

**HARTSTENE POINTE WATER-SEWER DISTRICT**  
**REGULAR MEETING of the BOARD OF COMMISSIONERS**  
**June 6, 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:** One subscriber present

- A subscriber suggested it might be useful for the GM to provide summary reports

**CORRESPONDENCE:** No correspondence

**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 May 16, 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 May 23, 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:**

**Commissioner Reports:** No commissioner reports

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2024-24 in the amount of \$11,148.91 was presented. *Commissioner Swart moved to approve voucher 2024-24 in the amount of \$11,148.91. Commissioner E.J. Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - PM presented Voucher 2024-22 for review
  - PM presented Voucher 2024-23 for review
- Monthly Financial Report: PM presented the Monthly Financial Report for April 2024
- Monthly Billing Report: PM presented the Monthly Billing Report for June 2024

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

**BUSINESS:**

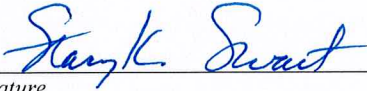
**Board Succession Planning:** Commissioners discussed methods for recruiting candidates for future vacancies on the board of commissioners and potential temporary solutions, if needed.

*Commissioner E.J. Anderson called for a forty-minute recess at 2:20 pm. The meeting resumed at 3:00.*

**General Manager Evaluation:** Commissioners continued discussing the General Manager evaluative process.

*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 5:30 pm.*

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 6-20-2024