

**HARTSTENE POINTE WATER-SEWER DISTRICT**  
**REGULAR MEETING of the BOARD OF COMMISSIONERS**  
**February 4, 2021**  
**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, General Manager (GM) D. Carnahan, Project & Accounts Manager (PM) J. Sartori.

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

**SUBSCRIBER REMARKS:** GM noted a letter received from a subscriber

**CORRESPONDENCE:** None.

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

**MINUTES:** The minutes of the January 21, 2021 regular meeting were presented. *Commissioner Swart moved to approve the minutes as presented. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

**REPORTS:**

**Update from Century West Engineering:** S. Nelson, lead engineer for sewer update project, presented updated information to the commissioners.

**Commissioner Reports:**

- Commissioner Anderson noted that he and Commissioner Swart attended AWWA's Commissioner Workshop
- Commissioner Swart noted reviewing the open public meetings act, including current items that may change during the legislative session
- Commissioner Swart noted WASWD is investigating ways to budget for shortfalls
- Commissioner Swart inquired if the district follows UETA guidelines for electronic signatures
- Commissioner Swart noted that larger metropolises also worry about water infrastructure and lack sufficient funds

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2021-06, in the amount of \$8,772.54, was presented in full. *Commissioner Hospador moved to approve voucher 2021-04 in the amount of \$29,144.44. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - PM presented voucher 2021-05 for review
- Emergency Response Plan Update

- GM noted that the District is on track for the target completion date of the preliminary response plan

**BUSINESS:**

**Approve Professional Service Agreement between HPWSD & Century West Engineering:** *Commissioner Hospador moved to approve the Professional Service Agreement. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the agreement is approved.*

**Approve Conversion of Water System Plan to Small Water System Management Plan:** Commissioners and GM discussed converting the District's current Water System Plan to a Small Water System Management Plan. *Commissioner Swart moved to approve the GM to request conversion. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the motion passed.*

**Review Impact of Puget Sound Nutrient General Permit Draft:** Commissioners discussed the draft. GM will follow up with more details at the next meeting.

*Commissioner Hospador moved to adjourn the meeting. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:45 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: 2-18-2021