

**HARTSTONE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING of the BOARD OF COMMISSIONERS  
November 18, 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 1:00 pm.

**SUBSCRIBER REMARKS:**

- Two subscribers present
- The Board of Commissioners thanked M. Jeffries for his years of dedicated service
- Commissioner Swart recalled a subscriber remark at an HPMA board meeting inquiring about fire hydrant replacement

**CORRESPONDENCE:**

- GM shared letter from WA State Department of Ecology

**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 November 4, 2021 regular meeting were presented. *Commissioner Hospador moved to approve the minutes. Commissioner Swart seconded. Commissioner Swart noted a typo to correct. Hearing 3 aye votes and 0 nay votes, the minutes were approved as amended.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner Hospador recommended keeping a log of water leak repairs, with estimates of labor hours, parts and estimated loss of water

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2021-44, in the amount of \$43,678.77, was presented. *Commissioner Swart moved to approve voucher 2021-44 in the amount of \$43,678.77. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Monthly Financial Reports:
  - PM presented monthly financial reports for September & October 2021
- Accountability Audit Update: PM updated the commissioners regarding the progress of the 2019-20 accountability audit and reminded them that the results will be presented at a board meeting following the conclusion

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

**BUSINESS:**

**Budget Hearing for the 2022 Proposed Budget:** Commissioners reviewed/discussed at length the proposed budget and capital improvement plan, asking questions to administrative staff and expressing direction of future needs. No subscribers asked questions or provided feedback. Due to recent staffing changes, commissioners wished to move “Apprentice/Trainee” expenditures to Water Distribution Manager.” Minor typos were noted to correct.

*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: 12-2-2021