

Virginia/Carolina Water Authority
Post Office Box 99
Independence, VA 24348
Tel: (276) 773-3703
Fax: (276) 773-2634

Jose Butron, Chairman
Manager, Town of Sparta, NC
Kathy Knutson, Vice Chair
Manager, Town of Independence, VA

MINUTES

Virginia Carolina Water Authority
July 10, 2025 – 10:00 AM
Water Plant

BOARD MEMBERS PRESENT: Jose Butron, David Spicer, Kathy Knutson, Garrison Wagoner, Mitch Smith

BOARD MEMBERS ABSENT

Jason Cassell, Darin Young, Mike Parlier

OTHERS PRESENT

Angie Houck, Andy Blevins, Terry Osborne

Jose Butron called the meeting to order. There is a quorum present. A motion was made to approve the agenda by Garrison Wagoner, David Spicer 2nd the motion. Motion approved.

MINUTES

Minutes are attached from July 10, 2025, meeting for review. David Spicer made a motion to approve the minutes, Garrison Wagoner 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 July 2025 are:

Checking \$163,417.18

Reserves \$482,928.08

PAYABLES

See attached register

The August payable register is attached for review.

Garrison Wagoner made a motion to approve the July payable's registers, David Spicer 2nd the motion. Motion approved.

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In July 2025, Fifteen (15) invoices were submitted to the board for approval in the amount of \$42,510.86. The amount to be paid on the A/P register is \$42,510.86 + monthly reserve payment of \$1,542.20, with a total of \$44,053.06 being paid using operating funds.

In August 2025, Twenty Three (23) invoices were submitted to the board for approval in the amount of \$48,045.47. The amount to be paid on the A/P register is \$48,045.47 + monthly reserve payment of \$1,542.20, with a total of \$49,587.67 being paid using operating funds.

LEGAL

ENGINEERING REPORT

PLANT OPERATIONS

Temporary permit 1077825T to complete the pilot test for the final 20 scenarios 2@ 10 of the tests have to date been completed and submitted to Lane Group for engineering review. August deadline approaching. Working with regulators to complete. Charges with regulators are ongoing for study. Waiting on obligated reimbursement totals for Cat B from FEMA from VDH. Indicated at \$43,590.13. Reviewing additional projects for repairs with mitigation and cost review. Met with Lot 16 owners at location to discuss continued support of use of property. Expecting meter delivery from Sensus. CCR submitted this month. Preparing for upcoming VDH inspection.

Raw meter new install at \$6,500-20yr warranty billed June 2025. VA State Line Meter billed July 2025 and shipped. Installed meter to CL17 and final NTU loop and have gained increased accountability from the install which accounts for 375 gpd and roughly 11k gallons per month of produced water being flowed prior to distribution meter.

OLD BUSINESS

FEMA Update/Withdraw-Need to look for mitigation grants. Jose made a motion to withdraw from FEMA. David Spicer made a motion to approve and Garrison Wagoner 2nd the motion. Motion approved.

NEW BUSINESS

Mitchell Smith was sworn in at the courthouse. Jose made a motion to appoint him to the board. Garrison Wagoner made a motion to approve and David Spicer 2nd the motion. Motion approved.

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NCDOT is looking to replace the bridge on the Nile Road. We do not have a timeline yet. There are 2 routes to come in through New Haven while the bridge is closed.

Jose Butron reviewed some changes to the bylaws. There was discussion about some of the board members not attending meetings regularly. Jose Butron will add some verbiage to the bylaws regarding this.

OTHER BUSINESS

Jason Cassell is the only signer on the checking account now. Kathy Knutson & Jose Butron will go to Skyline Bank to be signers on the checking account.

Needing to replace the buoys. It is not required but we feel like they need to be replaced.

Google listing is up and running. The website is not live yet. Needing vision, logo and mission statement on the website.

Meeting Adjourned

VCWA Secretary