**MINUTES**

Virginia Carolina Water Authority

November 14, 2024 – 10:00 AM

Water Plant

**BOARD MEMBERS PRESENT:** Laura Ratcliffe, Paul Hoyle, Jason Cassell, Darin Young

**BOARD MEMBERS ABSENT**

John Irwin, Michael Carter

**OTHERS PRESENT**

Angie Houck, Andy Blevins, Mark Miller, Jose Butron

Laura Ratcliffe called the meeting to order and declared there was not a quorum present.

**MINUTES**

Minutes are attached from the November’s meeting for review.

**TREASURER’S REPORT**

The Treasury and Budget reports are attached for reference.

The checking account balance and debt reserve account balance for November 2024 are:

Checking $25,249.46 as of 11-30-2024 (Balance as of 12-17 meeting is $66,762.04) ($25,249.46+$85,345.83 deposit made on 12-05 minus $43,833.25 payables register)

Reserves $562,264.24

**PAYABLES**

**See attached register**

November & December’s payable register is attached for review.

In November 2024, Twenty-nine (29) invoices were submitted to the board for approval in the amount of $53,761.89. The amount to be paid on the A/P register is $53,761.89 + monthly reserve payment of $1,542.20, with a total of $55,304.09 being paid using operating funds.

In December 2024, Nineteen (19) invoices were submitted to the board for approval in the amount of $42,291.05. The amount to be paid on the A/P register is $42,2291.05 + monthly reserve payment of $1,542.20, with a total of $43,833.25 being paid using operating funds.

**LEGAL**

**ENGINEERING REPORT**

**PLANT OPERATIONS**

The Virginia State Line meter is 50% done. Established an account with Ferguson and meter has been ordered. The due date of the backup generator service (Nile Tank) is due 11-30. The pall membrane filters & valves are scheduled to be installed on 12-2. Dorsett Technologies cyber reef process change to server requiring tech support to create new tunnel for communications.

**OLD BUSINESS**

The by law/contract revision has been deferred.

**NEW BUSINESS**

The FEMA PA Grant has been filed. Andy has access to the grant portal. Need to address board changes. Laura’s last day is 11-21-2024.

**OTHER BUSINESS**

Jason Cassell & Laura Ratcliffe are the only 2 signers on the checking account. Laura will be available to sign checks as long as needed and will stay on as a board member until more people come on the board. Laura will step down as chairman.

**Meeting Adjourned**

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VCWA Secretary