



Rabun County Water and Sewer Authority Meeting Minutes January 13, 2026

I. Call to Order

Chairman Sam Beck called to order the January 2026 regular business meeting of the Rabun County Water and Sewer Authority (RCWSA) at 10:00 AM, January 13, 2026 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, Claude Rickman and David Hart were present at the RCWSA Business Office. Stephen Arbitter was present by telephone. A quorum was present. General Manager Brendan Thompson, Finance Manager Traci Adams, Public Information Coordinator Blake Spurney, Human Resources Coordinator Josh Rimes and Zack Bryan with EMI were also present.

III. Approval of minutes from prior meetings

Minutes of the regular meeting on December 9, 2025 had been e-mailed to the members. Mr. Hunter made a motion to approve the minutes, seconded by Mr. Hart. **ALL IN FAVOR.**

IV. General Manager's Report

- * December 2025 ending account balance was \$100,493.06
- * December 2025 Water System Total Billings: \$283,086.77
- * December 2025 Wastewater System Total Billings: \$160,420.28
- * December 2025 Water and Wastewater Total Billings: \$443,507.05
- * December 2025 Accounts Receivable (A/R's) \$165,213.28 as of 12-31-25
- * South Water System (LRWTP) pumped to distribution system for November 2025 was 28,501,000 gallons. Pumped to distribution system volume for December 2025 was 28,432,000 gallons; a decrease of 69,000 gallons or -.2% from November 2025 to December 2025. There were two new water connections on the south water system for the month of December 2025.
- * North Water System (LTWTP) pumped to distribution system for November 2025 was 22,205,000 gallons. December 2025 was 24,780,000 gallons; an increase of 2,575,000 gallons or 11.6% from November 2025 to December 2025. There were no new water connections on the north water system for December 2025.
- * Meter readings for December 2025 were taken by RCWSA on December 19, 2025. Bills were sent out on December 31, 2025.

- * Unaccounted for water volume (South Water System) for December 2025 was 45.8%.
- * Unaccounted for water volume (North Water System) for December 2025 was 56.4%.
- * Total water system unaccounted for water volume for December 2025 was 48.7%.
- * At the RCWRF and the SCWRF, regular preventive maintenance on motors and machinery is ongoing.
- * Mr. Thompson stated there were two new sewer connections for December 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. Sewer manhole locates and condition scope from Woolpert, a subconsultant for EMI, to be done under the Master Plan has been reviewed and those services will be started in April 2026.

VI. 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. Mr. Thompson also stated that the RCWSA Staff was installing modulating valves on the Big Screamer Tank and the Greg Peters Tank to allow more control of the tanks' flows and allow the tanks to be isolated; helping in leak detection. The Board also discussed meter change outs and new Edmunds billing and financial software.

VII. Approval of Invoices

Mr. Rickman made a motion to approve invoices, seconded by Mr. Hart.
ALL IN FAVOR.

ADJOURN - Mr. Rickman made a motion to adjourn.