

**HARTSTONE POINTE WATER-SEWER DISTRICT
REGULAR MEETING
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584
February 16, 2023 1:00 P.M.**

AGENDA

1. Call to Order
2. Roll Call
3. Subscriber Remarks
4. Correspondence
5. Present Agenda
6. Minutes of the February 2, 2023 Regular Meeting (2-3)
7. Minutes of the February 9, 2023 Special Meeting (4)

REPORTS:

8. Commissioner Reports
9. Financial/Administrative Report:
 - Bills to Be Authorized:
 - Voucher 2023-08
 - Bills to Be Reviewed:
 - Voucher 2023-07
 - Monthly Billing Report (5)
10. General Manager's Report

BUSINESS:

11. Review & Adopt Resolution #2023-01, Directive to Ratepayers Regarding Preparation for a Disaster (6)

OLD BUSINESS

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
February 2, 2023
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

MINUTES

PRESENT: President E. J. Anderson, Secretary S. Swart, Audit Commissioner A. Hospador, General Manager (GM) J. Palmer, 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:

- Commissioner Swart received an email from a resident regarding a specific type of toilet that could be installed at HPMAs South Beach facility; Commissioner Swart referred the resident to HPMAs, who owns the facility
- Commissioner Anderson received an invitation for a webinar from MRSC
- GM received an email from an HPMAs committee inquiring about road replacement
- Commissioner Hospador shared cleaninternational.org Water Sanitation & Hygiene works regarding global water crisis

PRESENT AGENDA: *Commissioner Hospador moved to adopt the agenda. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the agenda was adopted as presented.*

MINUTES: The minutes of the January 19, 2023 special meeting were presented. Commissioner Swart noted a clarification to be made. *Commissioner Hospador moved to approve the minutes. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

BUSINESS—PART I:

Discuss Ecology Funding Application with Century West: Matt from Century West Engineering shared the status of the Ecology funding application and fielded questions from commissioners

REPORTS:

Commissioner Reports:

- Commissioner Anderson noted ratepayer feedback regarding the latest District newsletter
- Commissioner Swart reviewed key points from the Commissioner Workshop she attended January 28; she suggested the District consider drafting a “Leak Relief” policy

Review & Discuss Water Board Bible: Chapter One (1)

- Commissioners reviewed and discussed the chapter and how it relates to this District

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2023-05 in the amount of \$ 2,371.57 was presented. *Commissioner Swart moved to approve voucher 2023-05 in the amount of \$ 2,371.57. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*

- Voucher 2023-06 in the amount of \$ 17,349.21 was presented. *Commissioner Swart moved to approve voucher 2023-06 in the amount of \$ 17,349.21. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented Voucher 2023-04 for review

General Manager’s Report: GM presented his report on the current state of the District.

BUSINESS—PART II:

Discuss & Opt into Zoleo Plan: Commissioners discussed procuring emergency communications devices and subscription options to be prepared for disaster situations. *Commissioner Anderson moved to purchase two emergency communications units and trial the mid-level subscription. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the motion passes.*

Review & Adopt Resolution #2023-01, Directive to Ratepayers Regarding Preparation for a Disaster: Commissioners tabled this until next meeting in order to have additional time for review.

Discuss Proposal from Waste Action Project (possible executive session): Commissioners discussed correspondence from Waste Action Project and the status of the Ecology Application.

OLD BUSINESS: None

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 3:56 pm.

Respectfully Submitted By:

Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 2-16-2023

**HARTSTENE POINTE WATER-SEWER DISTRICT
SPECIAL MEETING of the BOARD OF COMMISSIONERS
February 9, 2023
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

MINUTES

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

CALL TO ORDER: The meeting was called to order at 12:00 noon

SUBSCRIBER REMARKS: No subscribers present

PRESENT AGENDA: *Commissioner Swart moved to adopt the agenda. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the agenda was adopted as presented.*

BUSINESS:

Meet with District's Legal Counsel (executive session expected):

President Anderson called for an executive session as authorized by RCW 42.30.110 Section 1 (i) for the purpose of meeting with the District's legal counsel and engineering firm regarding settlement discussion and Ecology application status. The meeting will resume at 12:35 pm.

The meeting resumed at 12:35 pm. President Anderson extended the aforementioned executive session. The meeting will resume at 12:50 pm.

The meeting resumed at 12:35 pm.

Following discussions with the District's legal counsel, Commissioner Hospador moved to authorize Joe R. from Cascadia Law Group PLLC to negotiate a settlement agreement with Waste Action Project up to \$23,000, contingent on counsel returning with a settlement offer for the Board of Commissioners to approve. Commissioner Anderson seconded. Hearing three aye votes and 0 nay votes, the motion passes.

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 1:15 pm.

Respectfully Submitted By:

