

HARTSTENE POINTE WATER-SEWER DISTRICT
SPECIAL MEETING of the BOARD OF COMMISSIONERS
March 19, 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 1:00 pm

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: Commissioner Swart shared correspondence with a resident near Bos'n Road regarding common area restoration

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

MINUTES:

The minutes of the March 5, 2026 regular meeting were presented. *Commissioner Birgh moved to approve the minutes. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved as presented.*

The minutes of the March 11, 2026 special meeting were presented. *Commissioner Anderson moved to approve the minutes. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved as presented. Commissioner Swart abstained.*

REPORTS:

Commissioner Reports:

- Commissioner Swart noted some items within OPM/PRA
- Commissioner Swart shared historical District documents from 2010
- Commissioner Swart reviewed WASWD Legislative Updates

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2026-13 in the amount of \$1,170,262.82 was presented. *Commissioner Birgh moved to approve voucher 2026-13 in the amount of \$1,170,262.82. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
 - Voucher 2026-14 in the amount of \$37,249.12 was presented. *Commissioner Birgh moved to approve voucher 2026-14 in the amount of \$37,249.12. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - Voucher 2026-12: PM presented for review
- WA State Auditor's Office Report Status: PM noted that the exit conference following the routine accountability audit of fiscal years 2023 & 2024 is scheduled for 3/31/26 at 11:00 am;

Commissioner Birgh is expected to attend and report back to the Board at the next regular public meeting of the Board of Commissioners

General Manager's Report:

- GM presented his report on the current state of the District
- *Commissioner Anderson moved to reject replacing manhole lids. The motion was not seconded.*
- GM shared the status of procuring DSL at unconnected facilities and that the discussion with Lumen ongoing
- GM shared instances where installing tracer wire can be useful
- GM noted that a Vacuum Trailer was purchased, then delivered 3/19/26
- GM received calls regarding CIPP resin
- GM conveyed that jet pumps were installed at the wastewater treatment plant last week
- GM noted that an ERWoW representative consulted with staff to install WWTP digester guard-rail and effluent pump
- GM pointed out that Staff completed water system flushing more quickly this quarter, with less discoloration detected
- GM reviewed the project list

ITEMS REQUIRING BOARD ACTION:

Discussion with Engineer: Commissioners reviewed correspondence drafted by Matt M., who will amend following a lengthy discussion about details

Discuss & Approve Lift Station #8 Force Main Replacement: *Commissioner Birgh moved to discuss & approve force main replacement. Commissioner Anderson Seconded. Following discussion, commissioners tabled the motion to wait for an update on loan expenditures from the project engineer.*

Discuss Need for Revised Customer Service Documents Related to Bluff Homes Utilizing Grinder Pumps: Commissioners directed staff to draft policy/resolution for homes included in the Wastewater Infrastructure Rehabilitation Project

Discuss Options for Promontory Force Main Replacement: Commissioners tabled due to the length of the meeting

Review Water Board Bible Appendix D (p. 90) to Facilitate GM Development of Updated Duty List Prior to Next Regular Meeting in Preparation for GM Performance Review: Commissioners discussed and will discuss further in a regular meeting in April

ANY OTHER BUSINESS:

- Commissioner Birgh inquired about the transfer of abandoned sewer main; GM provided updates

Commissioner Birgh moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 4:08 pm.

[signature block on next page]

Meeting Minutes Drafted By:

Respectfully Submitted By:

/s/ Signed v.i.z teleconference
Signature

Carl Anderson, Secretary, Commissioner #1
Name and Title

Approved at the Regular Meeting of the Board on: 4-2-2026