

Tahuya River Valley Water District

P.O Box 849
Belfair, WA 98528

January 23, 2024, 2024 minutes as follows:

Meeting called to order 6:00 PM at 1665 NE Tahuya River Dr.

Present: Lisa Johnson, Pretoria Randles, Brian Gregory.

Community: Devin Andrews, Danielle Andrews

- A. Additions- email sent for previous water commissioner. Added to J
- B. Approval of minutes from last meeting. Moved by Brian, 2nd by Torrie, approved by all.
- C. Water operations & Testing results for December, coliform absent. Brian to get bids on electrician for generator. Jason replaced meters at 1781 Tahuya River Dr and 110 River Rd both frozen and leaked.
- D. Commissioner compensation & time sheets. 2.5 hours reading meters. Lisa with; 18.5 hours Bookkeeping. Commissioner compensation increase to \$161.00 per day.
- E. Financial report prepared by Lisa. Moved by Brian, 2nd by Torrie, approved by all.
- F. Following vouchers were approved. Moved by Brian; 2nd Torrie, approved by all.

Mason County PUD 3	Pumps 1 & 3	184.68
Mason County PUD 3	Pumps 2 & 4	51.10
Lisa Johnson	Commissioner Pay	116.68
Pretoria Randles	Commissioner Pay	116.68
Brian Gregory	Commissioner Pay	56.68
Anthony Butler	Bookkeeper Pay	407.69
Barbara E Butler	Meter Reading Pay	136.39
Franklin T Butler	Meter Reading Pay	136.39
Belfair Tax/ABC Bookkeeping	Payroll Bookkeeping	430.00
H2O Management Services INC	Water Operations	412.00
US Postal Service	Stamps	95.20
US Postal Service	PO Box Fee	342.00
US Treasury	Quarterly Tax	661.34
Employment Security Dept	Unemployment Insurance	6.08
Department of Labor & Industries	Labor & Industries	61.94
Dept of Revenue	Excise Tax	3238.70
Employment Security Dept	ESD Washington Cares	18.25
Employment Security Dept	ESD Paid Family Leave	18.31
State Auditor's Office	Audit	1793.40
		8283.51

Meeting Adjourned: at 6:56 PM

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G. Billing Report – 16 shut off notices sent. Shut Off date has been set: Bills not paid by the end of the month will have service shut off on Feb 2, 2024.

Billing software outdated, no longer offering updates. Lisa will investigate new software.

H. Meter readings – Completed.

I. Resolution 2024-1 Petty cash account and debit cards. Moved by Brian, 2nd by Torrie, approved by all.

J. Brian will contact Lydia Bower, PE at Northwest Water Systems, Inc.

K. Community input – question about meter location and how water district runs.

L. Executive meeting – none.