

**HARTSTONE POINTE WATER-SEWER DISTRICT
REGULAR MEETING
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584
July 7, 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 June 16, 2022 Regular Meeting (2-3)
7. Minutes of the June 23, 2022 Special Meeting (4)

REPORTS:

8. Commissioner Reports
9. Financial/Administrative Report:
 - Bills to Be Authorized:
 - Voucher 2022-27
 - Bills to Be Reviewed:
 - Voucher 2022-26
 - Monthly Billing Report: July 2022 (4)
10. General Manager's Report

BUSINESS:

11. Discuss Promotion of "Imagine a day without water"
12. Update on Correspondence with Century West Engineering

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
June 16, 2022
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584
TELECONFERENCE AVAILABLE**

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 1:05 pm.

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: Commissioner Swart shared points discussed in a meeting with a resident regarding budgeting and loans.

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 June 2, 2022 regular meeting were presented. *Commissioner Hospador moved to approve the minutes. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved as presented.*

REPORTS:

Commissioner Reports:

- Commissioner Hospador reported a leak on Pointes Drive East
- Commissioner Anderson brought up several points of discussion in the engineering report
- Commissioner Swart shared an article regarding methods of inspecting CIPP
- Commissioner Hospador presented an opportunity to teach students at Pioneer School in the area of science through a contact who works at the school.

President Anderson called for a five-minute recess at 1:30 pm. The meeting resumed at 1:40 pm.

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2022-25, in the amount of \$ 26,746.83, was presented. *Commissioner Swart moved to approve voucher 2022-25 in the amount of \$ 26,746.83. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented Voucher 2022-24 for review
- Monthly Billing Report:
 - PM presented the monthly billing report for June 2022

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

BUSINESS:

Review & Discuss Engineering Plan/Plots: Commissioners reviewed and discussed the engineering plan with the accompanying plots provided by Century West Engineering.

Annual Performance Review of GM Performance:

President Anderson called for a thirty-minute executive session pursuant to RCW 42.30.110 Section 1(g) at 3:20 pm for the purpose of conducting the General Manager's performance review. The meeting will reopen at 3:50.

The meeting reopened at 3:50 pm.

President Anderson called for a ten-minute executive session pursuant to RCW 42.30.110 Section 1(g) at 3:20 pm for the purpose of conducting the General Manager's performance review. The meeting will reopen at 4:00.

The meeting reopened at 4:00 pm.

President Anderson called for a twenty-minute executive session pursuant to RCW 42.30.110 Section 1(g) at 4:00 pm for the purpose of conducting the General Manager's performance review. The meeting will reopen at 4:20.

The meeting reopened at 4:20 pm.

President Anderson called for a twenty-five-minute executive session pursuant to RCW 42.30.110 Section 1(g) at 4:20 pm for the purpose of conducting the General Manager's performance review. The meeting will reopen at 4:45.

The meeting reopened at 4:45 pm.

Commissioner Hospador moved to approve the General Manager's updated contract. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the updated contract is approved.

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 4:45 pm.

Respectfully Submitted By:

Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 7-7-2022

**HARTSTENE POINTE WATER-SEWER DISTRICT
SPECIAL MEETING of the BOARD OF COMMISSIONERS
June 23, 2022
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

MINUTES

PRESENT: President E. J. Anderson, Secretary S. Swart, Audit Commissioner A. Hospador, General Manager J. Palmer, C. Milanowski

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

SUBSCRIBER REMARKS: No subscribers present

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

REPORTS:

Commissioner Reports:

- Commissioners discussed desired content moving forward in future meetings in an effort to be more efficient

BUSINESS:

Addressing Emergency Preparedness for the District: Commissioners reviewed and discussed emergency preparedness at the District.

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 3:00 pm.