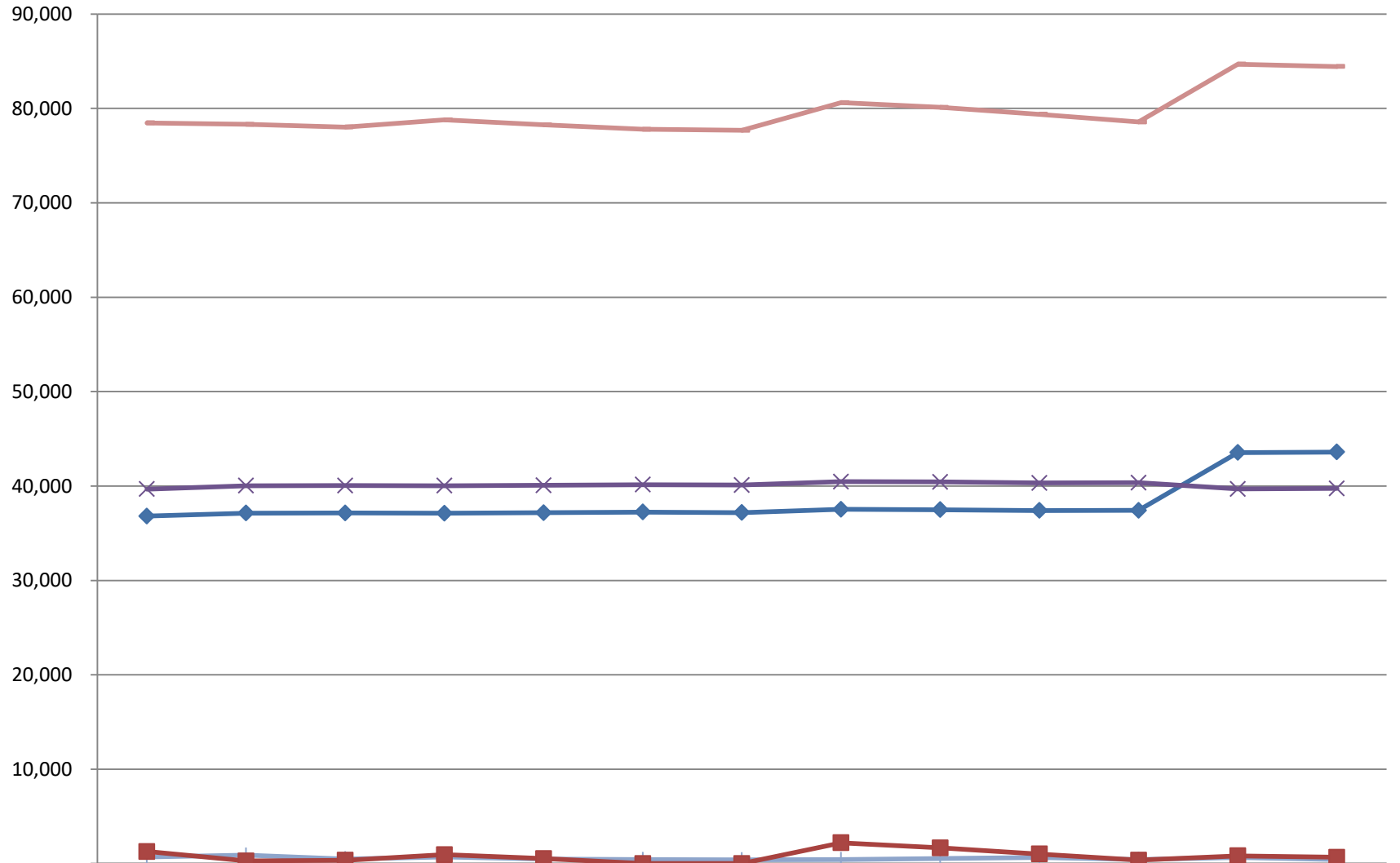
Signature

Stacy Swart, Secretary, Commissioner #3

Name and Title

Approved at the Regular Meeting of the Board on: 2-16-2023

Regular Utility Billing



	Feb 2022	Mar 2022	Apr 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Nov 2022	Dec 2022	Jan 2023	Feb 2023
◆ Water Service	36,806	37,121	37,138	37,118	37,170	37,233	37,189	37,524	37,491	37,398	37,419	43,537	43,604
✕ Sewer Service	39,677	40,030	40,046	40,025	40,077	40,145	40,095	40,465	40,426	40,326	40,350	39,686	39,747
+ Late/Misc. Fees	704	886	493	694	483	416	393	414	525	645	436	648	427
■ Consumption	1,280	280	345	950	530	-	-	2,210	1,665	1,015	365	820	665
— Total Charges	78,467	78,317	78,021	78,786	78,260	77,793	77,677	80,613	80,107	79,384	78,569	84,690	84,442

**HARTSTENE POINTE WATER-SEWER DISTRICT
MASON COUNTY, WASHINGTON**

RESOLUTION 2023-01

**A RESOLUTION OF THE
HARTSTENE POINTE WATER-SEWER DISTRICT COMMISSIONERS
DIRECTIVE TO RATEPAYERS REGARDING PREPARATION FOR A DISASTER**

WHEREAS, Given the District's limited staffing, unavailability of surplus chemicals, limited storage across District properties, and the off-Pointe residential status of aforementioned staff; and

WHEREAS, the prominence of the HPMA Disaster Preparedness Committee within the community served, and the Committee's presence and accessibility on the HPMA.org website, which provides specific website links to instructions for 1.) The proper storage of drinking water, and 2.) Identification of a system for collection of human waste by each residence during a declared disaster; and

WHEREAS, as HPMA's ad hoc *Disaster Preparedness Committee* promotes self-sufficiency during the initial days and weeks of a disaster, and educates and trains interested residents, community-wide, to meet the most basic of human needs; and

WHEREAS, the District's regulating agencies do not mandate solutions to the disruption of water and sewer services post-disaster, based upon the very nature of a disaster and the likelihood of resultant dependence upon County, State and Federal resources; and

WHEREAS, the District initiated a relationship with the Director of the Mason County Department of Emergency Management in July 2022 for assistance under a declared disaster, as all Federal and State resources must be allocated and distributed through this Department; now

THEREFORE, The Board of Commissioners of the Hartstene Pointe Water-Sewer District hereby resolves:

To support/adopt the *Disaster Preparedness Committee's* recommendations as the best/most practical means of our ratepayers preparing for a scenario where the District is physically unable to meet their water and wastewater needs.

ADOPTED by the District Board of Commissioners at its scheduled meeting on this 2nd day of February, 2023.

Hartstene Pointe Water-Sewer District
Mason County, Washington