



## Rabun County Water and Sewer Authority Meeting Minutes January 14, 2025

### I. Call to Order

Chairman Sam Beck called to order the January 2025 regular business meeting of the Rabun County Water and Sewer Authority (RCWSA) at 10:00 AM, January 14, 2025 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, Secretary Brett Cohee, Claude Rickman, John Joyce and Dee Van Camp (New Sky Valley Representative) were present at the RCWSA Business Office. A quorum was present. General Manager Brendan Thompson, Finance Manager Traci Adams, Human Resources Coordinator Josh Rimes 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 December 10, 2024 had been e-mailed to the members. Mr. Cohee made a motion to approve the minutes, seconded by Mr. Joyce.

**ALL IN FAVOR**

### IV. General Manager's Report

- \* December 2024 ending account balance was \$82,585.97.
- \* December 2024 Water System Total Billings: \$239,259.22
- \* December 2024 Wastewater System Total Billings: \$141,748.59
- \* December 2024 Water and Wastewater Total Billings: \$381,007.81
- \* December 2024 Accounts Receivable (A/R's) \$270,503.27 as of 12-31-24
- \* South Water System (LRWTP) pumped to distribution system for November 2024 was 28,518,000,000 gallons. Pumped to distribution system volume for December 2024 was 28,793,000 gallons; an increase of 275,000 gallons or 1.0% from November 2024 to December 2024.
- \* North Water System (LTWTP) pumped to distribution system for November 2024 was 20,014,000 gallons. December 2024 was 20,600,000 gallons; an increase of 586,000 gallons or 2.9% from November 2024 to December 2024.
- \* Meter readings for December 2024 were taken by RCWSA on December 20, 2024. Bills were sent out on December 31, 2024.

- \* Mr. Thompson stated there was four new water connection for December 2024.
- \* Unaccounted for water volume (South Water System) for December 2024 was 61.8%.
- \* Unaccounted for water volume (North Water System) for December 2024 was 56.3%.
- \* Total water system unaccounted for water volume for December 2024 was 56.3%.
- \* 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 connections for December 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. Grant procurement for the Master Plan was discussed. Mr. Thompson stated that the Grant Application process for the Master Plan had been undertaken with the Department of Community Affairs (DCA) and Georgia Mountain Regional Commission (GMRC) representatives.

**VI. Status Report for Rabun County Redundancy Water Project (Phase III)**  
 Wolffork Road 8-inch Water Main Installation Project - Tom Adams Construction began construction September 16, 2024; anticipated completion in February 2025.

**VII. Status Report for Lake Rabun Water Treatment Plant Filter Replacement**  
 Test runs are continuing; bringing water South to Clayton from the LTWTP continuing. Project bids were received on October 8, 2024. Tom Adams Construction was the low bidder at \$745,057.02. Project is scheduled to begin in January 2025.

**VIII. Status of Lead-Copper Rules Revision Project - Lead Line Inventory**  
 Shamgar, Inc. is continuing to inventory service lines throughout the water system. Projected completion by January 31, 2025.

**IX. Dunlap Street Sanitary Sewer Replacement**  
 Project has been completed.

**X. RCWRF South Secondary Clarifier Retrofit and Upgrades - Completed**

**XI. Approval of Invoices**  
 Mr. Hunter made a motion to approve invoices, seconded by Mr. Rickman.  
**ALL IN FAVOR**

Mr. Cohee made a motion to adjourn. - **Adjourned.**