

**RIDGE UTILITIES, INC.
REGULAR MEETING
OF THE BOARD OF DIRECTORS
March 19, 2016**

A regular meeting of the Board of Directors of Ridge Utilities, Inc., (hereinafter "RU") was held in the Conference Room of the Association Office Building on March 19, 2016.

Board members present were Alex MacCormack, William Munday, Stephen Tompkins, Molli Ellis, and Al Fortune. Also present was Denny Kelly, General Manager and Amy Evans, Manager of Fiscal Affairs.

CALL TO ORDER:

Alex MacCormack, President, called the meeting to order at 9:00 a.m.

MEMBERSHIP INPUT:

No membership was present.

ADOPTION OF AGENDA:

MOTION: William Munday made a motion, seconded by Stephen Tompkins to approve the agenda as presented. The motion carried unanimously.

APPROVE MINUTES:

MOTION: Stephen Tompkins made a motion, seconded by William Munday, to approve the January 16, 2016 minutes as presented. The motion carried unanimously.

CORRESPONDENCE:

Alex MacCormack, President, stated that the Correspondence Folder was available at the meeting for the Board members to review its contents.

Board Members, Molli Ellis and Al Fortune enter the room at this time.

TREASURER'S REPORT:

Stephen Tompkins, Treasurer, reviewed the January 2016 and February 2016 Treasurer's Reports with the Board at this time. Mr. Tompkins stated that income and expenditures were in line with where they should be at this point in the year.

MOTION: William Munday made a motion, seconded by A Fortune to accept the January 2016 and February 2016 Treasurer's Reports as presented. The motion carried unanimously.

MANAGER'S REPORT:

Denny Kelly, General Manager, reviewed his written Manager's Report with the Board members. A copy of Mr. Kelly's report is attached to the minutes. Mr. Kelly informed the Board that pH testing has been implemented, the proper equipment ordered, and readings are being taken as required by VDH. Mr. Kelly also informed the Board that we are awaiting the VDH Office of Drinking Water to provide us with the documents needed to prepare the 2015 Annual Water Quality Report.

Mr. Kelly also reported that our Maintenance Department recently concluded the meter readings for the 1st quarter. Mr. Kelly stated that maintenance detected no leaks on the RU side during the meter reading process. There were a couple of members with high readings who were contacted and made aware of the matter.

Mr. Kelly reported that the increase in health insurance has come in at a 5.8% increase versus the 10% increase we had anticipated and budgeted for. Mr. Kelly thanked the administrative staff for their hard work, courteousness, and dedication to their jobs, as well as to the membership.

BRPOA LIAISON

Molli Ellis inquired as to the date of the dues restructuring committee meeting. Mr. Kelly stated that the open forum-style meeting will take place Saturday, April 2, 2016 at 9:00 a.m. in the Community Center.

PERSONNEL COMMITTEE

No report was given.

NEW BUSINESS

1.) 2016 Proxy Committee

Alex MacCormack informed the Board that Judy Brown will be serving as the Committee Chair for the 2016 Proxy Committee and has selected Linda Munday, Sandy Sierk, and Mary Ann Belair to assist her.

MOTION: Molli Ellis made a motion, seconded by Stephen Tompkins to approve the attached proposal for the 2016 Proxy Committee. The motion carried unanimously.

2.) Chief Inspector of the 2016 Elections

Alex MacCormack stated that William Munday has agreed to serve as the Chief Inspector of the 2016 Elections Committee.

MOTION: Molli Ellis made a motion, seconded by Stephen Tompkins to approve William Munday as Chief Inspector of the 2016 Elections. The motion carried unanimously.

3.) Redbud Tank Inspection

Alex MacCormack stated that periodically the water storage tanks must be inspected. He said the company performing the inspection will prepare a report on their findings, what they did, and then we will send the report into VDH.

Denny Kelly stated that Liquid Engineering is the same outfit we utilized to perform the prior tank inspections. Mr. Kelly stated when they prepare their report they will put it on a CD format for future use. Additionally, Mr. Kelly stated that while performing the inspection, if something such as silt built up at the bottom of the tank is observed, Liquid will remove the silt onsite.

