



Rabun County Water and Sewer Authority Meeting Minutes January 9, 2024

I. Call to Order

Chairman Sam Beck called to order the January 2024 regular business meeting of the Rabun County Water and Sewer Authority (RCWSA) at 10:00 AM, January 9, at the Rabun County Water and Sewer Authority Business Office.

II. Roll Call

Chairman Sam Beck, Vice Chairman Jeff Hunter, Secretary Brett Cohee, Treasurer Jerry Krivsky, Claude Rickman, Stephen Arbitter, Martin Greene, John Joyce and David Hart were present at the RCWSA Business Office. A quorum was present. General Manager Brendan Thompson, Finance Manager Traci Adams, Distribution & Collections Manager Justin McCall, Construction and Maintenance Manager Christian Lovell, Wastewater Systems Manager Davis Speed, Rusty Hunnicutt, Israel Istre, Shawn Lovell, City of Clayton Council Members Amanda Harrold and Stacy Fountain, Zack Bryan with EMI and other members of the public were also in attendance.

III. Approval of minutes from prior meetings

Minutes of the regular meeting on December 12, 2023 had been e-mailed to the members. Mr. Rickman made a motion to approve the minutes, seconded by Mr. Hart.
ALL IN FAVOR

IV. General Manager's Report

- * December 2023 ending account balance was \$164,775.78. December 2023 water bill to City of Clayton was \$164,197.31 (\$18,334.81 was brought over from November 2023 bill as unpaid and was included. The pumped to distribution system volume for the South Water System (LRWTP) for December 2023 was 31,597,000 gallons; a decrease of 2,970,000 gallons or -8.6% from November 2023.
- * City of Clayton's December 2022 billing volume was 32,912,045 gallons. December 2023 billing volume was 39,272,169 gallons; an increase of 6,360,124 gallons or 19.3% from December 2022 to December 2023.
- * North Water System (LTWTP) pumped to distribution system for November 2023 was 28,008,000 gallons. December 2023 was 27,348,000 gallons; a decrease of 660,000 gallons or -2.4% from November 2023 to December 2023.

- * Meter readings for December 2023 were taken by RCWSA on December 26, 2023. Bills were sent out on December 29, 2023.
- * Mr. Thompson stated there were no new taps for the month of December 2023.
- * Unaccounted for water volume (South Water System) for December 2023 was .5%.
- * Unaccounted for water volume (North Water System) for December 2023 was 4.7%.
- * At the RCWRF, regular preventive maintenance on motors and machinery and grass mowing and weed-eating is ongoing.
- * Mr. Thompson stated there were no new sewer taps for December 2023.
- * Fire hydrant maintenance and valve exercising is ongoing.

V. Status Report for RCWSA - City of Clayton Control Valve Project to interconnect the RCWSA's North Water System with the City of Clayton
Control Valve is in operation. Standard Operating Procedures (SOP) are being developed.

VI. Status Report Rabun County Redundancy Water Project (Phase II)
Operational testing with the Control Valve is continuing in anticipation of LRWTP Filter Replacement Project.

VII. Status Report for Lake Rabun Water Treatment Plant Filter Replacement
Bids for the installation of the equipment and processes were received November 17, 2023 at 10am at the RCBOC Office. Only one bidder, Rehab Construction, submitted a bid. The bid amount was \$1,481,191.00. This was more than double what had been estimated so, after much discussion and input from RCWSA staff, the project has been rescheduled to January 2025. Project design review and cost analysis ongoing.

VIII. Status Report for Rabun County Redundancy Water Project (Phase III)
Easement review, analysis and acquisition is on-going. Design and 8-inch water main layout ongoing along South end of Wolfork Road. Scheduled to bid project in March 2024.

IX. Line of Credit from Rabun County Bank - \$100,000
The Board members discussed obtaining a \$100,000 line of credit from Rabun County Bank to cover expenses when revenues are behind in coming in. The Board agreed that any funds borrowed against the line of credit will be paid back within 30 days. Two signatures will be needed to open and/or start a particular withdrawal. Those that will be able to sign are the Chairman, Vice-Chairman, Treasurer,

Secretary and General Manager. Mr. Hunter made a motion to approve obtaining a \$100,000 line of credit from Rabun County Bank, seconded by Mr. Cohee. All in favor. Mr. Beck, Mr. Arbitter, Mr. Rickman and Mr. Krivsky abstained from voting. General Manager Thompson will move forward with securing the line of credit. Upon securing documents for said line of credit, Mr. Thompson will proceed with drafting a resolution to formalize the agreement for the Board to approve at a subsequent meeting.

**X. Approval of Invoices - Motion made by Mr. Cohee, seconded by Mr. Rickman.
APPROVED.**

Motion to Adjourn - Made by Mr. Rickman.

ADJOURNED