**MINUTES**

Virginia Carolina Water Authority

March 14, 2024 – 10:00 AM

Water Plant

**BOARD MEMBERS PRESENT:** Laura Ratcliffe, Paul Hoyle, Darin Young, John Irwin

**BOARD MEMBERS ABSENT**

John Brady, Michael Carter, Jason Cassell

**OTHERS PRESENT**

Andy Blevins, Angie Houck

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

**MINUTES**

There was not a quorum present to approve the minutes from January 11, 2024.

**TREASURER’S REPORT**

The Treasury and Budget reports were reviewed by Laura Ratcliffe and are attached for reference.

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

Checking $128,954.41

Reserves $514,622.19

**PAYABLES**

**See attached register**

In February 2024, Twenty-One (21) invoices were submitted to the board for approval in the amount of $45,995.47. The amount to be paid on the A/P register is $45,995.47 + monthly reserve payment of $1,542.20, with a total of $47,537.67 being paid using operating funds.

In March 2024, Twenty-Four (24) invoices were submitted to the board for approval in the amount of $42,782.95. The amount to be paid on the A/P register is $42,782.95 + monthly reserve payment of $1,542.20, with a total of $44,325.15 being paid using operating funds.

**LEGAL**

**ENGINEERING REPORT**

**PLANT OPERATIONS**

Andy reported the contractor damage on Nile Road that lost 2 million gallons of water. This was not reflected in the meters. Robert & Andy made repairs to the rotator actuator. EL Diamond repaired heaters & heat pump. The gallery vent lines have been cleared. The crypto/giardia testing is almost at an end. Inspection is coming up that is a $13,000.00 cost. The fidelity service is due. All 34 units of the skid membranes (MF System Module) will cost $167,400.70. This cost is installed. There are still several ongoing repairs. The backflow inspection has been completed. The development has asked for canoe access along the river intake area. Laura will discuss with HOA.

**OLD BUSINESS**

Bullet list has not been updated since around 2018. Moving forward we need to try to keep this updated.

**NEW BUSINESS**

We will need to update the board of directors and bank signers. As of now Jason and Laura are the signers and this will be sufficient for now. The audit went well, and the auditors have just asked for a few things which are being taken care of. The Virginia State line meter will eventually have to be replaced. The proposed budget has been written. Once we have a quorum we can approve or make any changes to it. VRSA insurance for 2025 will have more coverage and be more cost effective. VRSA has grant programs as well. Need to get an understanding on the debt reserve accounts to know how the money needs to be spent.

**Meeting Adjourned**

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VCWA Secretary