

**HARTSTENE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING of the BOARD OF COMMISSIONERS  
January 6, 2022  
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584  
TELECONFERENCE AVAILABLE  
Per State of Emergency Declared in Washington State and Mason County**

**MINUTES**

**PRESENT:** Secretary S. Swart, Audit Commissioner A. Hospador, General Manager (GM) J. Palmer, Project & Accounts Manager (PM) J. Sartori. Commissioner E. J. Anderson absence excused. Commissioner Hospador chaired the meeting.

**CALL TO ORDER:** The meeting was called to order at 1:07 pm.

**SUBSCRIBER REMARKS:** No subscribers present

**CORRESPONDENCE:** No correspondence

**PRESENT AGENDA:** *Commissioner Hospador moved to adopt the agenda. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the agenda was adopted as presented.*

**MINUTES:** The minutes of the December 16, 2021 regular meeting were presented. *Commissioner Hospador moved to approve the minutes. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved as amended.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner Swart noted she might attend the commissioner workshop hosted by WASWD
- Commissioner Swart noted correspondence received from State Representative McEwan

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2022-02, in the amount of \$ 23,600.22, was presented. *Commissioner Hospador moved to approve voucher 2022-02 in the amount of \$23,600.22. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - PM presented Voucher 2022-01

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

**BUSINESS:**

*Commissioner Swart moved to allocate funds for pump replacement as quoted by Grundfos Inc. Commissioner Hospador seconded. Hearing 2 aye votes and 0 nay votes, the motion passes.*

**Approve Annual Contract with Wittenberg CPA:** *Commissioner Swart moved to approve the annual CPA services contract as submitted by Wittenberg CPA. Commissioner Hospador seconded. Hearing 2 aye votes and 0 nay votes the contract is approved for 2022.*

**Discuss/Approve Salary Increase for the General Manager:** Following the personnel review of the General Manager at the 12-16-2021 regular meeting, commissioners discussed increasing the General Manager's salary based on above-satisfactory performance throughout challenges faced in the past year. *Commissioner Hospador moved to increase the General Manager's salary by five (5) percent. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the motion passes and the contract will be amended.*

*Commissioner Hospador moved to adjourn the meeting. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 1:40 pm.*

Respectfully Submitted By:

  
\_\_\_\_\_  
Signature

Stacy Swart, Secretary, Commissioner #3  
\_\_\_\_\_  
Name and Title

Approved at the Regular Meeting of the Board on: 1-20-2022