



Rabun County Water and Sewer Authority Meeting Minutes February 13, 2024

I. Call to Order

Chairman Sam Beck called to order the February 2024 regular business meeting of the Rabun County Water and Sewer Authority (RCWSA) at 10:00 AM, February 13, 2024 at the Rabun County Water and Sewer Authority Business Office.

II. Roll Call

Chairman Sam Beck, Vice Chairman Jeff Hunter, Treasurer Jerry Krivsky, Secretary Brett Cohee, Claude Rickman, Stephen Arbitter, 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 and Collections Manager Justin McCall, Construction and Maintenance Manager Christian Lovell, Wastewater Systems Manager Davis Speed, Rusty Hunnicutt, Clint Harbin, Keith Owens, 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. Amend February 13, 2024 Agenda

Chairman Beck asked for a motion to amend the February 13, 2024 Agenda to remove the item RCWSA Resolution 2024-01: Line of Credit from Rabun County Bank - \$100,000 and add item First Amendment to Intergovernmental Agreement by and between the Rabun County Board of Commissioners and the Rabun County Water and Sewer Authority regarding SPLOST Funding for Water and Sewer Infrastructure Projects. Mr. Cohee made a motion to amend the agenda, seconded by Mr. Rickman. **ALL IN FAVOR**

IV. Approval of minutes from prior meetings

Minutes of the regular meeting on January 9, 2024 had been e-mailed to the members. Mr. Krivsky made a motion to approve the minutes, seconded by Mr. Cohee. **ALL IN FAVOR**

V. General Manager's Report

* January 2024 ending account balance was \$233,064.14. January 2024 water

bill to City of Clayton was \$164,881.43 (\$14,354.63 was brought over from December 2023 bill as unpaid and was included. The pumped to distribution system volume for the South Water System (LRWTP) for January 2024 was 30,044,000 gallons; a decrease of 1,553,000 gallons or -4.9% from December 2023.

- * City of Clayton's January 2023 billing volume was 38,544,330 gallons. January 2024 billing volume was 40,152,227 gallons; an increase of 1,607,897 gallons or 4.2% from January 2023 to January 2024.
- * North Water System (LTWTP) pumped to distribution system for December 2023 was 27,348,000 gallons. January 2024 was 28,304,000 gallons; an increase of 956,000 gallons or 3.5% from December 2023 to January 2024.
- * Meter readings for January 2024 were taken by RCWSA on January 26, 2024. Bills were sent out on January 31, 2024.
- * Mr. Thompson stated there were no new taps for the month of January 2024.
- * Unaccounted for water volume (South Water System) for January 2024 was 3.0%.
- * Unaccounted for water volume (North Water System) for January 2024 was 4.8%.
- * 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 January 2024.
- * Fire hydrant maintenance and valve exercising is ongoing.

VI. Consolidation of RCWSA and the City of Clayton's Water and Sewer Systems

Mr. Thompson stated that four employees will move over from the City of Clayton to RCWSA. The RCWSA business office is almost complete and ready to move in at 137 Hiawassee Street. The City of Clayton is providing customer list and billing records to the RCWSA. The RCWSA will need to take possession of personal and real assets within a two-week period following Closing. Agreements for service, as well as the City of Clayton's customer deposit list, deposit amounts and totals will need to be received upon closing. The tentative closing date for consolidation is February 26, 2024 at 9:00 am at the RCWSA's business office at 137 Hiawassee Street in Clayton.

VII. Status Report for Lake Rabun Water Treatment Plant Filter Replacement

The project has been scheduled to begin in January 2025. Project design and review cost analysis is ongoing. Scheduled to bid project in July 2024.

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 from Wolfork Baptist Church along Wolfork Baptist Church Road through to the south end of Wolfork Road back to US 441 thereby creating a full loop. Scheduled to bid project in March 2024.

IX. First Amendment to the Intergovernmental Agreement by and Between Rabun County and the Rabun County Water and Sewer Authority Regarding SPLOST Funding for Water and Sewer Infrastructure Projects

Mr. Rickman made a motion to approve the First Amendment to the Intergovernmental Agreement by and Between Rabun County and the Rabun County Water and Sewer Authority Regarding SPLOST Funding for Water and Sewer Infrastructure Projects, seconded by Mr. Arbitter. **ALL IN FAVOR**

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

Motion to Adjourn - Made by Mr. Cohee.

ADJOURNED