

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
March 17, 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: 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 shared ongoing correspondence with WA Employment Security Department
- PM notified commissioners of outgoing certified mail regarding an account in arrears
- Commissioner Swart correspondence received regarding CodeRed

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

MINUTES: The minutes of the March 3, 2022 regular meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner Anderson seconded.* Commissioner Swart noted a correction. *Hearing 3 aye votes and 0 nay votes, the minutes were approved as corrected.*

REPORTS:

Commissioner Reports:

- Commissioner Swart shared an article regarding the development of robotic equipment for clearing sewer mains & laterals
- Commissioner Anderson noted a conversation with HPMAs *Disaster Preparedness* ad hoc committee regarding the use of District-owned backup generator during an emergency

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2022-12, in the amount of \$ 30,562.14, was presented. *Commissioner Swart moved to approve voucher 2022-09 in the amount of \$ 10,262.23. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented Voucher 2022-10 for review
 - PM presented Voucher 2022-11 for review

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

BUSINESS:

Reallocate Funds to Install Energy-Efficient Heating/Cooling for Office: Commissioners reviewed

proposal for installation of new system up to \$15,00 from the *Water System SCADA Upgrade* line item for upgrading HVAC system for the office. *Commissioner Swart moved to reallocate the funds. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the funds are reallocated.*

Authorize GM to Solicit Bids for Heating/Cooling Installation: *Commissioner Swart moved to approve the GM to solicit bids for upgrading the Heating/Cooling system for the office. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the motion passes.*

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: 4-7-2022