

A regular meeting of the Board of Members of Rapidan Service Authority was held on November 19, 2015 at the Madison County Administration Building, Madison, VA.

The meeting was called to order at 2:00 PM by Chairman Hoffman. A quorum was established.

Present:	Members:	Coppage, Frame, Frydl (late), Hoffman, Wilson, Woodson (late)
	Staff:	G.M. Pattie, Asst. G.M. Clemons Director of Projects Clements, MFAS Gaskins
	Attorney:	Shackelford III

Minutes of the August 20, 2015 meeting were approved on a motion by Coppage, seconded by Wilson and passed with the following vote: Coppage aye, Frame abstain, Hoffman aye, Wilson aye. (Note: There was no meeting held in September or October.)

Next on the agenda were customer requests. First, there was a request from a customer in Locust Grove who had been granted a sewer exoneration but also wanted an exoneration for water. After discussion, which focused on the fact that once water goes through the meter, it becomes the responsibility of the customer. Likewise, any discharge into RSA's sewer system. Since cost was therefore incurred by RSA to treat, distribute, collect, etc. if the user does not pay the expense, the remaining system users must and that is not considered equitable by the Board. Coppage made a motion to adhere to RSA policy which holds the homeowner accountable for the water once it passes through the meter. Wilson seconded and motion passed with the following vote: Coppage aye, Frame aye, Hoffman aye, Wilson aye. Second, there was a request from a customer in Locust Grove who wanted a waiver for a large bill. They use their home on weekends. They acknowledged that the toilet was left running and it did go into the sewer system. They however did request Board consideration. After discussion, Coppage made a motion to adhere to RSA policy which holds the homeowner responsible, Wilson seconded and motion passed with the following vote: Coppage aye, Frame aye, Hoffman aye, Wilson aye, Woodson aye. Third, a request was received from a customer in Locust Grove disputing a bill she received with high usage. The meter was tested and passed the requirements. Per RSA policy, the homeowner must prove that the water in question was not discharged into the sewer system. Based on the information received, that has not been proven. After discussion, Coppage made a motion to adhere to RSA policy, Woodson seconded and motion passed with the following vote: Coppage aye, Frame aye, Frydl aye, Hoffman aye, Wilson aye, Woodson aye.

Staff recommended Board adoption of a Resolution authorizing participation in the VACo/VML Virginia Investment Pool to be able to take advantage of increased earnings. A motion was made by Frame, Frydl seconded and motion passed with the following vote: Coppage aye, Frame aye, Frydl aye, Hoffman aye, Wilson aye, Woodson aye. (See a copy of Resolution attached to these minutes.)

Next on the agenda, staff recommended modification to RSA's existing annual and sick accrued leave policy as the policy had not been updated for some time. Provisions were also made to hold harmless several long term employees as result of the transition. Frame made a motion to approve the new modifications, Frydl seconded and motion passed with the following vote: Coppage aye, Frame aye, Frydl aye, Hoffman aye, Wilson aye, Woodson aye. (See copy of modifications attached to these minutes.)

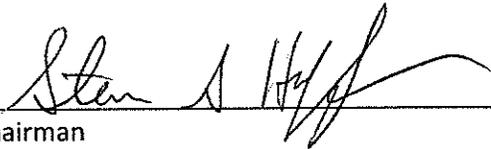
G.M. Pattie reported that the following non-residential availability has been approved by staff:

Madison Water

1 water EDU

Recreation Authority

A motion to adjourn was made at 2:19 PM.


Chairman