

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
September 3, 2026
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

MINUTES

PRESENT: Secretary C. Anderson, President S. Swart, Audit Commissioner S. Birgh, Operations Manager (OM) Jaron S, Finance & Administrative Manager (F&AM) Joe S.

CALL TO ORDER: The meeting was called to order at 1:05 pm

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: No correspondence

PRESENT AGENDA: *Commissioner Birgh moved to adopt the agenda. Commissioner Anderson seconded.* Commissioner Anderson requested to discuss reports of sewer fumes with engineer Matt M. during Item #10. *Hearing 3 aye votes and 0 nay votes, the agenda was adopted as amended.*

MINUTES:

The minutes of the August 20, 2026 regular meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner Birgh seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved as presented.*

REPORTS:

Commissioner Reports:

- Commissioner Anderson expects HPMa will request locations of water lines under roads
- Commissioner Swart requested advanced notice of hydroseeding schedule to inform ratepayers

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2026-43 in the amount of \$91,643.43 was presented. *Commissioner Anderson moved to approve voucher 2026-43 in the amount of \$91,643.43. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*

Operation Manager's Report: OM shared his report on the current state of District operations and informed that testing of remaining water lines began in order to meet Lead & Copper Rule Improvement requirements

ITEMS REQUIRING BOARD ACTION:

Discussion with Engineer: Commissioners generated a list of potential sources of reported Pointes Drive East sewer line odors for review during engineer Matt M.'s scheduled site visit tomorrow. Staff will monitor the air and follow up on all resident reports. OM will send an email notice to the community directing all residents to promptly report any odors and locations.

Discuss Planting Proposal Next to New Lift Station: *Commissioner Anderson moved to approve the proposal. Commissioner Birgh seconded.* Commissioners discussed the proposal for restoration of common area adjacent to the new lift station and defined items that will be approved. OM to pass information to HPMa. *Hearing 3 aye votes and 0 nay votes, the proposal is approved as amended.*

Review & Approve Sewer System and Water System Policy Edits: OM presented the edits to the Commissioners as previously directed. *Commissioner Birgh moved to approve the policies as amended. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the policies are approved as amended.*

Adopt Resolution 2026-03, Amending Sewer System Regulations: Commissioners tabled in order to approve an updated draft.

Adopt Resolution 2026-04, Amending the 2026 Fee Schedule: *Commissioner Birgh moved to adopt Resolution 2026-04, Amending the 2026 Fee Schedule. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, Resolution 2026-04 is adopted.*

Approve WWTP Valve Replacement Projects: OM discussed plans for improvement projects at the wastewater treatment plant and shared quoted costs for procuring parts. *Commissioner Birgh moved to approve expenditures, not to exceed \$14,000.00, contingent on obtaining an additional quote. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the expenditures are approved.*

Approve Step One of the Strategic Plan, Updated to Include Sewer: *Commissioner Birgh moved to approve the updated portion of the Strategic Plan. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the motion passes.*

Review Chapter Four (4) of the Water Board Bible: Commissioners tabled for time.

Commissioner Anderson moved to adjourn the meeting. Commissioner Birgh seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 4:15 pm.

Meeting Minutes Drafted By: PM
Respectfully Submitted By:



Signature

Carl Anderson, Secretary, Commissioner #1
Name and Title

Approved at the Regular Meeting of the Board on: 9-17-2026