

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
December 1, 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 1:04 pm

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE:

- Commissioner Swart shared AWWA's State of Water Industry 2022 Highlights

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

MINUTES: The minutes of the November 17, 2022 regular meeting were presented. *Commissioner Hospador moved to approve the minutes. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

REPORTS:

Commissioner Reports:

- Commissioner Anderson recalled a conversation with a resident in regards to emergency communications and suggested discussing emergency communications options at a future meeting
- Commissioner Hospador inquired about the District's SCADA systems
- Commissioner Hospador shared material regarding methods of keeping logs
- Commissioner Swart shared kid activity booklets for learning about drinking water
- Commissioner Swart shared an article regarding FIFA sporting events and how these events tax utility infrastructure
- Commissioner Swart shared an HPMA newsletter article

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2022-46 in the amount of \$ 7,872.63 was presented. *Commissioner Hospador moved to approve voucher 2022-46 in the amount of \$ 7,872.63. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented Voucher 2022-45 for review

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

BUSINESS:

Recruitment Strategies for Filling Commissioner #1 Seat: Commissioners discussed strategies for filling commissioner seats proactively, when necessary, to ensure District business continues to be transacted in a smooth, timely manner.

Cancel the December 15 Regular Meeting: Considering that the GM and PM will be unavailable on December 15 for the regular Board of Commissioner meeting, commissioners discussed canceling the regular meeting and scheduling a special meeting to replace it. *Commissioner Swart moved to cancel the December 15, 2022 regular meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting is canceled.*

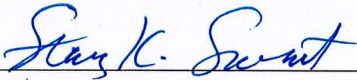
Schedule a Special Meeting: Commissioners consulted calendars to schedule a special meeting for the purpose of replacing the canceled December 15, 2022 regular meeting. *Commissioner Swart moved to schedule a Special Meeting on December 22, 2022 at 1:00 pm at the District Office for the purpose of making up for the canceled December 15 regular meeting so that District business continues to be conducted in a timely manner. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting is scheduled.*

OLD BUSINESS:

- Commissioners reviewed their Planning Spreadsheet and discussed priorities of various projects.

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:40 pm.

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 12-22-2022