

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
August 14, 2025 – 10:00 AM
Water Plant

BOARD MEMBERS PRESENT: Jose Butron, David Spicer, Mitch Smith, Jason Cassell, Mike Parlier

BOARD MEMBERS ABSENT

Darin Young, Kathy Knutson, Garrison Wagoner

OTHERS PRESENT

Angie Houck, Andy Blevins, Terry Osborne, Cole Osborne, Craig Williams

Jose Butron called the meeting to order. There is a quorum present. A motion was made to approve the agenda by Mitch Smith, Jason Cassell 2nd the motion. Motion approved.

MINUTES

Minutes are attached from August 14, 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 **August 2025** are:

Checking \$163,436.01

Reserves \$484,554.20

PAYABLES

See attached register

The September payable register is attached for review.

Jason Cassell made a motion to approve the August payable's registers, David Spicer 2nd the motion. Motion approved.

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

In August 2025, Twenty Three (23) invoices were submitted to the board for approval in the amount of \$48,209.47. The amount to be paid on the A/P register is \$48,209.47 + monthly reserve payment of \$1,542.20, with a total of \$49,751.67 being paid using operating funds.

In September 2025, Seventeen (17) invoices were submitted to the board for approval in the amount of \$38,157.15. The amount to be paid on the A/P register is \$38,157.15 + monthly reserve payment of \$1,542.20, with a total of \$39,699.35 being paid using operating funds.

LEGAL

ENGINEERING REPORT

PLANT OPERATIONS

Temporary permit 1077825T to complete the pilot test for the final 20 Scenario 2@. 10 of the tests have to date been completed and submitted to Lane Group for engineering review. August 23 deadline approaching. Working with regulators to complete. Spoke with Lane Group about study. Reviewing additional projects for repairs with Mitigation and cost review. Onboarding with new IT for general use computers and components completed. New P.O Box established for the VCWA (129)

Strong electrical storms creating issues with remote tank site communications and causing some water losses, although accounted for and purchased by systems. Continuing to process the permit information to close the study.

OLD BUSINESS

By-laws have to be reviewed by an attorney. Each member needs to review the by-laws one more time.

Once the website is up and running Sparta is going to put that on their facebook page. We need to look for ways to expand our facility and make more water.

NEW BUSINESS

OTHER BUSINESS

Jose Butron & Kathy Knutson will go to Skyline Bank asap to become signers on the checking account.

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

Meeting Adjourned

VCWA Secretary