

HARTSTENE POINTE WATER-SEWER DISTRICT
SPECIAL MEETING of the BOARD OF COMMISSIONERS
February 18, 2026
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584

MINUTES

PRESENT: Secretary C. Anderson (via teleconference), President S. Swart, Audit Commissioner S. Birgh, General Manager (GM) J. Palmer, Project & Accounts Manager (PM) Joe S., Lead Operator (LO) Jaron S.

CALL TO ORDER: The meeting was called to order at 1:15 pm

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: No correspondence

PRESENT AGENDA: *Commissioner Birgh moved to adopt the agenda. Commissioner Anderson seconded.* GM requested to add “15. Approve Change Orders from Century West Engineering” and “16. Review Initial Information from Construction Meeting regarding Force Mains.” *Hearing 3 aye votes and 0 nay votes, the agenda was adopted as amended.*

MINUTES:

The minutes of the February 5, 2026 regular meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner Birgh seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved as presented. Commissioner Anderson abstained.*

REPORTS:

Commissioner Reports:

- Commissioner Anderson disclosed his spouse’s appointment to the Hartstene Pointe Maintenance Association’s Board of Directors
- Commissioner Anderson noted that there is an HPMA Roads Town Hall meeting on 2/27/26
- Commissioner Swart received a request for updated *Inflow & Infiltration* data

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2026-08 in the amount of \$59,161.93 was presented. *Commissioner Birgh moved to approve voucher 2026-08 in the amount of \$59,161.93. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - Voucher 2026-07: PM presented for review

General Manager’s Report:

- Commissioners Reviewed the General Manager’s Report
- LO presented correspondence from Dept. of Health regarding Well #2 arsenic levels
- GM presented a resolution drafted by District’s Attorney and shared documentation from Midco
- GM shared questions from a rate payer regarding the rate increase, suggesting a graphical representation of budget

- GM noted a sewer line leak on Nantucket Road, repaired on 2/5/26; a spill report was submitted to Ecology & DOH, in addition to shell-fishers
- GM conveyed that Iron Horse broke a water line on Pitcairn on 2/12/26; repairs were completed the same day
- GM conveyed that Ronglin's Contractors broke a water line on Pointes Drive East while digging to install a new manhole on 2/16/26; the damaged line services a vacant lot and repairs were able to be delayed until the next day
- GM shared ongoing problems with Lift Station #2 have increased; multiple people have tried troubleshooting problem sources and GM provided further details regarding additional troubleshooting
- GM had a meeting with Lumen representatives and Century West Engineering regarding DSL lines to lift stations; while DSL options are being abandoned, Lumen presented several options
- GM noted that the new lift station on Pointes Drive East at the base of Portage has a new address assignment of 346A East Pointes Drive East
- GM & LO conveyed that HPMa will be notified that a backflow prevention device will be required for the clubhouse due to pool facilities
- GM reviewed the project list

ITEMS REQUIRING BOARD ACTION:

Develop Proposals for HPMa Regarding Bluff Trail & Common Area Restoration: Commissioners discussed suitable methods for restoration, tailored to specific sites

Review Status of Association Reserves Documentation for Submission: GM to have updated. Commissioner Birgh shared trajectory for implementation following meeting with Association Reserves.

Review & Adopt Resolution 2026-02, Declaring Abandoned Portion of Bluff Sewer Mainline Surplus: *Commissioner Birgh moved to adopt Resolution 2026-02. Commissioner Swart seconded.* Commissioners discussed the resolution. *Hearing 3 aye votes and 0 nay votes, Resolution 2026-02 is adopted.*

Schedule GM Performance Review in March: Commissioner Swart to schedule GM Performance Review, tentatively on 3/19/26

Review Open Public Records Best Practices: Commissioner Swart shared documents reflecting current practices among utilities state-wide

Approve Change Orders from Century West Engineering: GM reviewed the change orders received from the engineering firm. *Commissioner Birgh moved to approve the change orders with the condition that GM verifies the rationale for the change orders regarding rock placement at the new lift station area*

Review Initial Information from Construction Meeting Regarding Force Mains: Commissioners discussed the condition of the three older force mains

Commissioner Anderson moved to adjourn the meeting. Commissioner Birgh seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 4:50 pm.

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Meeting Minutes Drafted By: _____
Respectfully Submitted By:

18/Signed via teleconference
Signature

Stacy Swart, President, Commissioner #2
Name and Title

Approved at the Regular Meeting of the Board on: 3-5-2026