

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
December 22, 2016
District Office, 772 Chesapeake Dr., Shelton, WA 98584**

MINUTES

PRESENT: President M.A. Cary, Secretary A. Hospador, 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: Jim Anderson present.

CORRESPONDENCE: No correspondence.

PRESENT AGENDA: The agenda for the December 22, 2016 meeting was presented. *Commissioner McNabb moved to adopt the agenda as presented. Commissioner Hospador seconded. Hearing no objections, the agenda was adopted as presented.*

MINUTES: The minutes of the December 8, 2016 regular meeting were presented. *Commissioner Hospador moved to approve the minutes as presented. Commissioner McNabb seconded. Hearing no objections, the minutes were approved.*

REPORTS:

Commissioner Reports:

- Commissioner McNabb:
 - Contacted AWWA regarding the District making a presentation on Asset Management for small utilities at the Northwest Subsection Conference. AWWA would like to have that for the 2018 Conference which will be held in Tacoma. AWWA has a scholarship for new operators/new entrants into the industry for which David Carnahan can apply.
 - Presented press releases for the water main breaks in Marysville and Everett.
- Commissioner Hospador: is working with David Carnahan to be able to access the District's electronic asset map.
- Commissioner Cary: Read an article about water system in Texas with chemical contamination.

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2016-36, in the amount of \$3,904.32, was presented. *Commissioner Hospador moved to approve the voucher. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*

- Voucher CP 44, in the amount of 48,109.67, was presented. *Commissioner Hospador moved to approve the voucher. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*

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

BUSINESS:

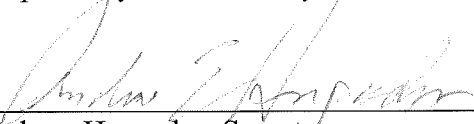
MDG Water & Wastewater Contract Amendment: Presented. MDG agreed to extend the routine operations hours so that the non-routine, after-hours would be between 8:00 pm and 6:00 am. *Commissioner McNabb moved to adopt the Amendment No. 1 to the Agreement with MDG Water & Wastewater for Wastewater Treatment Plant Operations. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the motion passed.*

January/February 2017 Newsletter Draft: Presented and discussed.

WA Assoc. of Sewer and Water Districts 2017 Commissioners Workshop: February 4th in Lynnwood. Hotel costs for all three commissioners will be \$469.20. Registration is \$100 each, however the Water-Sewer Risk Management Pool will pay for the first 50 registrants. *Commissioner Hospador moved to authorize attendance by the Board of Commissioners and General Manager and overnight lodging for each of the commissioners. Commissioner McNabb seconded. Hearing 3 aye votes and 0 nay votes, the motion passed.*

Meeting adjourned at 1:55 pm.

Respectfully Submitted By:



Andrew Hospador, Secretary

Approved at the Regular Meeting of the Board on: _____

01/12/17

HARTSTENE POINTE WATER-SEWER DISTRICT
General Manager's Report
December 22, 2016

Water

1. Repaired a leak at the meter box at 436 PDE, cracked female adapter on the incoming side of the meter.
2. Saturday December 17, Well 1 drawing air had to throttle the flows back.
3. Took annual nitrate samples at both wells, distribution system lead and copper samples, Volatile Organic, Inorganic samples for Well 2, and radium 228, Gross Alpha at Well 1.

Drinking Water Treatment Upgrade

1. Sare Electric onsite Thursday 12-15 to drop off equipment and supplies. They began excavation for the new main electrical Friday 12-16. The control wires for Well 2 were hit during the excavation. The main breaker for the well pump power failed when shut off for repairs, we had to put well 1 online for the weekend until the main disconnect was replaced. Well 2 was put back online Monday. We are still having well control issues at Well 2.

Well 1 Replacement

1. Nothing to report.

Sewer Collection

1. December 22, Sewer line issue at 111 Liberty reported. Owner will have Roto Rooter out to investigate and clear.
2. December 22, 112 Liberty making connection to sewer on an existing RV connection. Discovered an issue at the original connection that needs to be resolved by the contractor.
3. December 22, Grundfos pumps delivered the rebuilt spare pump for lift station 8.

Waste Water Treatment

1. The influent flows for December have been within the permit limits as of today. The fecal counts have been good and we haven't had any problems with the processes.
2. December 22, Grundfos pumps delivered the rebuilt effluent pump spare.

Customer Service

1. Turn off water at 744 Promontory at customers request due to the freezing weather.

General District Business

1. Nothing to report.

Submitted by Mont Jeffreys