



Rabun County Water and Sewer Authority Meeting Minutes September 10, 2024

I. Call to Order

Chairman Sam Beck called to order the September 2024 regular business meeting of the Rabun County Water and Sewer Authority (RCWSA) at 10:00 AM, September 10, 2024 at the Rabun County Water and Sewer Authority Business Office, 137 Hiawassee Street, Clayton, Ga.

II. Roll Call

Chairman Sam Beck, Vice Chairman Jeff Hunter, Treasurer Jerry Krivsky, David Hart, John Joyce, and Claude Rickman were present at the RCWSA Business Office. A quorum was present. General Manager Brendan Thompson, Finance Manager Traci Adams, Construction and Maintenance Manager Christian Lovell, Distribution and Collections Manager Shawn Lovell, Wastewater Systems Manager David Speed and Public Information Coordinator Blake Spurney were present. Zack Bryan with EMI was also present.

III. Approval of minutes from prior meetings

Minutes of the regular meeting on August 13, 2024 had been e-mailed to the members. Mr. Krivsky made a motion to approve the minutes, seconded by Mr. Joyce. **ALL IN FAVOR**

IV. General Manager's Report

- * August 2024 ending account balance was \$138,324.48.
- * August 2024 Water System Total Billings: \$294,219.44
- * August Wastewater System Total Billings: \$176,319.81
- * August 2024 Water and Wastewater Total Billings: \$470,539.25
- * August 2024 Accounts Receivable (A/R's) \$109,111.40 as of 8-31-24
- * South Water System (LRWTP) pumped to distribution system for July 2024 was 25,699,000 gallons. Pumped to distribution system volume for August 2024 was 26,376,000 gallons; an increase of 677,000 gallons or 2.6% from July 2024 to August 2024.
- * North Water System (LTWTP) pumped to distribution system for July 2024 was 25,596,000 gallons. August 2024 was 24,912,000 gallons; a decrease of 684,000

gallons or -2.7% from July 2024 to August 2024.

- * Meter readings for August 2024 were taken by RCWSA on August 22, 2024. Bills were sent out on August 30, 2024.
- * Mr. Thompson stated there were 4 new water connections for August 2024.
- * Unaccounted for water volume (South Water System) for August 2024 was 41.0%.
- * Unaccounted for water volume (North Water System) for August 2024 was 71.7%.
- * Total water system unaccounted for water volume for August 2024 was 53.9%.
- * At the RCWRF and the SCWRF, regular preventive maintenance on motors and machinery, grass mowing and weed-eating is ongoing.
- * Mr. Thompson stated there was one new sewer connection for August 2024.
- * Fire hydrant replacement, maintenance and valve exercising is ongoing.

V. Consolidation of RCWSA and the City of Clayton's Water and Sewer Systems
The Board discussed billing and meter status, maintenance and developing maintenance plans and development of a master plan for the consolidated Water and Wastewater system.

VI. Status Report for Rabun County Redundancy Water Project (Phase III)
Tom Adams Construction is scheduled to begin construction September 16, 2024 with anticipated completion in January 2025.

VII. Status Report for Lake Rabun Water Treatment Plant Filter Replacement
Test runs began in May 2024 bringing water South to Clayton from the LTWTP and are continuing. The project is out to bid as of August 12, 2024 with bids being due by October 8, 2024. Project scheduled to start January 2025.

VIII. Electronic Bill Payment to Vendors
The Board discussed expanding an electronic bill payment process to give more security and flexibility of payments to vendors. Mr. Thompson to draft a Resolution for the October 8, 2024 Regular Meeting for the RCWSA Board to consider for approval.

IX. Approval of Invoices - Motion made by Mr. Hunter, seconded by Mr. Joyce.
APPROVED.

Mr. Rickman made a motion to adjourn.

Adjourned.