

Tahuya River Valley Water District

P.O Box 849
Belfair, WA 98528

April 22, 2025 minutes as follows:

Meeting called to order: **6:02 PM** at 1665 NE Tahuya River Dr.

- Present: Lisa Johnson, Pretoria Randles, Danielle Andrews
- Community: none

A. Additions:

- a. Lisa curated a new customer list that contains only active customers.
- b. Jason started work to clean up the water tower; junk removed, drain cleaned.

B. Approval of minutes from last meeting:

- a. Moved by Torrie, 2nd by Danielle, approved by all.

C. Water operations & Testing results for March:

- a. Coliform absent.

D. Commissioner compensation & time sheets:

- a. Lisa with 3 commissioner compensations, Torrie 2, and Danielle 1.

E. Financial report prepared by Lisa:

- a. Moved by Torrie, 2nd by Danielle, approved by all.

F. Following vouchers were approved:

- a. Moved by Torrie, 2nd by Danielle, approved by all.
- b. PUD 3 bill arrived April 22, so Lisa estimated \$300.00. This was over the total bill, so TRVWD will have a credit next month.
- c. Lisa contacted Drew Noble about getting TRVWD re-added to the insurance pool to lower insurance costs. Drew has yet to respond.
- d. TRVWD does not need to pay for WA Cares or unemployment.

Mason County PUD 3	Pumps 1,2, & 3	300.00
Lisa Johnson	Commissioner Pay	439.77
Danielle Andrews	Commissioner Pay	146.59
Pretoria Randles	Commissioner Pay	293.17
Belfair Tax/ABC Bookkeeping	Payroll Bookkeeping	310.00
Douglas Insurance	Insurance	3033.00
Postmaster	PO Box fee / stamps	100.80
Correct Equipment	Water Operations	158.34
Hood Canal Construction LLC	Water Operations	1880.00
H2O Management Services INC	Water Operations	407.00
United States Treasury	Quarterly Taxes	443.40
L&I		4.63
ESD		21.05
		7537.75

G. Billing Report:

- a. 1 insufficient check for \$35.
- b. Accounts 84 & 162 are on payment plans.
- c. Accounts 8, 151, 163 have not paid.

Meeting Adjourned: 6:40 PM

Tahuya River Valley Water District

P.O Box 849
Belfair, WA 98528

- d. Jason has talked to accounts 12 & 90.
- e. Account 76 had a credit applied to the incorrect account; this has been fixed.
- f. Accounts 32, 54, 64, 130, & 146 paid.
- g. The bill for account 138 was sent on 18 April 2025.
- H. Meter readings:
 - a. Possibly adding too many digits to the reading of meters at the towers? Need to get pictures of these meters to confirm.
- I. Old business:
 - a. Contact Trail's End WD for help with software.
 - b. Still need to get a new laptop.
 - c. Danielle has set up a Google Drive account. Will move forward with this starting next month.
- J. Community input – none.
- K. Executive meeting – none.

Meeting Adjourned: 6:40 PM