

HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
June 15, 2023
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584

MINUTES

PRESENT: President E. J. Anderson, Audit Commissioner A. Hospador, Secretary S. Swart, General Manager (GM) J. Palmer, Project & Accounts Manager (PM) J. Sartori.

CALL TO ORDER: The meeting was called to order at 1:00 pm

SUBSCRIBER REMARKS: One subscriber present with no comments at this time

CORRESPONDENCE: No correspondence

PRESENT AGENDA: *Commissioner Swart moved to adopt the agenda. Commissioner Hospador seconded. Commissioner Swart requested to move item 11 to the end of the agenda. Hearing 3 aye votes and 0 nay votes, the agenda was adopted as amended.*

MINUTES: The minutes of the June 1, 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 as presented.*

BUSINESS PART I:

Invoicing Repair Work Performed on Pointes Drive West: Commissioners reviewed with property owner repair work performed on the sewer lateral. After discussion, commissioners and the property owner agreed that 80% of the invoice will be borne by the District and 20% borne by the owner. *Commissioner Swart moved to authorize funds from the District's '020 Inflow & Infiltration' sub-fund for 80% of the expenses incurred for sewer lateral repair, per Resolution 2010-08. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the funds are approved toward the incurred expenses.*

Commissioner Anderson called for a five-minute recess at 1:50 pm.

The meeting resumed at 1:55 pm.

REPORTS:

Commissioner Reports:

- Commissioner Swart shared "Forever Chemicals" legislation, as enforced by the *Comprehensive Environmental Response, Compensation & Liability Act*, which may lead to penalties/costs falling to "passive receivers" of such forever chemicals (e.g. water & sewer districts), unless an exemption status can be justified
- Commissioner Swart suggested commissioners wear District attire to board meetings
- Commissioner Swart plans to attend MRSC training, "Community Engagement Strategies that Build Public Trust"

Financial/Administrative Report:

- Bills to Be Authorized:

- Voucher 2023-24 in the amount of \$ 60,638.09 was presented. *Commissioner Swart moved to approve voucher 2023-24 in the amount of \$ 60,638.09. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented Voucher 2023-23 for review

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

BUSINESS PART II:

Review Statements of Qualifications (SOQ) Submittals and Select Engineering Firm: Commissioners reviewed the Statement of Qualifications submittals and evaluated each firm’s qualifications as they pertain to the District’s needs and upcoming projects. *Commissioner Hospador moved to select Century West Engineering. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, Century West Engineering was selected for consulting services.*

Review Resolution 2010-08 & Policies relating to Sewerage: Commissioners reviewed Resolution 2010-08, the Water System Regulations and Conditions of Service, and Sewer System Regulations and Conditions of Service. Commissioners requested that administrative staff draft a resolution to repeal Resolution 2010-08 as it is out of date and contradicts with the Districts other resolutions and policies, in addition to contradicting industry practices.

Approve Waste Action Project (WAP) Agreement: Commissioners reviewed the agreement proposed by WAP. *Commissioner Hospador made a motion to approve the final agreement proposed by WAP. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the motion passed.*

Annual GM Performance Evaluation: Commissioners began GM’s performance evaluation. Commissioners plan to resume evaluation at the next BOC meeting.

Commissioner Anderson moved to adjourn the meeting. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the meeting adjourned at 3:30 pm.

Respectfully Submitted By:



 Signature

Stacy Swart, Secretary, Commissioner #3

 Name and Title

Approved at the Regular Meeting of the Board on: 7-6-2023