

**HARTSTENE POINTE WATER-SEWER DISTRICT**  
**REGULAR MEETING of the BOARD OF COMMISSIONERS**  
**October 19, 2023**  
**DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

**MINUTES**

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

**CALL TO ORDER:** The meeting was called to order at 1:08 pm

**SUBSCRIBER REMARKS:** No Subscribers Present

**CORRESPONDENCE:**

- Commissioner Swart received comments regarding the October 7 special meeting
- Commissioner Swart received correspondence regarding the election ballots

**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 October 5, 2023 regular meeting were presented. *Commissioner Swart moved to approve the minutes as presented. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved.*
- The minutes of the October 7, 2023 special meeting were presented. *Commissioner Swart moved to approve the minutes as presented. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner Swart will attend RCAC's *Small Water System Management Programs* virtual training
- Commissioner Swart shared recommendations for governing bodies from the WA State Auditor's Office website
- Commissioner Swart noted that she will be out of state from October 22nd through October 31st

**Water Board Bible Review, Chapter Four (4):** Commissioners tabled until all commissioners could be present

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2023-40 in the amount of \$ 37,494.88 was presented. *Commissioner Swart moved to approve voucher 2023-40 in the amount of \$ 37,494.88. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
- Monthly Financial Report: PM presented the monthly financial report for September 2023

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

**BUSINESS:**

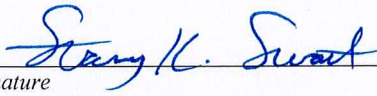
**Review Preliminary 2024 Budget:** PM presented the preliminary budget and commissioners and staff discussed line items and capital improvement plan.

**OLD BUSINESS:**

- Commissioners asked for an update regarding the state of the Memorandum of Understanding with HPMA. GM conveyed that he is waiting for responses from MRSC and WSRMP on recommendations.

*Commissioner Swart moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the meeting adjourned at 3:35 pm.*

Respectfully Submitted By:

  
\_\_\_\_\_  
*Signature*

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

Approved at the Special Meeting of the Board on: 11-2-2023