

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
April 20, 2023
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

MINUTES

PRESENT: President E. J. Anderson, Secretary S. Swart, 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 Swart moved to adopt the agenda. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the agenda was adopted as presented.*

MINUTES: The minutes of the April 6, 2023 regular meeting were presented. *Commissioner Anderson moved to approve the minutes. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved.*

The minutes of the April 13, 2023 special meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved.*

REPORTS:

Commissioner Reports:

- Commissioner Anderson informed of a resident with wastewater treatment administrative experience
- Commissioner Anderson shared an article about microplastics in wastewater
- Commissioner Anderson participated an Open Public Meetings training refresher course
- Commissioner Anderson noted he will be out of town from April 21-28
- Commissioner Swart shared potential candidates for filling a commissioner seat
- Commissioner Swart informed that she attended WASWD semi-annual member meeting on April 14
- Commissioner Swart noted that Dept. of Ecology is promoting *National Preparedness Day*

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2023-16 in the amount of \$ 46,319.99 was presented. *Commissioner Anderson moved to approve voucher 2023-16 in the amount of \$ 46,319.99. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - Voucher 2023-15 was presented for review
- Monthly Financial Report: PM Presented the Monthly Financial Report for March 2023

BUSINESS:

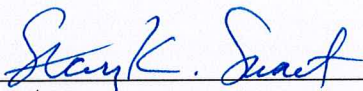
Approve Publishing Engineering Services Advertisement: Commissioners inquired regarding reasonable timeline for posting an advertisement for engineering services. *Commissioner Anderson made a motion to post advertisement by May 11 and set a due date of June 1, 2023 for Statements of Qualifications submittals. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the motion passed.*

OLD BUSINESS:

Commissioner Swart noted GM review should be put on the agenda

Commissioner Swart moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the meeting adjourned at 2:35 pm.

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 5-11-2023