

**HARRISONBURG-ROCKINGHAM REGIONAL SEWER AUTHORITY  
MINUTES**

**September 29, 2025**

**PRESENT:** B. J. Borne, M.S. Byler, R. B. Chewning, A. M. Collins, M. W. Light, P. S. Rhodes and S. D. Stevens: Also present: J. J. Ham, Attorney; A. L. Berry, K. D. Cekada and G. A. Thomasson, Staff.

**ABSENT:** A. Banks

**CALL TO ORDER**

Vice Chairman Light called the annual and regular meeting to order at 3:07 p.m.

**ELECTION OF OFFICERS**

Vice Chairman Light stated that during the August 25, 2025 Board meeting there was consensus that the current officers be re-elected for an additional one-year term. Mr. Light asked if there was a motion to elect Mr. Banks as Chairman, Mr. Light as Vice Chairman, and Mr. Stevens as Secretary-Treasurer for another one-year term.

Upon motion of Mr. Rhodes, seconded by Mr. Borne, the Board unanimously approved the election of officers as recommended, by roll call vote as follows:

Mr. Banks - Absent	Mr. Chewning - Aye	Mr. Rhodes - Aye
Mr. Borne - Aye	Mr. Collins - Aye	Mr. Stevens - Aye
Ms. Byler - Aye	Mr. Light - Aye	

**APPROVAL OF MINUTES**

Upon motion of Mr. Stevens, seconded by Mr. Rhodes, the Board unanimously approved the minutes, dated August 25, 2025, as presented, by roll call vote as follows:

Mr. Banks - Absent	Mr. Chewning - Aye	Mr. Rhodes - Aye
Mr. Borne - Aye	Mr. Collins - Aye	Mr. Stevens - Aye
Ms. Byler - Aye	Mr. Light - Aye	

**TREASURER'S AND CASH BASIS REPORTS (AUGUST)**

Ms. Berry reviewed the Treasurer's Report for August 2025.

The August Treasurer's Report showed that the Authority received income of \$1,372,710 of which \$140,168 was revenue from the collection of septage and industrial solids treatment fees. Expenditures for August totaled \$934,016 of which \$563,144 was related to routine O&M expenses. Capital Outlay and Project expenses totaled \$121,007 for the month. Of this amount, payments included \$35,697 to Harrisonburg Honda for a 2026 Honda CRV for the Operations department; \$30,400 to Allen Yoho for MCC replacements project expenditures: \$14,000 to Mangrum Consulting for belt filter press design and procurement; \$10,062 to Flomec for (2) 7.5hp sewage pumps for the VFA pump vault; \$9,728 to Moyer Brothers to vacuum up solids in the dryer unit and \$9,639 to Wiley/Wilson for electrical gear replacement project expenditures. Also, a \$249,864 payment of principal and interest on the 2015 Series Bond Total cash and investments as of August 31, 2025, totaled \$14,826,572.

Reviewing the August Cash Basis report, Ms. Berry noted that revenues were approximately 112% of budget. Expenses were approximately 96% of budget. The difference between revenues and expenses was approximately \$207,335.

### **PRELIMINARY AUDIT RESULTS – FY 2025**

Mr. Thomasson stated that the FY 2025 financial audit was conducted on August 26 and 27, 2025 by the Authority's accountant, Robinson, Farmer, Cox Associates (RFCA). He referred board members to a letter from RFCA that was included in the agenda package outlining the scope of RFCA's responsibilities as auditor.

Revenues: The preliminary financial statement indicated that the Authority received O&M revenues from the member localities totaling \$6,611,630.05. Other revenue was received from the nutrient credits of \$83,135.74; pretreatment revenue of \$324,964.17 and septage and industrial solids treatment revenue of \$1,102,396.07. The revenue from pretreatment, septage, industrial solids and nutrient credit revenue was budgeted at \$818,392. The difference between revenue received over budgeted revenue from other revenue sources was \$692,103.98. In accordance with the Service Contract, this amount is automatically transferred to the Planning and Repair Fund for future capital improvements. The net O&M revenue after transfer of these funds is \$7,430,022.05.

Expenses: The preliminary financial statement indicated actual O&M expenses on a budgetary basis were \$6,850,982.75. Excess revenues over expenses were \$579,039.30. The O&M reserve is required by the Service Contract to equal two months of the O&M budget for the current year (FY 2026). The Special Reserve Account is required by resolution to have a balance of 5% of the O&M budget for the current year (FY 2026). Both accounts have sufficient funds and will not require transfer of excess FY 2025 reserve funds.

