

HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
November 19, 2020
Conducted Via Teleconference
Per State of Emergency Declared in Washington State and Mason County

MINUTES

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

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

SUBSCRIBER REMARKS: PM noted correspondence from a rate payer who felt positive about the 2021 budgeting process and results.

CORRESPONDENCE: None.

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

MINUTES: The minutes of the November 5, 2020 regular meeting were presented. Commissioner Swart noted corrections to be made. *Commissioner Swart moved to approve the minutes as amended. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

REPORTS:

Commissioner Reports:

- Commissioner Hospador presented “The Great Shakeout” in preparation for discussing emergency preparedness.
- Commissioner Swart reviewed the Legislative Outreach Workshop she attended, emphasizing in the following areas:
 - The Public Works Trust Fund
 - Modifying ways to help people pay during Covid crisis
 - Implemented special purpose district rules of transparency
 - Commissioner Swart looks to work with legislators to lobby on several issues involving special purpose utility districts.

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2020-46, in the amount of \$27,187.39, was presented in full. *Commissioner Hospador moved to approve voucher 2020-46 in the amount of \$27,187.39. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented voucher 2020-45 for review

General Manager's Report: Commissioners reviewed submitted report

BUSINESS:

Approve Resolution 2020-05, Adopting the 2021 Budget: Commissioners discussed the feedback submitted from subscribers and discussed the 2021 budget. *Commissioner Hospador moved to adopt the 2021 Budget. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the 2021 Budget was adopted.*

Approve Resolution 2020-06, Adopting a District Fee Schedule for 2021: *Commissioner Hospador moved to adopt the District Fee Schedule for 2021. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the District Fee Schedule for 2021 was adopted.*

Review Proclamation Amending Proclamations 20-05 and 20-25, et seq. 20-25.8: Commissioners reviewed the proclamations.

Review Scope of Work from Century West for Updating Sewer System Plan: Commissioners reviewed the documents submitted.

Commissioner Swart moved to cancel the special meeting scheduled for 1/14/2021, due to proclamations reviewed during the meeting and noting the likely lack of feasibility to hold a meeting at 119 E Liberty Road. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting is canceled.

Commissioner Swart moved to schedule a special meeting, "Emergency Response Planning Retreat," on 1/14/2021 at 1:00 pm, to be held via Teleconference. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the special meeting is scheduled.

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:20 pm.

Respectfully Submitted By:

/S/ **Stacy Swart**

Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 12-3-2020