



Rabun County Water and Sewer Authority Meeting Minutes November 11, 2025

I. Call to Order

Chairman Sam Beck called to order the November 2025 regular business meeting of the Rabun County Water and Sewer Authority (RCWSA) at 10:00 AM, November 11, 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, Treasurer Jerry Krivsky, Secretary Brett Cohee, John Joyce, and David Hart were present at the RCWSA Business Office. A quorum was present. General Manager Brendan Thompson, Finance Manager Traci Adams, Public Information Coordinator Blake Spurney and Zack Bryan with EMI were also present.

III. Approval of minutes from prior meetings

Minutes of the regular meeting on October 14, 2025 had been e-mailed to the members. Mr. Krivsky made a motion to approve the minutes, seconded by Mr. Van Hunter. **ALL IN FAVOR.**

IV. General Manager's Report

- * October 2025 ending account balance was \$53,036.41
- * October 2025 Water System Total Billings: \$63,028.66
- * October 2025 Wastewater System Total Billings: \$158,500.55
- * October 2025 Water and Wastewater Total Billings: \$421,529.21
- * October 2025 Accounts Receivable (A/R's) \$193,839.38 as of 10-31-25
- * South Water System (LRWTP) pumped to distribution system for September 2025 was 26,216,000 gallons. Pumped to distribution system volume for October 2025 was 31,381,000 gallons; an increase of 5,165,000 gallons or 19.7% from September 2025 to October 2025. There was one new water connections on the south water system for the month of October 2025.
- * North Water System (LTWTP) pumped to distribution system for September 2025 was 27,444,000 gallons. October 2025 was 23,309,000 gallons; a decrease of 4,135,000 gallons or -15.1% from September 2025 to October 2025. There were no new water connections on the north water system for October 2025.
- * Meter readings for October 2025 were taken by RCWSA on October 20, 2025. Bills were sent out on October 31, 2025.
- * Unaccounted for water volume (South Water System) for October 2025 was 44.72%.

- * Unaccounted for water volume (North Water System) for October 2025 was 56.64%.
- * Total water system unaccounted for water volume for October 2025 was 48.41%.
- * At the RCWRF and the SCWRF, regular preventive maintenance on motors and machinery is ongoing.
- * Mr. Thompson stated there were no new sewer connections for October 2025.
- * Fire hydrant replacement, maintenance and valve exercising is ongoing.

V. RCWSA Water and Sewer Systems Update

The Board discussed billing and meter status. The Board discussed the Master Plan for the RCWSA's Water and Wastewater System. The Master Plan application was approved July 25, 2025 and will be effective October 1, 2025 through September 30, 2027.

VI. RCWSA Resolution 2025-06 Adopting the October 23, 2023 Revision of the RCWSA's Employee Handbook.

Mr. Cohee made a motion to approve Resolution 2025-06, seconded by Mr. Hart. **ALL IN FAVOR**

VII. Leak Analysis and Detection

Mr. Thompson stated that the RCWSA has hired Mack Jones to assist with leak analysis and detection. Mr. Thompson stated that several data loggers have been placed and leak detection analysis is ongoing. The Board also discussed meter change outs and new billing and financial software.

VIII. Approval of Invoices

Mr. Hunter made a motion to approve invoices, seconded by Mr. Joyce. **ALL IN FAVOR.**

ADJOURN - Mr. Hunter made a motion to adjourn.