Under the Service Contract, excess reserves greater than 10% of budget (FY 25) are to be credited to the member jurisdictions at the percentage share of revenue paid. Ten percent of the FY 25 O & M budget is \$758,563. Since the excess revenues over expenses for FY 25 is less than 10%, the Service Contract does not require excess revenues to be credited to the member localities. Mr. Thomasson recommended to deposit the excess revenues over expenses of \$579,039.30 to the Planning & Repair Account.

Upon motion of Mr. Chewning, seconded by Mr. Rhodes, the Board unanimously approved to deposit excess revenues of \$579,039.30 to the P&R account, as per Mr. Thomasson's recommendations as follows:

Mr. Banks - Absent  
Mr. Borne - Aye  
Ms. Byler - Aye

Mr. Chewning - Aye  
Mr. Collins - Aye  
Mr. Light - Aye

Mr. Rhodes - Aye  
Mr. Stevens - Aye

### **DRAFT FY 2025 ANNUAL REPORT OF OPERATIONS**

Mr. Thomasson presented a slide show which highlighted many of the graphs, tables, and figures that will be included in the annual report. He stated several numbers may shift slightly due to the financial report from the auditors.

### **OPERATIONS AND PRETREATMENT REPORT (AUGUST)**

#### **- Operations Report**

Mr. Thomasson reviewed the Operations Report for August 2025. The average effluent flow for August was 12.99 MGD with a maximum average daily flow of 17.29 MGD. The average total phosphorus (TP) concentration for August 2025 was 0.23 mg/L. The average total nitrogen (TN) concentration for August 2025 was 3.16 mg/L.

The 2025 annual average concentration for TP through August 2025 is 0.20 mg/L compared to the annual average limit of 0.28 mg/L. The annual average concentration for TN through August 2025 is 3.38 mg/L compared to the annual limit of 3.7 mg/L.

Mr. Thomasson stated that 1,223 and 1,831 wet tons of Class B dewatered biosolids were hauled in July and August, respectively. There was 44.72 and 48.29 wet tons of Class A dried biosolids hauled to the landfill as daily cover in July and August.

#### **- Pretreatment Cost Recovery Fees and Notices of Violation (NOVs)**

Mr. Thomasson reported that four industrial users (George's, Kerry, Perdue, and SVO) were assessed treatment cost recovery fees for July 2025 totaling \$6,422.40.

Mr. Thomasson stated that three industrial users were issued an NOV for permit violations for July 2025. An NOV was issued to Kerry for 6 TP, 8 TKN daily violations and the monthly average TKN violation, 1 BOD5, and 1 NO3/NO2 daily violation. An NOV was issued to Organic Plant for 1 BOD5 daily violation. An NOV was issued to Perdue for 1 BOD5 daily violation.

## **PROJECT UPDATES**

### **- Electrical Gear / Motor Control Center (MCC) Improvements**

Mr. Thomasson stated that all electrical loads have been switched over to the new MCC-1 which distributes power to the anaerobic digester. Allen Yoho Electrical is installing the panelboard inside Building 8 (Chlorine/Dechlorination building) and pulling new feeders from MCC-1 to the panelboard. The project should be completed by late October or early November.

### **- Sludge Dryer and Solid Improvements**

The hardfacing is complete on the paddle sludge dryer and new coils have been installed on the Vapor Power thermal fluid heaters. The sludge dryer is back in operation. Moyer Brothers is still cleaning anaerobic digester #2. Anaerobic digester #1 will be cleaned next summer. Due to heavy solids buildup, HRRSA may potentially need to increase the cleaning frequency to every 5 years. HRRSA also installed new pressure relief valves on both digesters.

### **- Belt Filter Press Capital Project**

Mr. Thomasson provided an overview of the solids treatment system at the North River WWTF and discussed a possible modification to the FY 2025 capital improvement plan which included the installation of two new identical high solids belt filter presses with a ventilation system and two screw conveyors. The proposed capital budget modification would increase the original belt filter press budget by approximately \$1.5 million to be funded via a transfer from the Planning and Repair Account. With no objections, Mr. Thomasson stated that he would modify the FY 26 capital budget to include the installation of two belt filter presses and request board approval in the November meeting.

## **NEXT MEETING DATE**

Vice Chairman Light set the annual and next regular monthly meeting for Monday, November 3, 2025, at 3:00 p.m.

## **ADJOURNMENT**

Upon motion of Mr. Borne, seconded by Mr. Stevens, the Board unanimously voted to adjourn the meeting by roll call vote as follows:

Mr. Banks - Absent  
Mr. Borne - Aye  
Ms. Byler - Aye

Mr. Chewning - Aye  
Mr. Collins - Aye  
Mr. Light - Aye

Mr. Rhodes - Aye  
Mr. Stevens - Aye

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S. D. Stevens, Secretary-Treasurer