

**HARTSTENE POINTE WATER-SEWER DISTRICT**  
**REGULAR MEETING of the BOARD OF COMMISSIONERS**  
**April 4, 2024**  
**DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

**MINUTES**

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

**CALL TO ORDER:** The meeting was called to order at 1:10 pm

**SUBSCRIBER REMARKS:** None present

**CORRESPONDENCE:**

- Commissioner Swart received feedback from a resident on Pointes Drive East who noticed discolored water and wondered if it was related to flushing in the area. Commissioner Swart relayed that flushing had not started yet, so the discoloration was likely due to resident being away from the property for an extended period of time.

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

**MINUTES:**

The minutes of the March 21, 2024 regular meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner E.J. Anderson seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

The minutes of the March 29, 2024 special meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner E.J. Anderson seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

**REPORTS:**

**Water Board Bible:** Review of Chapter Two (2) tabled

**Commissioner Reports:**

- Commissioner Swart suggested there may be a need for a policy for flushing meters
- Commissioner E.J. Anderson attended a webinar about pollutants, asked about possible need for staff to have access to N95 and other masks

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2024-14 in the amount of \$15,874.24 was presented. *Commissioner C. Anderson moved to approve voucher 2024-14 in the amount of \$15,874.24. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - PM presented Voucher 2024-13 for review
- Monthly Billing Report: PM presented the report for April 2024

**General Manager's Report:** [redacted] presented his report on the current status of the District

- *Commissioner Swart moved to approve expenses for Jared to attend a two-day training. Commissioner C. Anderson seconded. Hearing three aye votes and 0 nay votes, the expenses are approved.*

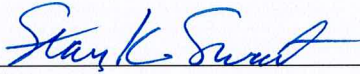
**BUSINESS:**

**Discuss Need-Based Assistance Program:** Commissioners discussed looking into providing a need-based assistance program.

**Discuss HPMA Permitting Process:** Commissioners and GM discussed HPMA's permitting process as to how it pertains to District facilities.

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

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on:

4-19-24