

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
February 20, 2020
District Office, 772 E Chesapeake Drive, Shelton, WA 98584**

MINUTES

PRESENT: Acting President S. Swart, Secretary A. Hospador, Commissioner E. J. Anderson, General Manager (GM) D. Carnahan, Project & Accounts Manager (PM) J. Sartori.

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

SUBSCRIBER REMARKS: No subscribers present.

CORRESPONDENCE: PM presented correspondence from Wittenberg CPA.

PRESENT AGENDA: PM requested to add to Bills to be Reviewed: "Voucher 2020-08." GM requested to add "#16. Appoint Officers." *Commissioner Anderson 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 February 6, 2020 regular meeting were presented. *Commissioner Hospador moved to approve the minutes as presented. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved as presented.*

REPORTS:

Commissioner Reports:

- Commissioner Anderson presented a Belfair Herald article, "County moves to update Belfair Sewer plan"
- Commissioner Swart shared an article from Waste Water Digest, "PFAs and PFOs"

Water Board Bible Chapter Review: Commissioners decided to table chapter review.

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2020-07, in the amount of \$27,013.78, was presented. *Commissioner Swart moved to approve voucher 2020-07 in the amount of \$27,013.78. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented voucher 2020-06 for review
 - PM presented voucher 2020-08 for review
- PM presented Monthly Financial Report for January

General Manager's Report: GM presented his report on current state of the district. J. Palmer, WWTPO, joined the meeting to share with commissioners the challenges of January's high rainfall.

Commissioner Swart called for a ten-minute recess at 2:30 pm. Meeting reconvened at 2:40 pm.

BUSINESS:

Sign Lease Agreement: Commissioners signed lease agreement for patrol house as negotiated by GM.

Reappoint Commissioner #3, Pursuant to RCWs 42.12.070, 29A.04.133, 29A.60.280 and 57.12.030: Commissioner Anderson moved to reappoint Stacy Swart to Commissioner #3 seat. Commissioner Hospador seconded. Hearing 2 aye votes and 0 nay votes, Commissioner Swart is reappointed.

Schedule 2020 Board Retreat Date, Location and Time: The board discussed possible dates and asked GM to check venue availability; meeting will be scheduled at a future meeting.

Review/Approve Engineer Request for Qualifications for Updating Water and Sewer System Plans: Commissioner Hospador moved to approve GM to post RFQ for updating Water system and post RFQ for updating Sewer plans. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the motion passed.

Review/Approve Request for Quote for Water Meter Upgrade: Commissioner Hospador moved to approve GM to post RFQ for Water Meter Upgrades. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the motion passed.

Appoint Officers: Commissioner Swart moved to appoint Commissioner Hospador as audit commissioner. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, Commissioner Hospador is appointed as audit commissioner.

Commissioner Swart moved to appoint Commissioner Anderson as president of the board. Commissioner Hospador seconded. Hearing 2 aye votes and 0 nay votes, Commissioner Anderson is appointed as president of the board.

Commissioner Hospador moved to appoint Commissioner Swart as secretary of board. Commissioner Anderson seconded. Hearing 2 aye votes and 0 nay votes, Commissioner Swart is appointed as secretary of the board.

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 3:12 pm.

Respectfully Submitted By:



Signature

Stacy Swart, Commissioner

Name and Title

Approved at the Regular Meeting of the Board on: 3-5-2020