

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
October 21, 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

CALL TO ORDER: The meeting was called to order at 1:04 pm.

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE:

- Commissioner Swart noted a subscriber forwarded a notice via email to commissioners regarding cybersecurity threat

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 October 7, 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.*

REPORTS:

Commissioner Reports:

- Commissioner Swart reported on the IACC conference

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2021-41, in the amount of \$30,421.68, was presented. *Commissioner Hospador moved to approve voucher 2021-41 in the amount of \$30,421.68. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- *Bills to Be Reviewed:*
 - PM presented Voucher 2021-40 for review
 - PM presented Voucher 2021-37 for review

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

BUSINESS:

Reallocate Funds for Generator Time Clock: As the Department of Ecology expressed the need for a generator time clock to automatically exercise the generator at the WWTP on a monthly basis, it was requested that the board of commissioners approve funds for the asset and installation. It was determined that the total cost was within the General Manager's spending limit, who approved the expense.

Review/Discuss 2022 Preliminary Budget & Capital Improvement Plan: Commissioners reviewed/discussed at length the preliminary budget and capital improvement plan, asking questions to administrative staff and expressing direction of future needs.

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:50 pm.

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 11-4-2021