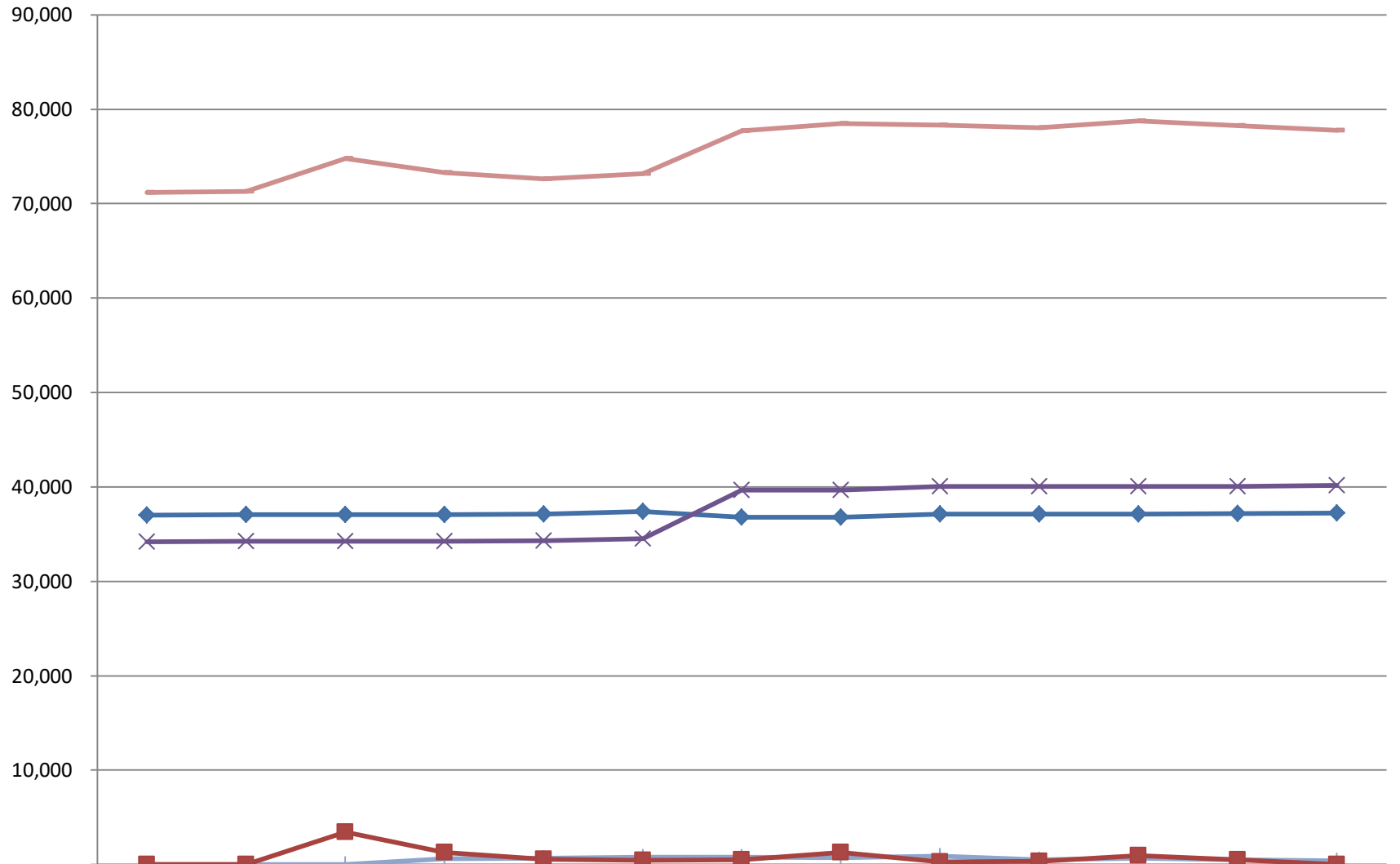
Respectfully Submitted By:

Signature

Stacy Swart, Secretary, Commissioner #3
Name and Title

Approved at the Regular Meeting of the Board on: 7-7-2022

Regular Utility Billing



	July 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022
◆ Water Service	37,004	37,051	37,086	37,086	37,116	37,386	36,774	36,806	37,121	37,138	37,118	37,170	37,233
✕ Sewer Service	34,180	34,224	34,255	34,255	34,282	34,531	39,644	39,677	40,030	40,046	40,025	40,077	40,145
+ Late/Misc. Fees	-	-	-	630	667	794	794	704	886	493	694	483	416
■ Consumption	-	-	3,440	1,295	570	480	515	1,280	280	345	950	530	-
— Total Charges	71,184	71,275	74,781	73,265	72,634	73,191	77,727	78,467	78,317	78,021	78,786	78,260	77,793