

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584
TELECONFERENCE AVAILABLE
Per State of Emergency Declared in Washington State and Mason County
January 6, 2022 1:00 P.M.**

AGENDA

1. Call to Order
2. Roll Call
3. Subscriber Remarks
4. Correspondence
5. Present Agenda
6. Minutes of the December 16, 2021 Regular Meeting (2-3)

REPORTS:

7. Commissioner Reports
8. Financial/Administrative Report:
 - Bills to Be Authorized:
 - Voucher 2022-02
 - Bills to Be Reviewed:
 - Voucher 2022-01
 - Monthly Billing Report (4)
9. General Manager's Report

BUSINESS:

10. Approve Annual Contract with Wittenberg CPA
11. Discuss/Approve Salary Increase for the General Manager

As per the State of Emergency, the district's Open Public Meetings will be available via teleconference.

To join a meeting, follow the instructions below:

- 1. Call (425) 436-6260 or (800) 719-6100**
- 2. Enter Access Code 535 9093 #**

If you have a webcam-enabled computer, you may try to connect to the meeting using the link below:

<https://hello.freeconference.com/conf/call/5359093>

Note: Due to limited internet connection speeds at Hartstene Pointe, joining meetings via webcam may lead to reduced quality

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
December 16, 2021
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584
TELECONFERENCE AVAILABLE
Per State of Emergency Declared in Washington State and Mason County**

MINUTES

PRESENT: President E. J. Anderson, Secretary S. Swart, Audit Commissioner A. Hospador, General Manager (GM) J. Palmer, Project & Accounts Manager (PM) J. Sartori

CALL TO ORDER: The meeting was called to order at 1:00 pm.

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: PM noted thirteen late notices were sent in the mail

PRESENT AGENDA: *Commissioner Hospador moved to adopt the agenda. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the agenda was adopted as presented.*

MINUTES: The minutes of the December 2, 2021 regular meeting were presented. *Commissioner Hospador moved to approve the minutes. Commissioner Anderson seconded. Commissioner Hospador noted a correction needed. Hearing 3 aye votes and 0 nay votes, the minutes were approved as amended.*

REPORTS:

Commissioner Reports: None

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2021-48, in the amount of \$ 33,673.28, was presented. *Commissioner Hospador moved to approve voucher 2021-48 in the amount of \$33,673.28. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented Voucher 2021-47

General Manager's Report: GM presented his report on the current state of the District

BUSINESS:

Briefly Review & Discuss COLA for Possible Wage Adjustments in 2022: PM provided CPI data to consider implementing a COLA clause in the District's H.R. policies

Discuss/Approve Observing "Juneteenth" Holiday Beginning 2022: Commissioners discussed options for observing the "Juneteenth" federal/state holiday beginning in 2022 and took into consideration what other Districts opted to observe. **Commissioner Swart moved to amend the employee handbook to recognize "Juneteenth" as a half-day, as it is recognized as a Federal and**

State holiday. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the motion passes.

Perform a Review of General Manager's Performance:

President Anderson called for fifteen-minute executive session at 2:15 pm for the purpose of conducting a personnel review of the General Manager. The meeting will resume at 2:30. No business transacted.

The meeting resumed at 2:30 pm.

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:35 pm.

