

**HARTSTENE POINTE WATER-SEWER DISTRICT**  
**REGULAR MEETING of the BOARD OF COMMISSIONERS**  
**August 3, 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 1:23 pm

**SUBSCRIBER REMARKS:** None Present

**CORRESPONDENCE:**

- Commissioner Swart sent an email regarding gray water recycling

**PRESENT AGENDA:** *Commissioner Swart moved to adopt the agenda. Commissioner Hospador seconded.* GM requested adding Century West Contract approval. *Hearing 3 aye votes and 0 nay votes, the agenda was adopted as amended.*

**MINUTES:** The minutes of the July 20, 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 presented an updated project list
- Commissioner Swart is attending EPA small drinking water systems and wildfire impacts webinar on July 25
- Commissioner Swart brought attention to a bill introduced in the U.S. House of Representatives that may fund wastewater surveillance
- Commissioner Swart shared an AWWA survey that indicates water customer perceptions of tap water improve in water providers that maintain good communications with their customers

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2023-29 in the amount of \$ 2,449.41 was presented. *Commissioner Swart moved to approve voucher 2023-29 in the amount of \$ 2,449.41. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
  - Voucher 2023-30 in the amount of \$ 21,185.69 was presented. *Commissioner Swart moved to approve voucher 2023-29 in the amount of \$ 21,185.69. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*

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

**BUSINESS:**

**Reschedule September 21, 2023 Regular Meeting:** *Commissioner Swart moved to cancel the September 21, 2023 Regular Meeting. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the meeting is canceled.*

*Commissioner Swart moved to schedule a special meeting on September 28, 2023 at 1:00 for the purpose of replacing the canceled regular meeting. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the special meeting is scheduled.*

**Approve Century West Work Order:** Commissioners reviewed the Work Order and asked Matt M. from Century West Engineering for some clarifications. *Commissioner Anderson moved to approve and sign the Work Order. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the motion passes.*


**Annual General Manager Performance Review:** Commissioners performed the annual GM performance evaluation and updated the General Manager's contract.

**OLD BUSINESS:**

- Commissioners discussed the GM's participation in HPMA's "Pre-Construction" meetings
- GM will reach out to Greg F. to request assistance in training for the use of Zoleo communications equipment
- Commissioners requested to convey the District's stance on emergency preparedness as it relates to water and sewer

*Commissioner Anderson moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 3:50 pm.*

Respectfully Submitted By:

  
\_\_\_\_\_  
Signature

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

Approved at the Regular Meeting of the Board on: 8-17-2023