



**RAPIDAN SERVICE AUTHORITY
BOARD OF MEMBERS AGENDA
16-Oct-25**

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**NOTE: MEETING TO BE HELD AT THE MADISON COUNTY ADMINISTRATION BUILDING, AT 2:00 PM.
414 N. MAIN STREET, MADISON VA 22727**

**TO VIEW THE MEETING VIRTUALLY, VISIT
<https://youtube.com/live/LfVm0N1yFjo?feature=share>**

A regular meeting of the Board of Members of Rapidan Service Authority was held on September 18, 2025, at the Orange County Public Safety Building, Orange, VA.

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

Present:	Members:	Coppage, Davies, Elliott, Johnson, Marshall
	Staff:	G.M. Clemons, D.O. Jarrell, D.A. Gaskins
	Attorney:	Stefan Calos
	Guests:	Bryan Nicol

The agenda for the meeting was adopted on a motion by Coppage, seconded by Marshall, and passed on a unanimous voice vote.

The minutes of the July 17, 2025 meeting were then approved on a motion by Marshall, seconded by Elliott, and passed unanimously on a voice vote.

There was no old business, no public comment and no customer requests.

During the opportunity for Board comment, the Chairman welcomed Dave Davies to the RSA Board.

D.O. Jarrell then gave a brief background of the Madison Wastewater Treatment plant that RSA would like to upgrade and expand. The current plant was built in the 1970's. RSA operated it as a contract operator from 1984 – 1990 and then took over the plant in 1994. Its current capacity is 80,000 gallons per day compared to the 250,000 gallons per day capacity of the Madison Water Treatment plant. RSA began working on a replacement of the current facility with a preliminary engineering report five years ago and put the project out to bid this past July. Three bids were obtained ranging from a high of \$12,084,900 to a low of \$9,555,344 by Patterson Construction. Post-bid conversations with Patterson resulted in a further savings of \$595,000 with no change in the scope or quality of the project and obtained primarily from pushing vendors for their best price. Mr. Coppage made a motion, seconded by Mr. Marshall, to accept the bid from Patterson Construction and to authorize the General Manager to enter into a contract with them for an amount not to exceed \$8,960,344. After a discussion regarding the proposed Robinson River outfall for the new plant, which is a fully separate project, the Board voted to approve the motion on a unanimous voice vote.

G.M. Clemons then presented a proposed resolution of official intent to reimburse expenditures with proceeds of a borrowing for approval by the Board. Passage of the resolution would allow RSA to begin various capital improvement projects with its own funds and to reimburse such expenditures using proceeds from the issuance of tax-exempt obligations, taxable obligations, or a combination thereof. On a motion by Coppage, seconded by Davies, the motion passed unanimously on a roll call vote.

D.A. Gaskins then informed the Board of the change in the rate that the Town of Orange will charge RSA for water purchases during the coming year. Effective October 1, the rate will drop from \$4.713 per thousand gallons to \$4.458 per thousand gallons.

G.M. Clemons then brought a report in response to the Board's earlier request to research the possible need for a communications officer. He indicated that such a position would be beneficial, especially in emergency situations. He would anticipate the first six months of such a position being used to establish communication protocols and getting things up and running, with the ability to help in other areas after that time. There is much more that RSA would like to do as far as customer engagement is concerned, and such an individual could be very helpful in that area. Board members indicated their support for such a position and RSA will begin a search for a suitable individual to fill it.

On the advice of Attorney Calos, G.M. Clemons then asked the Board to table the next item (6.H) on the agenda until after the closed session.

G.M. Clemons then gave his report. The third quarter disinfectant byproducts test results are back, and all of RSA's systems are in compliance. This is especially significant because the third quarter is usually the most problematic in this regard. RSA is on sound footing financially. Budget preparation for 2026 will begin shortly, and the budget will be presented to the Board in December. He then asked D.A. Gaskins to give a brief update on the construction of the East office building. At this point, basically just the flooring, the setting of plumbing fixtures and some outside concrete work is remaining, and he hopes that the building will be ready for occupancy in mid-late October.

