

**HARTSTENE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING of the BOARD OF COMMISSIONERS  
October 6, 2022  
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

**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 the conclusion of ongoing correspondence between the District and Employment Security Department (ESD). Due to an error by ESD staff in misclassifying the District's ESD account, the District was over-charged state unemployment taxes and assessed other incorrect charges. ESD issued a refund check to the District to correct, totaling \$1,466.12.
- Commissioner Swart received an email from a subscriber regarding the District's request for the community to conserve water.
- Commissioner Swart shared correspondence regarding the new nutrient removal requirements and laboratory testing requirements imposed by WA 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 September 15, 2022 regular meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner Anderson seconded.* Commissioner Swart noted a correction to be made. *Hearing 3 aye votes and 0 nay votes, the minutes were approved as amended.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner Swart shared ongoing correspondence with Century West Engineering regarding the GSP Project Update.
- Commissioner Swart shared information regarding utilities and water use efficiency.
- Commissioner Swart attended WASWD's fall annual meeting and shared their upcoming goals.

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2022-38 in the amount of \$ 18,187.75 was presented. *Commissioner Hospador moved to approve voucher 2022-38 in the amount of \$ 18,187.75. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - PM presented Voucher 2022-37 for review
- Monthly Billing Report: PM presented the Monthly Billing Report for October 2022
- Monthly Financial Report: PM presented the Financial Report for September 2022

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

**BUSINESS:**

**Reschedule October 20, 2022 Regular BOC Meeting:** Since the General Manager and Commissioner #3 will not be available, since they are attending the IACC conference in Wenatchee, the commissioners discussed rescheduling the regular meeting.

*Commissioner Hospador moved to cancel the October 20, 2022 Regular Meeting. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the Regular Meeting is canceled.*

*Commissioner Hospador made a motion to schedule a special meeting on Friday, October 21, 2022 at 1:00 pm for the purpose of making up for the canceled regular meeting and conduct district business. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the Special Meeting is scheduled.*

**Review / Approve Funds for Beko's Project at the Reservoir:** Commissioners tabled this business item, requesting for GM to seek competing bids.

**Discuss General Sewer Plan:** Commissioners and GM discussed the present state of the General Sewer Plan and addressed desired goals.

**Discuss Misinformation within the Community:** Commissioners and GM discussed the rampant spread of misinformation within the community by community members' speculation and uninformed inferences. This highlighted the need for the District to look for more ways to communicate with the community and encourage the community to contact the District to receive accurate information.

**OLD BUSINESS:**

- Commissioners continued to discuss formatting of Emergency Planning spreadsheet

*Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 4:00 pm.*

Respectfully Submitted By:

  
\_\_\_\_\_  
Signature

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

Approved at the Regular Meeting of the Board on: 10-21-2022