
Bedford Regional Water Authority – Board of Directors Regular Board Meeting – Minutes February 18, 2025

A regular meeting of the Board of Directors of the Bedford Regional Water Authority (“Bedford Water”) was held on Tuesday, February 18, 2025, in the Board Meeting Room in Bedford Water’s Annex building located at 1723 Falling Creek Road in Bedford County.

Members Present:..... Bob Flynn, Chair
Donald Barger, Jr.
Kevin Mele
Michael Moldenhauer
Steve Rush
John Sharp

Members Absent:..... Jay Gray, Vice Chair

Staff & Counsel Present: . Brian Key – Executive Director
Rhonda English – Deputy Director
Jill Underwood – Director of Finance
Thomas Cherro – Director of Operations

1. Call to Order

The meeting was called to order by the Chair at approximately 7:00 p.m. The Pledge of Allegiance and a moment of silence were conducted.

2. Review of Agenda

The following agenda was reviewed as shown. Revisions are shown in ***bold italics***.

1. Call to Order
 - a. Pledge of Allegiance
 - b. Moment of Silence
2. Review of Agenda
3. Public Comments
4. Approval of Minutes: January 21, 2025 – Regular Board Meeting
5. Financial Report: Presented by Jill Underwood
6. Operations Report: Presented by Thomas Cherro
7. Administration Report: Presented by Brian Key
8. Projects Report: Presented by Rhonda English
9. Executive Report: Presented by Brian Key
10. Other business not covered on the above agenda
11. Motion to Adjourn

3. Public Comments

There were no public comments.

4. Approval of Minutes: January 21, 2025 – Regular Board Meeting

The regular Board Meeting Minutes from January 21, 2025, were reviewed.

Member Moldenhauer made a motion to approve the minutes.

Member Mele seconded the motion.

- Board member votes: 6 Aye; 0 Nay; 0 Abstain. The motion carried.

5. Financial Report: Presented by Jill Underwood

The Customer Service statistical report was included in the packet. Due to the holidays, disconnects were not done in December. The budget goal was 58% for January, with operating revenues at 63% and operating expenses for the month totaling 49%. Capital Recovery fees received this FY are 53% of the total budgeted amount.

Staff have begun working on the FY 2026 budget. Managers are compiling their requests. The first Finance Committee meeting to review the budget is March 26 and a draft presentation will be presented to the Board at the April meeting.

6. Operations Report: Presented by Thomas Cherro

The task report for January was included in the packets. The CIP team has finished the sewer line on Galax. Pump Station One has had the pump reinstalled in the building. The wet well needs to be cleaned at the station, and then the system will be able to be online again. During the winter storm, the reverse flow scenario was run again, and many generators were put to use due to power outages. Mr. Key is applying for VDEM funds to replace generators and get a solar battery.

7. Administration Report: Presented by Brian Key

Mr. Key reviewed the media articles in the packet. They include press about the reverse flow scenario and one recognizing Mr. Moldenhauer for his service to the community. The weekly newsletter, named "The Pipeline", has a link to the WDBJ7 video news story about the reverse flow scenario.

8. Projects Report: Presented by Rhonda English

The Ivy Creek project is now set to be completed in November. DEQ has asked that there be a different level of permitting for the site.

9. Executive Report: Presented by Brian Key

Due to the weather and power outages, Mr. Key rescheduled the tour with Mr. Flynn to March 6th. They will tour a few facilities around Smith Mountain Lake.

Part of the budget process will be looking at the smaller systems and the rates associated with them.

10. Other Business not covered on the above agenda

There was no other business discussed.

11. Motion to Adjourn:

There being no further business to discuss, Mr. Rush made a motion to adjourn and Mr. Moldenhauer seconded the motion.

Board Member Votes: 6 Aye, 0 Nay, 0 Abstain. The motion carried.

The meeting adjourned at approximately 7:36 pm.