

**HARTSTENE POINTE WATER-SEWER DISTRICT**  
**REGULAR MEETING of the BOARD OF COMMISSIONERS**  
**May 18, 2023**  
**DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

**MINUTES**

**PRESENT:** Audit Commissioner A. Hospador (acting chair), Secretary S. Swart, 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 initiated correspondence with a resident regarding the upcoming commissioner seat vacancy
- Commissioner Swart was contacted by a resident regarding observed seepage of water along the bluff during dry months

**PRESENT AGENDA:** *Commissioner Hospador moved to adopt the agenda. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the agenda was adopted as presented.*

**MINUTES:** The minutes of the May 11, 2023 special meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner Hospador seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved as presented.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner Swart noted that the *National Special Districts Coalition* proposed redefining the term "Special District"

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2023-21 in the amount of \$ 28,845.18 was presented. *Commissioner Hospador moved to approve voucher 2023-21 in the amount of \$ 28,845.18. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - Voucher 2023-17 was presented for review
  - Voucher 2023-20 was presented for review
- Monthly Billing Report: PM Presented the Monthly Billing Report for May 2023

*President E. J. Anderson joined the meeting via telephone*

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

**BUSINESS:**

**Approve Fiscal Year 2022 Annual Report to the State Auditor's Office (SAO):** PM presented the prepared annual report to SAO for Fiscal Year 2022 and noted the report was reviewed professionally by an independent CPA firm. *Commissioner Anderson moved to approve the 2022 Annual Report submittal to SAO. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the motion is passed.*

*Commissioner Anderson moved to adjourn the meeting. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:05 pm.*

Respectfully Submitted By:

  
\_\_\_\_\_  
Signature

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

Approved at the Regular Meeting of the Board on: 6-1-2023