

**HARTSTONE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING of the BOARD OF COMMISSIONERS  
March 16, 2023  
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 1:05 pm

**SUBSCRIBER REMARKS:** No subscribers present

**CORRESPONDENCE:** No correspondence

**PRESENT AGENDA:** *Commissioner Hospador moved to adopt the agenda. Commissioner Anderson seconded.* GM requested to add “telephone call meeting with Joe R. at 1:30 pm.” *Hearing 3 aye votes and 0 nay votes, the agenda was adopted as amended.*

**MINUTES:** The minutes of the March 2, 2023 regular meeting were presented. *Commissioner Hospador moved to approve the minutes. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner Hospador shared that the City of Shelton is investing in specialized camera van
- Commissioner Swart shared an article from *Water Engineering & Technology* magazine on public visibility
- Commissioner Swart shared AWWA’s Spring Conference Agenda

*President Anderson called for a fifteen-minute executive session as authorized by RCW 42.30.110 Section 1 (i) for the purpose of meeting with the District’s legal counsel. The meeting will resume at 1:45 pm.*

*The meeting resumed at 1:45 pm.*

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2023-12 in the amount of \$ 34,191.97 was presented. *Commissioner Swart moved to approve voucher 2023-12 in the amount of \$ 34,191.97. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - PM presented Voucher 2023-11 for review
- Monthly Billing Report: PM presented the monthly billing report for March 2023
- Monthly Financial Report: PM presented the monthly financial report for February 2023

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

**BUSINESS:**

**Review & Approve Funds per Quote for Wastewater SCADA Upgrade:** *Commissioner Hospador moved to review and approve funds for SCADA upgrades. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the motion passes.*

**Declare Emergency Regarding Well #2 Raw Water Main:** *Commissioner Swart moved to declare an emergency regarding Well #2's raw water main, due to its corrosion. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the motion passes.*

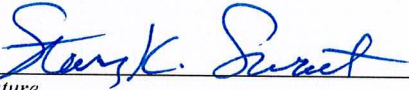
**Discuss Drafting a Letter from the Board to the Previous Water Distribution Manager:** Commissioners discussed and determined such a letter will not benefit the District.

**Discuss New Procedures for Emergency Communications Using Newly Acquired Equipment:** Commissioners and staff discussed emergency communications preparation using new equipment. The Board wishes for staff and board members to train in communicating with the equipment.

**OLD BUSINESS:** None

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

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 4-6-2023