

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
December 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

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

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: PM noted thirteen late notices were sent in the mail

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 December 2, 2021 regular meeting were presented. *Commissioner Hospador moved to approve the minutes. Commissioner Anderson seconded. Commissioner Hospador noted a correction needed. Hearing 3 aye votes and 0 nay votes, the minutes were approved as amended.*

REPORTS:

Commissioner Reports: None

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2021-48, in the amount of \$ 33,673.28, was presented. *Commissioner Hospador moved to approve voucher 2021-48 in the amount of \$33,673.28. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented Voucher 2021-47

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

BUSINESS:

Briefly Review & Discuss COLA for Possible Wage Adjustments in 2022: PM provided CPI data to consider implementing a COLA clause in the District's H.R. policies

Discuss/Approve Observing "Juneteenth" Holiday Beginning 2022: Commissioners discussed options for observing the "Juneteenth" federal/state holiday beginning in 2022 and took into consideration what other Districts opted to observe. **Commissioner Swart moved to amend the employee handbook to recognize "Juneteenth" as a half-day, as it is recognized as a Federal and**

State holiday. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the motion passes.


Perform a Review of General Manager's Performance:

President Anderson called for fifteen-minute executive session at 2:15 pm for the purpose of conducting a personnel review of the General Manager. The meeting will resume at 2:30. No business transacted.

The meeting resumed at 2:30 pm.

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:35 pm.

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 1-6-2022