

**HARTSTENE POINTE WATER-SEWER DISTRICT  
REGULAR MEETING of the BOARD OF COMMISSIONERS  
March 24, 2016  
District Office 772 Chesapeake Dr., Shelton, WA 98584**

**MINUTES**

**PRESENT:** President R. Ray, Secretary M.A. Cary, Commissioner D. McNabb, Accounting and Administrative Services Manager (AAS) M. Carnahan, General Manager (GM) M. Jeffreys.

**CALL TO ORDER:** The meeting was called to order at 1:10 pm.

**SUBSCRIBER REMARKS:** No subscribers present.

**CORRESPONDENCE:**

- FROM: Debbie Harper, USDA RE: Her retirement as of March 31, 2016
- FROM: Environmental Public Agency (EPA) RE: Public Awareness Kit

**PRESENT AGENDA:** The agenda for the March 24, 2016 regular meeting was presented. *Commissioner Cary moved to amend the agenda to add Voucher CP 38 under Financial/Administrative Report, Bills to be Authorized and Grundfos Proposal for In-Plant Lift Station Pump Rebuild under Business. Commissioner McNabb seconded. Hearing no objections, the agenda was amended. Commissioner McNabb moved to approve the agenda as amended. Commissioner Cary seconded. Hearing no objections, the agenda was approved as amended.*

**MINUTES:** The minutes for the March 10, 2016 regular meeting were presented. *Commissioner Cary moved to approve the minutes as presented. Commissioner McNabb seconded. Hearing no objections, the minutes were approved.*

**REPORTS:**

**Commissioner Reports:**

- Commissioner McNabb presented:
  - Kitsap Sun article regarding the recent departure of Mason Transit's General Manager;
  - EPA table of regulated drinking water contaminants;
  - EPA table of Categories and classes of water reuse and their applications and suggested wastewater recycling treatment and uses.
- Commissioner Ray presented a Shelton-Mason County Journal article regarding a special work session of the Tahuya River Valley Water District board of commissioners to locate meters.

**Financial/Administrative Report:**

- Bills to Be Authorized:

- Voucher 2016-09, in the amount of \$2,030.64, was presented. *Commissioner Cary moved to approve the voucher. Commissioner McNabb seconded. Hearing no objections, the voucher was approved.*
- Voucher CP 38, in the amount of \$7,456.32, was presented. *Commissioner Cary moved to approve the voucher. Commissioner McNabb seconded. Hearing no objections, the voucher was approved.*

**Manager’s Report:** A written report was presented (attached).

**BUSINESS:**

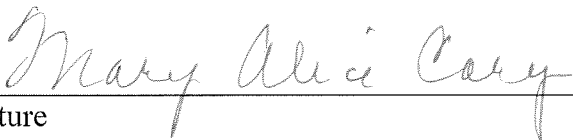
**Grundfos Proposal for In-Plant Lift Station Pump Rebuild:** The Grundfos proposal, in the amount of \$4,968.10 plus tax, was presented. The proposal includes the cost to pull and replace the pump. *Commissioner Cary moved to approve the proposal. Commissioner McNabb seconded. Hearing no objections, the proposal was approved.*

**Review 2016 Project Schedule:** An updated project schedule was presented and discussed.

**Wastewater Treatment Operator:** GM will review Broadband Environmental Service’s ability to continue as the District’s contract wastewater treatment operator.

*Meeting adjourned at 4:15 pm.*

Respectfully Submitted By:

  
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 Signature

  
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 Printed Name and Title

Approved at the Regular Meeting of the Board on: April 14, 2016

HARTSTENE POINTE WATER-SEWER DISTRICT  
General Manager's Report  
March 24, 2016

**Water**

1. March 15, check on water surfacing in RV storage lot, possible leak at 8" main feeding the reservoir.
2. March 17, repaired leak at meter box 525 PDW and replaced cracked control valve on the booster pump pressure sustaining valve.
3. March 17, shut down 8" main between reservoir and Nantucket to determine if the water surfacing in RV lot was a leak or a spring. Had to turn water back on because of water pressure drop to occupied Island Houses on Cutty Sark.
4. The water surfacing in RV parking area is increasing, contact N.W. Cascade for main repair.

**Drinking Water Treatment Upgrade**

1. Nothing to report.

**Sewer Collection**

1. March 18, Grundfos performed the annual preventative maintenance on all the Districts pumps. One of two of the lift station on Nantucket is failing and needs replacing.
2. Located a manhole on Lagoon that George and I had been looking for as a potential infiltration point.

**Waste Water Treatment**

1. Received a quote from Grundfos Pumps for \$4968.10 plus tax to rebuild the in-plant lift station pump for a spare.
2. Gary Harper Construction will be starting the WAS Pump Replacement Project March 29th.

**Outfall Repair**

1. Sent the DNR all the Districts insurance information for the Outfall Easement.

**General District Business**

1. Nothing to report.

Submitted by Mont Jeffreys