Attorney Calos then gave his report. He had previously indicated that RSA might receive additional compensation regarding the PFAS class-action lawsuit, and an additional check was recently received. He does not know if there will be any further payments but indicated that RSA's cost in pursuing a possible claim had been more than recovered by the payments received.

On a motion by Marshall, seconded by Elliott, at 2:25 p.m. the Board unanimously voted to go into a closed session as permitted by the Code of Virginia to discuss the possible acquisition of real property. Upon leaving the session at 3:15 p.m., Board members individually certified that only permissible topics had been discussed during the session.

With no further business to discuss, on a motion by Coppage, the meeting was adjourned at 3:16 p.m. on a unanimous voice vote.

Chairman

**MOTION TO ENTER INTO CLOSED SESSION AT
THE REGULAR MEETING OF THE BOARD OF MEMBERS OF THE
RAPIDAN SERVICE AUTHORITY ON SEPTEMBER 18, 2025**

I move that the Board of Members of the Rapidan Service Authority enter into closed session for the following, pursuant to Virginia Code section 2.2-3711(A)(3) and (8), respectively:

Discussion and consideration of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position and negotiating strategy of RSA, and consultation with legal counsel regarding specific legal matters related thereto and related to RSA policy.

Motion by: _____ Marshall

Seconded by: _____ Elliot

The motion passed unanimously by voice vote.

Upon leaving the closed session and entering back into open session, please state the following:

Pursuant to Virginia Code § 2.2-3712(D), (i) only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed, or considered in the closed meeting by the RSA board. Should any members of the board believe that there was a departure from the foregoing requirements, please so state at this time, prior to the vote, and indicate the substance of the departure that, in their judgment, has taken place.

I would ask each Board Member to certify that the foregoing requirements were met, by saying "AYE".

Coppage	_____ X
Davies	_____ X
Elliott	_____ X
Johnson	_____ X
Marshall	_____ X

All Board Members certified by saying "AYE", except _____

RAPIDAN SERVICE AUTHORITY LIMITED SIGNAGE POLICY

I. PURPOSE AND FORUM DESIGNATION

This policy governs signage on Rapidan Service Authority (RSA) property. RSA property is designated as a limited public forum solely for the purpose of allowing qualified public service organizations to display signs related to their community service mission and events, subject to the restrictions herein.

II. ELIGIBLE ORGANIZATIONS

Signage may be permitted only for organizations that:

- A. Are non-profit, tax-exempt organizations under section 501(c)(3) or 501(c)(19) of the Internal Revenue Code; or
- B. Fall within one of these categories:
 - 1. Veterans service organizations;
 - 2. Educational institutions;
 - 3. Emergency services organizations (e.g., police, fire, rescue, EMS); or
 - 4. Government-affiliated community service organizations; and
- C. Primarily serve residents within RSA's service area.

III. PERMITTED SIGNAGE CONTENT

- A. Must include organization name;
- B. May include organization's general community service purpose;
- C. May advertise the organization's events or programs; and
- D. May include emergency preparedness information.

IV. PROHIBITED SIGNAGE CONTENT

Prohibited content includes:

- A. Endorsement of candidates, ballot measures, or any other political messaging; and
- B. Content unrelated to community service.

V. APPLICATION PROCESS

- A. At least 30 days before proposed installation, submit written application that includes:
 - 1. Organization's name, tax-exempt status, and authorized representative;
 - 2. Proposed sign content, dimensions, materials, and installation method;
 - 3. Details of any event or program; and
 - 4. Proof of liability insurance naming RSA as additional insured.
- B. Review criteria: Compliance with this policy and availability of space.

