

**HARTSTENE POINTE WATER-SEWER DISTRICT**  
**REGULAR MEETING of the BOARD OF COMMISSIONERS**  
**November 2, 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 1:20 pm

**SUBSCRIBER REMARKS:** No Subscribers Present

**CORRESPONDENCE:** A resident suggested conducting an in-house risk assessment of sewer project prior to its launch

**PRESENT AGENDA:** *Commissioner Hospador moved to adopt the agenda. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the agenda was adopted as presented.*

**MINUTES:** The minutes of the October 19, 2023 regular meeting were presented. *Commissioner Swart 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 inquired about gate project with Evergreen Rural Water
- Commissioner Swart shared WASWD article, encouraging Districts to thank legislators for protecting house bill, *Public Works Assistance Acc. For 2023-2025*
- Commissioner Swart shared a Trenchless Technology article on safety precautions around CIPP materials
- Commissioner Swart shared an article suggesting posting of District water consumption to increase conservation compliance during high use periods

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2023-42 in the amount of \$ 72,405.98 was presented. *Commissioner Hospador moved to approve voucher 2023-42 in the amount of \$ 72,405.98. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - Voucher 2023-41 was presented by PM for review

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

**BUSINESS:**

**Review & Discuss Proposed 2024 Budget:** Commissioners and administrative staff discussed line items, the needed capital improvements and the direction of project goals for 2024.

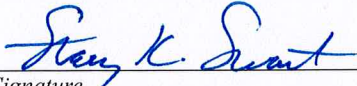
**Schedule a Special Meeting to Discuss Proposed 2024 Budget:** *Commissioner Swart made a motion to schedule a special meeting for the purpose of reviewing and discussing the 2024 Proposed Budget on November 9<sup>th</sup>, 2023 at 1:00 pm at the District office. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the special meeting is scheduled.*

**OLD BUSINESS**

- Commissioner Hospador inquired about reservoir projects
- Commissioner Hospador inquired about the state of the District's golf cart
- Commissioner Hospador inquired about the status of laboratory testing accreditation
- Commissioner Hospador suggested contacting Mason County PUD No. 3 if there will be any digging throughout the sewer rehabilitation upgrade project
- Commissioner Hospador inquired about the state of the District's backup generator
- Commissioner Hospador suggested using the Chevrolet truck periodically to keep it in good working condition; GM informed him that it is used regularly
- Commissioner Hospador inquired about the regular use of the District's excavator and trailer
- Commissioner Hospador inquired about SCADA upgrades

*Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 3:45 pm.*

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 11-16-2023