

**HARTSTENE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING  
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584  
August 3, 2023 1:00 P.M.**

**AGENDA**

1. Call to Order
2. Roll Call
3. Subscriber Remarks
4. Correspondence
5. Present Agenda
6. Minutes of the July 20, 2023 Regular Meeting (2-3)

**REPORTS:**

7. Commissioner Reports
8. Financial/Administrative Report:
  - Bills to Be Authorized:
    - Voucher 2023-29
    - Voucher 2023-30
9. General Manager's Report

**BUSINESS:**

10. Reschedule September 21, 2023 Regular Meeting
11. Annual GM Performance Evaluation (*executive session possible*)

**OLD BUSINESS:**

12. GM Attendance of Pre-Construction Meetings
13. Zoleo Training/Use
14. Posting of HPWSD Stance on Emergency Preparedness as it Relates to Water and Sewer

**HARTSTONE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING of the BOARD OF COMMISSIONERS  
July 20, 2023  
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

**MINUTES**

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

**CALL TO ORDER:** The meeting was called to order at 1:02 pm

**SUBSCRIBER REMARKS:** None Present

**CORRESPONDENCE:**

- Commissioner Swart shared correspondence with Tom T. regarding Zoleo emergency communications
- Commissioner Swart shared communication from Jeff W. inquiring if the District conducted geo survey of the east bluff survey and I informed him that the District has not

**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 July 6, 2023 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 Anderson shared an AARP magazine article regarding the surging costs of water
- Commissioner Swart signed up for an EPA webinar on July 25, “Wildfire Impacts on Drinking Water”
- Commissioner Swart presented WASWD’s 2024 Preliminary Legislative Agenda
- Commissioner Swart reviewed WASWD’s July 20<sup>th</sup> updates and encouraged commissioners and staff to review recording of Workplace Violence presentation
- Commissioner Swart shared preconstruction packet for review prior to proposal of new forms
- Commissioner Swart presented disaster preparation resources for review

**Water Board Bible, Chapter Two (2):** Commissioners reviewed and discussed chapter

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2023-28 in the amount of \$ 37,690.83 was presented. *Commissioner Swart moved to approve voucher 2023-28 in the amount of \$ 37,690.83. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - PM presented Voucher 2023-27 for review
- Monthly Financial Report: PM presented the monthly financial report for June 2023

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

**BUSINESS:**

**Advise Community of Sewer Project:** Commissioners and staff discussed giving advanced notice regarding the upcoming sewer project and how it will impact the community. Staff will coordinate with Century West Engineering regarding timeline and draft a notice, to be distributed via multiple media mediums.

**Annual General Manager Performance Review:** Commissioners continued the GM’s performance review. Commissioners tabled the review for a future meeting.

*Commissioner Anderson moved to adjourn the meeting. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 4:20 pm.*

Respectfully Submitted By:

\_\_\_\_\_  
*Signature*

Stacy Swart, Secretary, Commissioner #3  
\_\_\_\_\_  
*Name and Title*

Approved at the Regular Meeting of the Board on: 8-3-2023