

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
March 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 1:00 pm.

SUBSCRIBER REMARKS: None

CORRESPONDENCE: GM noted progress on USDA Grant Application for Engineering Report

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

MINUTES: The minutes of the February 18, 2021 regular meeting were presented. *Commissioner Swart moved to approve the minutes as presented. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

REPORTS:

Commissioner Reports:

- Commissioner Hospador shared more details regarding the Nutrient General Permit Review
- Commissioner Swart discussed financial stability looking at future needs

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2021-10, in the amount of \$7,725.35, was presented in full. *Commissioner Swart moved to approve voucher 2021-10 in the amount of \$7,725.35. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented voucher 2021-09 for review
- Monthly Billing Report:
 - PM presented the billing report for March 2021

BUSINESS:

Adopt Resolution 2021-01, Establishing a COVID-19 Prevention Program: Commissioners reviewed the draft resolution. *Commissioner Hospador moved to adopt Resolution 2021-01 as presented. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the resolution is adopted.*

Review Emergency Planning Documents: Commissioners discussed Continuity of Government (COG) documents and provided suggestions to GM for improvements.

Schedule a Special Meeting with HMPA: *Commissioner Hospador moved to schedule a special meeting on 3/27/2021 at 1:00 pm via teleconference for the purpose of conducting a joint planning meeting with Hartstene Pointe Maintenance Association. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the special meeting is scheduled.*

Approve HPWSD & HPMA Joint Planning Meeting Agenda: Commissioners reviewed the draft agenda and discussed each agenda item. *Commissioner Hospador moved to approve the agenda as presented. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the special agenda is approved.*

Discuss Future Plans/Long-term Direction: Commissioners table this item and will discuss at a future meeting

Set a Date for a Board Retreat: *Commissioner Anderson moved to schedule a special meeting for the purpose of conducting a board retreat on 4/8/2021 at 10:00 am at the district Office, 119 E Liberty Road. 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 3:10 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: **3-18-2021**