

**HARTSTENE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING of the BOARD OF COMMISSIONERS  
November 7, 2019  
District Office, 772 E Chesapeake Drive, Shelton, WA 98584**

**MINUTES**

**PRESENT:** President C. Swenson, Secretary A. Hospador, Commissioner D. McNabb, General Manager (GM) D. Carnahan, District Clerk (Clerk) J. Sartori.

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

**SUBSCRIBER REMARKS:** One subscriber present. Subscriber noted he is pleased that the district is looking into grant funding. Subscriber is pleased the district wants to repair/replace the aging infrastructure. Subscriber inquired about criteria for becoming a commissioner. Commissioners and Clerk fielded questions.

**CORRESPONDENCE:** None.

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

**MINUTES:** The minutes of the October 17, 2019 regular meeting were presented. *Commissioner Hospador moved to approve the minutes as presented. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved as presented.*

The minutes of the November 2, 2019 Budget Hearing were presented. Commissioner Hospador noted a misspelled word. *Commissioner Hospador moved to approve the minutes as presented. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved as presented.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner Hospador distributed a project list for the district to consider using for developing a five-year plan.
- Commissioner McNabb presented an article, "Overview of Regulatory Activity" by American Water Works Association.
- Commissioners reviewed and discussed items from the Water Board Bible.

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2019-32, in the amount of \$41,774.01, was presented. *Commissioner Hospador moved to approve voucher 2019-32 in the amount of \$41,774.01. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - Clerk presented Voucher 2019-31 in the amount of \$222.05 for review.

*Commissioner Swenson called for a five-minute recess at 1:55 pm. Meeting resumed at 2:00 pm.*

**BUSINESS:**

*Discuss/Approve Allocation of \$10,000 for Security House Rental: Commissioner Hospador moved to allocate \$10,000 in the 2020 budget for rental expenses and to authorize GM to negotiate lease contract with HPMA. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the funds are allocated.*

*Approve Final 2020 Budget: Commissioner Hospador moved to adopt Resolution 2019-03, "Adopting the 2020 Budget." Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the resolution is adopted.*

*Commissioner Hospador moved to adopt Resolution 2019-04, "Adopting a District Fee Schedule for 2020." Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the resolution is adopted.*

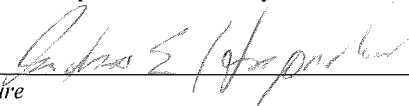
*Reimburse GM for Budget Hearing Refreshments: Commissioner Hospador moved to reimburse GM. Commissioner Swenson seconded. Hearing 3 aye votes and 0 nay votes, the motion is approved.*

*Approve an Additional \$1,000 for Well #4 Fence: Commissioner McNabb moved to approve an addition \$1,000 for the Well #4 Fence project. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the motion is approved.*

*Review Selection Process for Commissioners: Commissioners reviewed the process for selecting commissioners. Commissioner Hospador moved to schedule a special meeting on December 10th at 1:00 pm at the district office for the purpose of interviewing potential appointees. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the meeting is scheduled.*

*Commissioner McNabb moved to adjourn the meeting. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:50 pm.*

Respectfully Submitted By:

  
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Signature

Andrew Hospador, Secretary  
Name and Title

Approved at the Regular Meeting of the Board on: 11-21-19