

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
September 19, 2019
District Office, 772 E Chesapeake Drive, Shelton, WA 98584**

MINUTES

PRESENT: President C. Swenson, Secretary A. Hospador, Commissioner D. McNabb, General Manager (GM) D. Carnahan, District Clerk (Clerk) J. Sartori.

CALL TO ORDER: The meeting was called to order at 1:00 pm.

SUBSCRIBER REMARKS: No subscribers present.

CORRESPONDENCE: Clerk noted that 19 late notices were posted this week.

PRESENT AGENDA: GM requested to add item #13: Schedule Special Meetings for Budget Review. *Commissioner McNabb moved to adopt agenda as amended. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the agenda was adopted as amended.*

MINUTES: The minutes of the September 5, 2019 regular meeting were presented. *Commissioner McNabb moved to approve the minutes as presented. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved as presented.*

REPORTS:

Commissioner Reports:

- Commissioner Swenson noted that he will be absent from the October 3, 2019 regular meeting.

Water Board Bible:

- Commissioners reviewed chapter from the Water Board Bible.
- Commissioners discussed lack of accessibility to board meetings, due to the nature of the office location. The commissioners desire to make meetings Accessible and plan to discuss options to improve in this area.

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2019-26, in the amount of \$114,082.18, was presented. *Commissioner Hospador moved to approve voucher 2019-26 in the amount of \$114,082.18. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Monthly Financial Report:
 - Clerk presented the monthly financial report for August 2019.

Commissioner Swenson called for a ten-minute break at 2:05 pm. Meeting resumed at 2:15 pm.

- Billing Report:
 - Clerk presented the billing report for the September/October 2019 bill cycle.

General Manager's Report:

- David Carnahan presented his general manager's report on present state of the district.

BUSINESS:

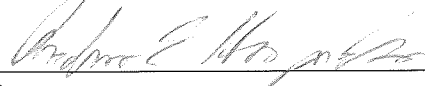
Approve Board Retreat Agenda: *Commissioner Hospador moved to adjust previous expense limit for lunch and refreshments to \$150. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the motion passed. Commissioner Hospador moved to adopt Board Retreat agenda. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the Board Retreat agenda is adopted.*

Approve Travel Expenses for Clerk to Attend SAO BARS Update Training: *Commissioner Hospador moved to approve travel expenses for Clerk to attend training. Commissioner McNabb seconded. Hearing 3 aye and 0 nay votes, the expenses are approved.*

Schedule Special Meetings for Budget Review: *Commissioner McNabb moved to schedule a special meeting on October 10th at 1:00 pm at the District Office for the purpose of 2020 budget preparations. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the special meeting is scheduled.*

Commissioner McNabb moved to adjourn the meeting. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 3:20 pm.

Respectfully Submitted By:



 Signature

Andrew Hospador, Secretary
 Name and Title

Approved at the Regular Meeting of the Board on: 10-3-19