

A regular meeting of the Board of Members of Rapidan Service Authority was held on April 17, 2025, at the Madison County Administration Building, Madison, VA.

A quorum was established and the meeting called to order at 2:00 p.m., followed by the Pledge of Allegiance.

Present:	Members:	Coppage, Elliott, Johnson, Marshall (2:02), Voorhees (2:02)
	Staff:	G.M. Clemons, D.O. Jarrell, D.A. Gaskins
	Attorney:	Stefan Calos (virtually)
	Guests:	Bryan Nicol, Dave Davies, Jack Phend

The agenda for the meeting was adopted on a motion by Coppage, seconded by Elliott, and passed on a 3-0 voice vote. (Mr. Marshall and Mr. Voorhees had not yet arrived.)

The minutes of the March 20, 2025, meeting were then approved on a motion by Elliott, seconded by Coppage, and passed unanimously on a 5-0 voice vote.

There was no old business. During the opportunity for public comment, Bryan Nicol reiterated the desire to have future board meetings live-streamed. He also expressed appreciation for the improved communication during the recent valve failure in Locust Grove and asked that it continue. He encouraged RSA to investigate what went wrong with the valve in order to avoid a similar problem in the future. Dave Davies then spoke, thanking RSA for the communication during the recent event and stated that it enabled the organization he works with serving elderly people to reach out to each of their 160 members to make sure they were aware of the situation. He indicated that he was encouraged with the preliminary engineering report proposal on the agenda. He questioned when the new pump station construction would begin now that the monthly surcharge associated with that project was being included on customers' bills. Jack Phend then spoke. He expressed appreciation for RSA's consideration of their concerns and for the communication during the recent water-loss event. He asked that RSA would continue to keep customers informed as work on the LOW sewer system progresses. He asked whether the costs of the new water tower in Wilderness Shores would be borne by all customers or only those who benefitted from it. He would like to see the cost borne by the developers and not RSA's current customers. The Chair informed Mr. Davies and Mr. Phend that their questions would be addressed when G.M. Clemons gave his report.

During the consideration of customer requests, the Chair stated that he thought streaming the RSA Board meetings was a great idea but that they should not be open to remote participation by the public. The broadcast of RSA board meetings should also be viewed as a voluntary gesture and not required since equipment difficulties could prohibit a meeting from being streamed. On a motion by Coppage, seconded by Voorhees, on a voice vote the Board unanimously voted to begin streaming its meetings at the next meeting with the understanding that this is done not as a requirement but at RSA's convenience.

During Comments from the Board, Voorhees spoke regarding the recent water loss event. He acknowledged the work done by RSA's repair crew in making the repair and extended his thanks to them. He noted an interest in providing more and detailed communication but recognized there needs to be

further discussion about providing the necessary resources to staff that, particularly early on a Sunday morning when the primary focus is often making the repair and restoring service to the customers.

G.M. Clemons then updated the Board regarding the pursuit of funding opportunities for drinking water improvement projects. D.O. Jarrell and D.A. Gaskins are working on applications for funding through the Virginia Department of Health's FCAP (Financial & Construction Assistance Programs) as well as its Planning & Design Fund Program for RSA's Route 15, Town of Madison and Wilderness water systems. VDH requires the approval of RSA's Board for submission of the applications so on a motion by Coppage, seconded by Voorhees, the Board unanimously voted to do so on a roll call vote.

RSA is also required to periodically update the preliminary engineering report for the Germanna-Wilderness Water Treatments Improvement Plan and presented a proposal from Mangrum Consulting & Design to do so. On a motion by Voorhees, seconded by Marshall, the Board, on a voice vote unanimously authorized G.M. Clemons to accept the proposal.

G.M. Clemons then informed the Board of a vacant lot next to RSA's new Locust Grove office location that would be useful for a second driveway and additional storage. He did not know if the owners would be interested in selling the parcel but wanted to make sure that the Board did not have any objections to his inquiring. There were no objections.

During G.M. Clemons's report, he addressed two of the issues brought up by guests earlier in the meeting. He informed Mr. Davies that RSA was in the process of putting out a proposal for bids for the pump station design work and hopes to move forward on that in the near future. He anticipates the work from design through construction to take approximately five years to complete. He then addressed Mr. Phend's concern regarding the new water storage tank. G.M. Clemons indicated that the tank would actually be of benefit across the entire Wilderness water system and not just in the new developments. That being said, RSA is also expecting the developers to absorb a portion of the costs that would feed their neighborhood.

He then briefly updated the Board on the recent water-loss event. He stated that VDH believes that it was a defective valve, but that RSA is checking further to see if there are similar valves in the system that could also experience a problem. The valve was over 20 years old, but all of the bolts failed, and G.M. Clemons stated that he had never experienced a similar issue in over 40 years of work in the field. He directed the Board to the financial summary in their agenda packets for the most current information.

There was no attorney report or closed session, and on a motion by Coppage at 2:39 p.m. the Board voted to adjourn on a unanimous voice vote.



---

Chairman



# Memorandum

**To:** Tim Clemons, General Manager

**From:** David Jarrell, Director of Operations

**Date:** April 15, 2025

**Subject:** Funding Opportunities for Drinking Water Improvement Projects

Staff are preparing applications for several funding opportunities through programs administered by the Virginia Department of Health to support upcoming drinking water infrastructure projects.

## **Financial & Construction Assistance Programs (FCAP)**

We intend to submit three applications under this program for the following projects:

- **RSA Route 15**  
This project will replace a critical section of the existing transmission main between the Town of Orange treatment plant and Route 20, enhancing reliability and capacity.
- **Town of Madison**  
This application will cover the replacement of aging distribution pipes, extension of the system to improve fire flow and operational redundancy, and the installation of an emergency generator at the water treatment plant.
- **Wilderness**  
We plan to request funding for the design of future improvements to the Wilderness water system infrastructure.

## **Planning & Design Fund Program**

We also plan to apply for support through the Planning & Design Fund Program to assist with preliminary design efforts for the following:

- **RSA Route 15**  
Design for the transmission main replacement noted above
- **Town of Madison**  
Design for the infrastructure improvements described above
- **Wilderness**  
Design of a new water storage tank to serve the Wilderness Shores pressure zone

These applications align with our strategic priorities to improve system resilience, ensure regulatory compliance, and enhance service reliability for our customers.

VDH, as part of the project application process, requires documentation that the controlling Board, Council, President, etc. of the waterworks, approves the project application.



The Board of Members of the Rapidan Service Authority does approve the project applications for the following:

**Financial & Construction Assistance Programs (FCAP)**

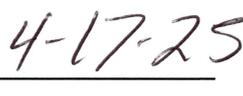
We intend to submit three applications under this program for the following projects:

- **RSA Route 15**  
This project will replace a critical section of the existing transmission main between the Town of Orange treatment plant and Route 20, enhancing reliability and capacity.
- **Town of Madison**  
This application will cover the replacement of aging distribution pipes, extension of the system to improve fire flow and operational redundancy, and the installation of an emergency generator at the water treatment plant.
- **Wilderness**  
We plan to request funding for the design of future improvements to the Wilderness water system infrastructure.

**Planning & Design Fund Program**

We also plan to apply for support through the Planning & Design Fund Program to assist with preliminary design efforts for the following:

- **RSA Route 15**  
Design for the transmission main replacement noted above
- **Town of Madison**  
Design for the infrastructure improvements described above
- **Wilderness**  
Design of a new water storage tank to serve the Wilderness Shores pressure zone

R. Mark Johnson, Chairman

Date

Witnessed by:

Tim Clemons, General Manager

Date