MOTION: Al Fortune made a motion, seconded by William Munday to approve the Redbud Tank Inspection as attached. The motion carried unanimously.


ADJOURN:

MOTION: William Munday a motion, seconded by Stephen Tompkins to adjourn the meeting. The motion carried unanimously.


ADJOURNMENT took place at 9:15 a.m.



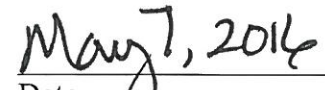
President



Date



Secretary



Date

GENERAL MANAGER'S REPORT

Ridge Utilities, Inc.

March 19, 2016

Ladies and Gentlemen, the narrative of Ridge Utilities/BRPOA Staff activities for the period of January 8, 2016 through March 11, 2016 and projected items for the month of March-May 2016 are included for your review and/or questions.

- All testing as required by VDH was completed, submitted and approved.
- Jessica submitted the January & February, 2016 Water Usage Reports to VDH.
- George Allen completed the revised forms as requested by VDH for our Bacteriological Sample Siting Plan (BSSP) for 2016. VDH has accepted those and they have been implemented.
- Water levels within the wells remain in excellent condition.
- George Sweet was hired to fill the Maintenance Specialist vacancy on December 7, 2015 and continues to do very well.
- The guys have repaired three leaks within the system since January 1, 2016 three to date. They have discovered five leaks on the Customer's side of the meter during the same period. A copy of the current Leak Report is attached.

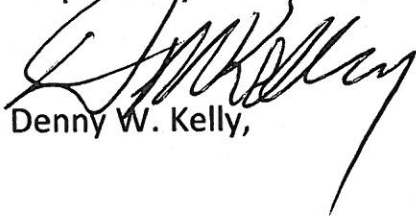
- The guys will read meters for the First Quarter, on March 15-16, 2016 and invoices will be mailed by the end of the month. During the previous quarter invoices Amy granted seven extensions for payments and four Disconnect letters were mailed.
- The notices for 2016 Real Estate Assessments from Louisa County were received with 0 % increase. The 2016 Personal Property Notice was received, signed and returned.
- The Workers Comp Policy premiums will not be known until the Insurance Audit is completed. RU shares a policy with BRPOA.
- It was discovered last fall that we had a hole in one of the fifteen pipes in Well 1A. That was removed and the overall depth was decreased by twenty feet which did not present a problem in consideration the demand was less on the system. This has been scheduled for April, 2016 replacement.
- The PM agreement and additional warranty packages were extended for the two generators.
- Proposal has been secured to conduct the Tank Inspection for the Redbud Facility and appears on the agenda today for the Board's review and approval.
- The Records storage area for BRPOA and RU is presently located in the Ridge Facility @ Redbud. We have outgrown the room and will be expanding with a six feet by ten feet addition. The guys will do the work and both Presidents have agreed to share the cost for materials.
- We have not received a formal notification to date but, the Facility Inspection by VDH will occur during second quarter of 2016. VDH has

requested we do additional ph testing in our systems and the appropriate equipment was ordered by George Allen to comply and is being utilized.

- Robinson, Farmer, Cox Associates was notified of the Board's decision to enlist their services for the 2015 Audit and filing Tax returns. That is tentatively scheduled for April. They have assured us the report will be complete in order to include with the Joint Annual Meeting Package.
- Would like to conclude my report with a very special thanks to Amy, Jessica, and Dee Dee for their patience and hard work with customers and the day to day requirements of accounting and appropriate record maintenance. They are very special people that represent RU and BRPOA on a daily basis!

"The secret of happiness is not to do what you like to do, but to learn to like what you have to do"

Respectfully Submitted,



Denny W. Kelly,

Month	Service Line	Water Main	Truck Damage Main Line	¾ " Line	Couplings, Adapters, Ells, Tees, Gaskets	Cut Off Valve	Meter	Homeowner's Line	Total Y-T-D
January		1		1	1			1	4
February								5	5
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Y-T-D Totals									9