

Tahuya River Valley Water District

P.O Box 849
Belfair, WA 98528

May 27, 2025 minutes as follows:

Meeting called to order: **6:08 PM** at 1665 NE Tahuya River Dr.

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

- A. Additions:
 - a. Work session on June 10 at 6pm to establish policies and procedures.
- B. Approval of minutes from last meeting:
 - a. Moved by Torrie, 2nd by Danielle, approved by all.
- C. Water operations & Testing results for April:
 - a. Coliform absent.
 - b. Email from DOH: Must read wells 1 & 3 meters daily June 23 – September 5.
- 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. Fined for missing paying excise tax; Lisa immediately contacted bookkeeper to fix issue and requested a penalty waiver for next year.

Mason County PUD 3	Pumps 1,2, & 3	230.16
Lisa Johnson	Commissioner Pay	439.75
Danielle Andrews	Commissioner Pay	146.60
Pretoria Randles	Commissioner Pay	293.18
Belfair Tax/ABC Bookkeeping	Payroll Bookkeeping	160.00
Postmaster	PO Box fee / stamps	100.80
Hood Canal Construction LLC	Water Operations	300.00
Dille Law, PLLC	Liens	283.50
Dept of Health	Operating License	422.00
H2O Management Services INC	Water Operations	482.00
Dept of Revenue	Excise Tax	3951.29
		6810.08

- G. Billing Report:
 - a. Account 151 maybe squatting; shut off multiple times due to payment issues.
- H. Meter readings:
 - a. Figured out issue with reading meters on wells – added 2 extra digits while reading. Will get in touch with Evergreen Rural Water of Washington for help.
- I. Old business:
 - a. Ordered new HP 15.6" business laptop from Amazon \$437.83 + tax
 - b. Started using Google account.
- J. Community input – none.
- K. Executive meeting – none.

Meeting Adjourned: 7:01PM