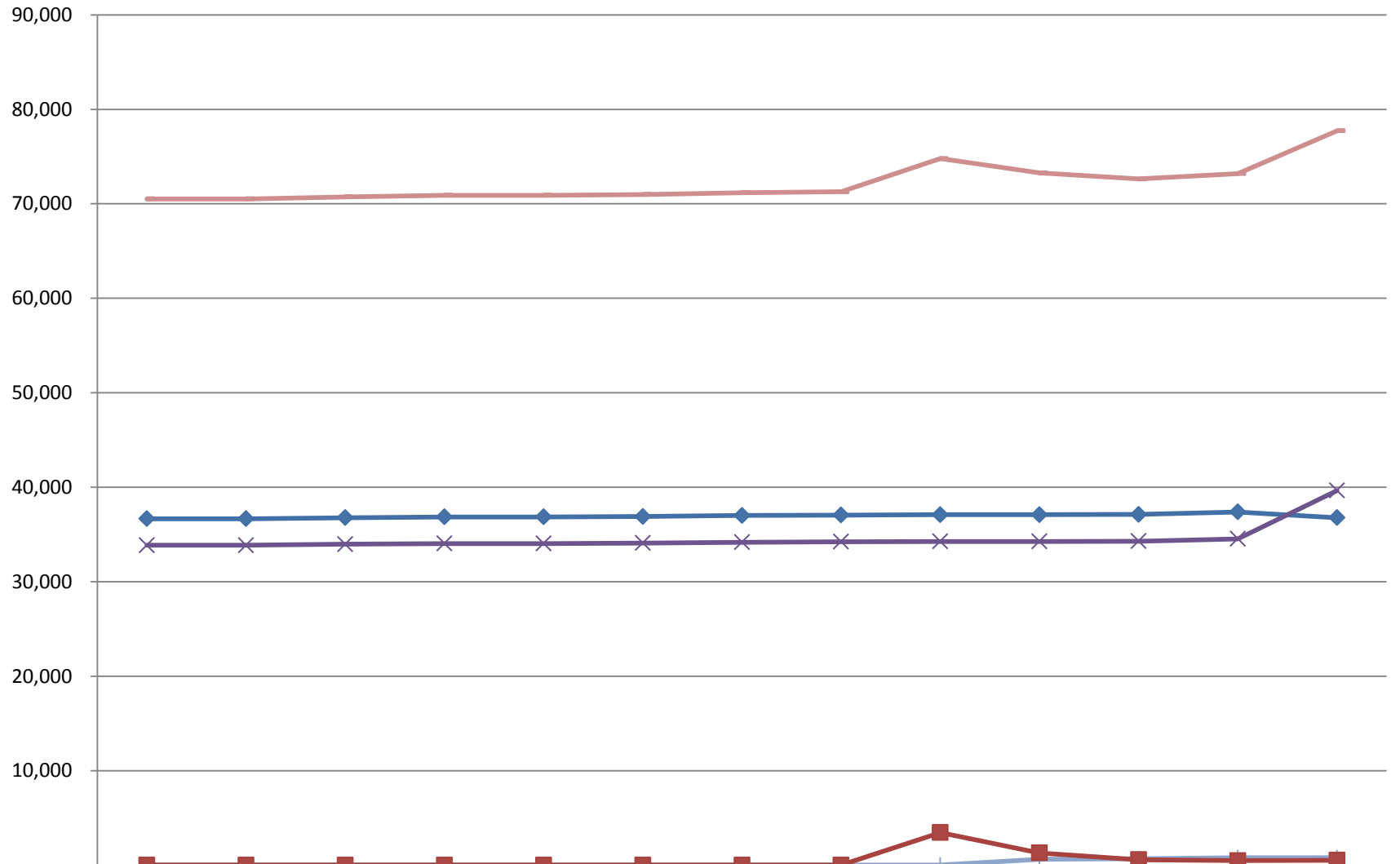
Respectfully Submitted By:

Signature

Stacy Swart, Secretary, Commissioner #3
Name and Title

Approved at the Regular Meeting of the Board on: 1-6-2022

Regular Utility Billing



	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	June 2021	July 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022
◆ Water Service	36,656	36,656	36,772	36,854	36,854	36,901	37,004	37,051	37,086	37,086	37,116	37,386	36,774
✕ Sewer Service	33,862	33,862	33,968	34,043	34,043	34,088	34,180	34,224	34,255	34,255	34,282	34,531	39,644
+ Late/Misc. Fees	-	-	-	-	-	-	-	-	-	630	667	794	794
■ Consumption	-	-	-	-	-	-	-	-	3,440	1,295	570	480	515
— Total Charges	70,518	70,518	70,740	70,897	70,897	70,988	71,184	71,275	74,781	73,265	72,634	73,191	77,727