

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
February 6, 2020
District Office, 772 E Chesapeake Drive, Shelton, WA 98584**

MINUTES

PRESENT: Acting President D. McNabb, Secretary A. Hospador, Commissioner S. Swart, General Manager (GM) D. Carnahan, 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: None.

PRESENT AGENDA: Commissioner Swart requested to change business item 13 to “13. Discuss/Approve GM and Commissioner Swart Registration, Travel and Lodging Expenses for WASWD Spring Conference.” GM requested to add “16. Review Lease Agreement.” *Commissioner Swart moved to adopt agenda as amended. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the agenda was adopted as amended.*

MINUTES: The minutes of the January 16, 2020 regular meeting were presented. *Commissioner Hospador moved to approve the minutes as presented. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved as presented.*

REPORTS:

Commissioner Reports:

- Commissioner Swart presented PUD newsletter and suggested we looked at providing similar information at some point to our subscribers
- Commissioner Hospador shared an article from Control Engineering magazine, “Real Time Monitoring, Control for Water, Wastewater Systems”
- Commissioner McNabb presented an article “Forever Chemicals Polluting Tap Water, Required Checks Coming”
- Commissioner McNabb shared an article regarding asset management
- Commissioner McNabb submitted letter of resignation, effective immediately
- *Commissioner Hospador moved to accept Commissioner McNabb’s resignation. Commissioner Swart seconded. Hearing 2 aye votes a 0 nay votes, Commissioner McNabb’s resignation is accepted.*

Water Board Bible Chapter Review: Commissioners decided to table chapter review.

Financial/Administrative Report:

- Bills to Be Authorized:

- Voucher 2020-05, in the amount of \$14,134.40, was presented. *Commissioner Swart moved to approve voucher 2020-05 in the amount of \$14,134.40. Commissioner Hospador seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed: PM presented voucher 2020-04 for review.
- PM presented Billing Report
- PM presented February Billing Report

General Manager’s Report: GM presented his report on current state of the district.

BUSINESS:

Approve Resolution 2020-01: *Commissioner Swart moved to adopt Resolution 2020-01: “ADOPTING DISTRICT POLICY FOR WATER/SEWER ACCOUNTS, DELINQUENCIES, SHUT-OFFS, LIENS, BILLING DISPUTES.” Commissioner Hospador seconded. Hearing 2 aye votes and 0 nay votes, Resolution 2020-01 is adopted.*

Reappoint Commissioner #3: Commissioners tabled this item.

Discuss/Approve GM and Commissioner Swart Registration Travel and Lodging Expenses for WASWD Spring Conference: *Commissioner Swart moved to approve expenses. Commissioner Hospador seconded. Hearing 2 aye votes and 0 nay votes, the expenses are approved.*

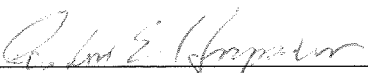
Review Commissioner Candidate Qualifications, Determine Interview Dates, if Necessary: Commissioners reviewed and discussed candidate qualifications. *Commissioner Hospador moved to appoint Earl Jim Anderson to fill commissioner seat #2. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, Earl Jim Anderson is appointed to fill commissioner seat #2, term ending December 31, 2021.*

Discuss Strategic Planning: Commissioners wish to discuss Strategic Planning when a third commissioner is present.

Review Lease Agreement: GM presented lease agreement proposal from HPMA for lease of Security House. Commissioner Swart moved to accept lease agreement proposal. Commissioner Hospador seconded. Hearing 2 aye votes and 0 nay votes, the lease agreement proposal is accepted.

Commissioner Swart moved to adjourn the meeting. Commissioner McNabb seconded. Hearing 2 aye votes and 0 nay votes, the meeting adjourned at 2:45 pm.

Respectfully Submitted By:



 Signature

Andrew E Hospador, Secretary

 Name and Title

Approved at the Regular Meeting of the Board on: 2-20-2020