

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
September 16, 2021
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584
TELECONFERENCE AVAILABLE
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) J. Palmer, Project & Accounts Manager (PM) J. Sartori, L. Glazener (SAO), M. Hjermstad (SAO)

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

SUBSCRIBER REMARKS: No subscribers present

- GM noted resident comments regarding backfill of repaired leak location
- Commissioner Swart noted a resident wondered about a possible leak at another location

CORRESPONDENCE:

- Commissioner Swart received correspondence regarding the use of gray water

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

MINUTES: The minutes of the September 2, 2021 regular meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved as presented.*

BUSINESS (PART I):

Presentation of Cybersecurity Audit Report by the WA State Auditor's Office (SAO) Team: Auditors from SAO presented a public report regarding the purpose of conducting an audit and the processes of conducting said audit.

President Anderson called for an executive session for the purposes of reviewing/discussing the findings and recommendations of SAO's audit of the District's Information Technology (IT) infrastructure, pursuant to RCW 42.30.110 section (1)(a)(ii) and RCW 42.56.420 section 4, at 1:25 pm with anticipated end time of 1:40 pm, at which point the regular meeting will reconvene, or executive session extended, if necessary.

President Anderson extended executive session, updating anticipated end time to 1:55 pm. Meeting reconvened at 1:55 pm. No action was taken.

Commissioner Anderson called for a ten-minute recess at 1:55 pm.

Regular meeting resumed at 2:05 pm.

REPORTS:

Water Board Bible: Commissioners reviewed and discussed Chapter Eleven of the *Water Board Bible*.

Commissioner Reports:

- Commissioner Hospador shared an article on methods of sludge wasting to control dissolved oxygen
- Commissioner Swart shared an article regarding sharing resources to contribute to public health
- Commissioner Swart shared an article regarding touch-screen technology

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2021-36, in the amount of \$106,721.11, was presented. *Commissioner Hospador moved to approve voucher 2021-36 in the amount of \$106,721.11. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented Voucher 2021-35 for review.
- Monthly Financial Report: PM presented the Financial Report for August 2021

General Manager's Report: GM presented his report on the current state of the District

BUSINESS (PART II):

Update Fiscal Policies: PM presented the updated fiscal policies, noting the amendments and additions. Commissioners discussed the changes and the benefits of providing clarifications. *Commissioner Hospador moved to approve the updated fiscal policies. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the fiscal policies are updated to reflect the changes.*

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 4:09 pm.

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 10-7-2021