VI. TERMS AND CONDITIONS

- A. Revocable license: All approvals are revocable licenses, not permanent rights.
- B. Size restrictions: Subject to approval and compliance with all applicable local, state, and other authority requirements (e.g., county zoning ordinance).
- C. Location: RSA designates specific locations; no organization may demand particular placement.
- D. Installation: Organization responsible for all installation, maintenance, and removal costs
- E. Liability: Organization fully responsible for its sign and any permits and other requirements. The Organization will defend, hold harmless, and reimburse RSA for any claims, attorney fees, and other costs that might result from the sign or from enforcement of this policy.
- F. Time limits for event and program signage: Maximum 30-day display period; signs must be removed within 48 hours after conclusion of event or program.

VII. ENFORCEMENT

Violations: Non-compliant signs will be removed immediately at organization's expense.

VIII. EFFECTIVE DATE

This policy is effective the date of adoption by the RSA board of members, and supersedes any prior arrangements.

Adopted by the RSA board of members on the _____ day of _____, 2025.

13 August 2025

Attention:

Tim Clemmons, Rapidan Service Authority
Cheryl Yowell, Madison Town council
Jennifer Garrett, VDOT
Jonathan Weakley, Madison County Administration

From: Albert Yowell on behalf of Madison American Legion Post 157

Greetings,

You are all being Jointly notified of our interest in upgrading the Post 157 sign at the intersection of Main street and Thrift Road. Specifically, we are looking at installing an electronic lighted sign on the opposite corner from the current sign. This is on the property owned by RSA where the former water tower was located. This sign will display various messages entered via internet that advertise our post and upcoming events; such as our monthly breakfast, steak dinners, Memorial Day and Veteran's Day. The included picture of the intersection shows the existing sign and 2 white posts near where we plan to position the electronic sign.

As you can see, the Post building is not visible from Main Street; so many 'non-native' citizens of Madison may not know where we are located. The Post 157 Legion Hall was built in 1947 and is clearly an icon worth promoting in our county. The Hall is undergoing significant upgrades to the kitchen, restrooms, and front entrance. It is available for rent and the capacity exceeds any other non-church facility in Madison.

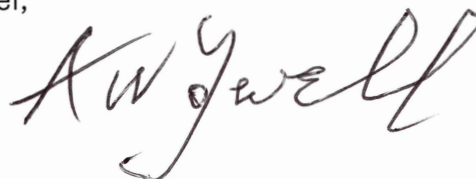
There are a number of issues to work out including permission from RSA, electric power from REC, Town standards involving the sign, and of course generating funds. A current estimate is in the \$20,000 - \$24k range. There are similar electronic signs at the Reva firehouse on 29, the Salem firehouse on 522, the Culpeper Legion on Rt. 229 and various churches. Stewart Sign company of Florida has a wide variety of commercial or civic signs available.

The included picture of the Post 30 sign [7'4"] is a good example of what we like except that it will be ground mounted like the Salem Fire sign, also included. The sign comes with internet connection with no monthly fee. It can be edited remotely by our Post designee. Automatic light sensors will adjust as sunlight changes. Also, it can be programmed to shut off during late night hours. We also plan to advertise other civic events like the County Fair, Bald Top Fireworks, Tractor Pull, Parade, and "Taste of the Mountains" etc.

However, before the Post conducts a vote to proceed with this project, we will need to solve each issue mentioned above.

