**MINUTES**

Virginia Carolina Water Authority

April 10, 2025 – 10:00 AM

Water Plant

**BOARD MEMBERS PRESENT:** Jose Butron, David Spicer, Mike Parlier, Jason Cassell, Darin Young, Garrison Wagoner, Paul Hoyle

**BOARD MEMBERS ABSENT**

Kathy Knutson

**OTHERS PRESENT**

Angie Houck, Andy Blevins

Jose Butron called the meeting to order. There is a quorum present. A motion was made to approve the agenda by Darin Young, Mike Parlier 2nd the motion. Motion approved.

**MINUTES**

Minutes are attached from the April 10, 2025, meeting for review. David Spicer made a motion to approve the minutes, Jason Cassell 2nd the motion. Motion approved.

**TREASURERS REPORT**

The Treasury and Budget reports are attached for reference.

The checking account balance and debt reserve account balance for April 2025 are:

Checking $100,740.63

Reserves $478,051.73

**PAYABLES**

**See attached register**

The May payable register is attached for review.

Mike Parlier made a motion to approve the April payable’s register’s, David Spicer 2nd the motion. Motion approved.

In April 2025, Seventeen (17) invoices were submitted to the board for approval in the amount of $45,053.40. The amount to be paid on the A/P register is $45,053.40 + monthly reserve payment of $1,542.20, with a total of $46,595.60 being paid using operating funds.

In May 2025, Thirteen (13) invoices were submitted to the board for approval in the amount of $30,393.40. The amount to be paid on the A/P register is $30,393.40 + monthly reserve payment of $1,542.20, with a total of $31,935.60 being paid using operating funds.

**LEGAL**

**ENGINEERING REPORT**

**PLANT OPERATIONS**

Repairs of raw supply pumps performed by staff. Thanks to both our maintenance crews and leadership for a successful and quick repair. All raw water operations at full capacity within house installation of the VFD at the pumphouse site. The VCWA part of the HOA debris clean up is $2,746.00.

**OLD BUSINESS**

Jose went over the final numbers for the 2025-2026 budget. The insurance budget may go up for the next budget. Don’t think we have enough coverage. Returning the promissory notes to the towns. Darin Young made a motion to approve the budget, Garrison Wagoner 2nd the motion. Motion approved.

**NEW BUSINESS**

**OTHER BUSINESS**

Final audit reports were passed out to each board member. Mike Parlier made a suggestion to switch audit companies periodically. Robinson Farmer Cox audit company has been used by the VCWA since 2010. At May 8 meeting we will continue the bylaws.

Kenneth Vaught has resigned from the board and the council has approved Kathy Knutson to come on the board.

Will work on the check signers on the accounts at next meeting as well.

**Meeting Adjourned**

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VCWA Secretary