

HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
August 1, 2024
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584

MINUTES

PRESENT: Secretary S. Swart (Acting Chair), Audit Commissioner Carl Anderson (via telephone), General Manager (GM) J. Palmer, Project & Accounts Manager (PM) J. Sartori; Commissioner Position No. 2 vacant

CALL TO ORDER: The meeting was called to order at 1:02 pm

SUBSCRIBER REMARKS: Three subscribers present

CORRESPONDENCE: Commissioner Swart received an email from a resident regarding the current estimated costs from Century West Engineering (CWE)

PRESENT AGENDA: *Commissioner C. Anderson moved to adopt the agenda. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the agenda was adopted as presented.*

MINUTES:

The minutes of the July 18, 2024 regular meeting were presented. *Commissioner C. Anderson moved to approve the minutes. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved.*

The minutes of the July 27, 2024 special meeting were presented. *Commissioner C. Anderson moved to approve the minutes. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved.*

REPORTS:

Commissioner Reports:

- Commissioner C. Anderson shared questions regarding CWE's cost estimates
- Commissioner Swart will attend an RCAC leadership training on board policy, procedures and meetings

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2024-31 in the amount of \$2,981.48 was presented. *Commissioner Swart moved to approve voucher 2024-31 in the amount of \$2,981.48. Commissioner C. Anderson seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
 - Voucher 2024-32 in the amount of \$5,628.50 was presented. *Commissioner Swart moved to approve voucher 2024-32 in the amount of \$5,628.50. Commissioner C. Anderson seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented Voucher 2024-30 for review

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

- GM added "Marty at HPMA is interested in sewer project details for their newsletter" to his report outline

BUSINESS:

Commissioners & General Manager Sign Employment Contract: GM accepted the contract drafted by commissioners

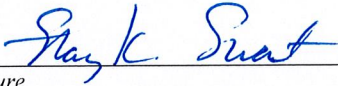
Review of Cross Connection Control Policy: GM presented and discussed revisions to be prepared by GM for the September 19, 2024 regular meeting, with an added educational component to increase ratepayer understanding

Accept Nomination(s) for Vacant Commissioner Position #2: *Three self-nominations were received and acknowledged by the Board of Commissioners from Stefan Birgh, Dennis Bonciolini and Gary Redman.* The board plans to conduct interviews during the August 15, 2024 regular meeting of the Board of Commissioners. Nominee names will be posted in three locations for at least 15 days prior to selection and appointment.

OLD BUSINESS: No old business

Commissioner C. Anderson moved to adjourn the meeting. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the meeting adjourned at 2:45 pm.

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 8-15-2024