

**HARTSTENE POINTE WATER-SEWER DISTRICT
BOARD RETREAT SPECIAL MEETING of the BOARD OF COMMISSIONERS
March 12, 2020
MASON CO. PUD NO. 3, 2621 E JOHNS PRAIRIE ROAD, Shelton, WA 98584
JOHNS PRAIRIE ROOM**

MINUTES

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

CALL TO ORDER: The meeting was called to order at 9:45 a.m.

SUBSCRIBER REMARKS: No subscribers present.

CORRESPONDENCE: No correspondence.

PRESENT AGENDA: PM noted corrections needed for the header section of agenda. *Commissioner Hospador moved to adopt agenda as amended. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the agenda was adopted as amended.*

REPORTS:

Commissioner Reports:

- Commissioner Hospador indicated he researched proprietary funding.
- Commissioner Swart noted she looked up funding procedures; commissioner Swart also suggested sharing photos of potential sewer lateral blockages to educate residents of flushing problematic items, such as “flushable” wipes.

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2020-11, in the amount of \$748.84, was presented. *Commissioner Hospador moved to approve voucher 2020-11 in the amount of \$748.84. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*

BUSINESS:

Review Fiscal Policies and Resolutions of Note: PM presented a review of district funds, fiscal policies/procedures and Resolution #2019-01.

Commissioner Anderson called for a five-minute recess at 10:45 a.m. Meeting resumed at 10:50 a.m.

Review 2020 Budget and Capital Improvement Projects (CIP): GM presented a review of 2020 budget items and CIP.

Commissioner Anderson called for a recess for lunch at 12:07 p.m. Meeting resumed at 12:28 p.m.

Review Strategic Planning & Goal Alignment: GM presented strategic planning and goals for the district and commissioners discussed.

Review Asset Management and Water/Sewer Rates: GM presented a review of asset management and the district's use of a asset management plan. GM also discussed the benefit of using asset management to aid in a rate study.

Commissioner Hospador moved to adjourn the meeting. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:30 pm.

Respectfully Submitted By:


Signature

Commissioner Swart
Name and Title

Approved at the Regular Meeting of the Board on: 3/19/20