Thank you for your consideration in this matter,

Albert Yowell, USAF Ret, Legion Member
awyowell@yahoo.com 540-718-4510









RAPIDAN SERVICE AUTHORITY
September-2025

Operating Income	PTD Act	PTD Bud	Variance	YTD Act	YTD Bud	Variance
Water & Sewer Revenue - Madison Co.	61,216	56,283	4,932	511,075	506,550	4,525
Water & Sewer Revenue - Orange Co.	825,107	804,808	20,299	6,863,405	7,243,275	(379,871)
Sale of Materials & Supplies	450	1,667	(1,217)	10,251	15,000	(4,749)
Engr & Maint Revenue	-	1,750	(1,750)	2,660	15,750	(13,090)
Service Fees	-	1,667	(1,667)	5,906	15,000	(9,095)
Misc. Income	64,538	29,817	34,721	267,876	268,350	(474)
Service Installations Revenue	33,700	16,667	17,033	194,900	150,000	44,900
Total Operating Income	985,011	912,658	72,352	7,856,072	8,213,925	(357,854)
Operating Expenses	PTD Act	PTD Bud	Variance	YTD Act	YTD Bud	Variance
Purchased Water	61,427	49,817	(11,611)	543,671	448,350	(95,321)
Operating Labor	128,631	217,250	88,619	1,497,735	1,955,250	457,515
New Service Installations	13,073	11,808	(1,265)	83,673	106,275	22,602
Locations-Miss Utility	7,096	6,533	(563)	69,831	58,800	(11,031)
Engineering & Maintenance	184,127	140,983	(43,144)	1,901,507	1,268,850	(632,657)
Water Treatment Supp.	88,648	67,217	(21,431)	589,728	604,950	15,222
Utilities	85,259	79,625	(5,634)	719,142	716,625	(2,517)
Vehicle Expense	10,763	12,858	2,096	128,060	115,725	(12,336)
Testing	9,066	7,167	(1,899)	82,346	64,500	(17,846)
Biosolids Waste Mgmt	-	3,042	3,042	20,722	27,375	6,653
Miscellaneous	-	-	-	1,026	-	(1,026)
Total Operating Expenses	588,090	596,300	8,210	5,637,441	5,366,700	(270,742)
Gross Margin	396,920	316,358	80,562	2,218,630	2,847,225	(628,595)
General & Admin Expenses	PTD Act	PTD Bud	Variance	YTD Act	YTD Bud	Variance
Billing & Collection Exp	5,353	10,683	5,330	83,408	96,150	12,742
G & A Labor	59,408	86,750	27,342	698,849	780,750	81,901
Comp. Board of Members	487	667	179	5,143	6,000	857
Insurance Premiums	40,988	12,625	(28,363)	121,489	113,625	(7,864)
Bank & Credit Card Fees	664	750	86	5,857	6,750	893
Offices Expenses	12,197	17,171	4,973	202,762	154,538	(48,225)
Legal/Bond Fees	28,920	5,333	(23,587)	125,117	48,000	(77,117)
Water Regulatory Fees	2,820	3,558	738	20,518	32,025	11,507
Audit & Other Consulting	-	3,083	3,083	41,159	27,750	(13,409)
Total General & Admin Expenses	150,838	140,621	(10,217)	1,304,303	1,265,588	(38,715)
Net Operating Income	246,082	175,737	70,345	914,328	1,581,637	(667,310)
Non-Operating Income	PTD Act	PTD Bud	Variance	YTD Act	YTD Bud	Variance
Avail. - Water & Sewer - Madison Co.	-	-	-	10,000	-	10,000
Avail. - Water & Sewer - Orange Co.	450,000	-	450,000	2,630,000	-	2,630,000
Interest Earned	28,599	25,000	3,599	306,181	225,000	81,181
Gain Loss on Disposals of Property	-	-	-	5,363	-	5,363
Non Operating Revenue Cap Contr.	-	-	-	255,835	-	255,835
Insurance Recoveries	-	-	-	-	-	-
Total Non-Operating Income	478,599	25,000	453,599	3,207,379	225,000	2,982,379
Net Income Before Debt Service	724,681	200,737	523,943	4,121,706	1,806,637	2,315,069
Debt Service	PTD Act	PTD Bud	Variance	YTD Act	YTD Bud	Variance
Debt Service	813,119	70,525	(742,594)	852,996	634,725	(218,271)
Net Income	(88,439)	130,212	(218,651)	3,268,710	1,171,912	2,096,798