

**HARTSTENE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING of the BOARD OF COMMISSIONERS  
August 15, 2024  
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

**MINUTES**

**PRESENT:** Secretary S. Swart (Acting Chair), Audit Commissioner Carl Anderson, 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 1:00 pm

**SUBSCRIBER REMARKS:** Five subscribers present

**CORRESPONDENCE:** Commissioner Swart received correspondence from Gary R., notifying that he is withdrawing his nomination for consideration for commissioner seat appointment

**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 August 1, 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.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner Swart received a mailing regarding the availability of insurance policies for water & sewer lines

**Financial/Administrative Report:**

- Bills to Be Authorized:
  - Voucher 2024-34 in the amount of \$33,245.29 was presented. *Commissioner Swart moved to approve voucher 2024-34 in the amount of \$33,245.29. Commissioner C. Anderson seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
  - PM presented Voucher 2024-33 for review

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

**BUSINESS:**

**Discuss WIRP Project & Cost/Funding Updates:** Commissioners discussed and GM has inquiries about identification of potential contractor staging sites

*Commissioner Anderson moved to cancel the September 5, 2024 regular meeting of the Board of Commissioners. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the meeting is canceled.*

*Commissioner Anderson moved to schedule a special meeting of the Board of Commissioners on August 29, 2024 at 1:00 pm, held at the District office, in order to conduct regular District business and replace the canceled September 5, 2024 meeting. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the special meeting is scheduled.*


**Conduct Interviews of Nominees to Fill Commissioner Board Position No. 2:** Commissioners conducted interviews with subscribers present. Commissioners provided subscribers an opportunity to ask questions.

*Commissioner Anderson moved to schedule a special meeting of the Board of Commissioners on August 20, 2024 at 1:00 pm, held at the District office, in order to discuss interviews and select a candidate to fill vacant Commissioner Position No. 2, to be appointed at the next meeting of the Board of Commissioners on August 29, 2024. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the special meeting is scheduled.*

**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 3:30 pm.*

Respectfully Submitted By:



Signature

Stacy Swart, Secretary, Commissioner #3  
Name and Title

Approved at the Regular Meeting of the Board on: 8-29-2024