

**HARTSTONE POINTE WATER-SEWER DISTRICT
REGULAR MEETING
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584
January, 2024 1:00 P.M.**

AGENDA

1. Call to Order
2. Swear in Commissioner Position #1 for six-year term
3. Roll Call
4. Subscriber Remarks
5. Correspondence
6. Present Agenda
7. Minutes of the December 21, 2023 Regular Meeting (2-3)

REPORTS:

8. Commissioner Reports
9. Financial/Administrative Report:
 - Bills to Be Authorized:
 - Voucher 2024-02
 - Bills to Be Reviewed:
 - Voucher 2024-01
 - Monthly Billing Report: January 2024 (4)
10. General Manager's Report

BUSINESS:

11. Renew Annual Contract with Springbrook for FY 2024

OLD BUSINESS

**HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
December 21, 2023
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584**

MINUTES

PRESENT: President E. J. Anderson, Audit Commissioner A. Hospador, Secretary S. Swart, 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 inquiring about the aquifer status, its capacity and recharge mechanism
- PM noted correspondence sent to a resident regarding voicemail audio left by the resident

PRESENT AGENDA: *Commissioner Hospador moved to adopt the agenda. Commissioner Swart seconded.* PM noted that voucher numbers on the agenda needed to be changed. *Hearing 3 aye votes and 0 nay votes, the agenda was adopted as amended.*

MINUTES: The minutes of the December 7, 2023 regular meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved.*

REPORTS:

Commissioner Reports:

- Commissioner Swart attended RCAC COSA virtual training
- Commissioner Swart shared MRSC notice about Commissioner per-diem increase to \$161 as of January 1, 2024
- Commissioner Swart mentioned two CIPP lining articles in a *Trenchless Technologies* issue and will email to GM and Commissioners

REPORTS CONT.:

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2023-49 in the amount of \$ 38,620.41 was presented. *Commissioner Swart moved to approve voucher 2023-49 in the amount of \$ 38,620.41. Commissioner Hospador seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - Voucher 2023-48 was presented by PM for review
- **Monthly Financial Report:** PM presented the monthly financial report for November 2023

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

BUSINESS:

Introduction of New Employee: GM introduced the District’s newly-hired Water Distribution Manager

Presentation of Plaque: Commissioner Anderson presented Commissioner Hospador a plaque on behalf of the Board of Commissioners, with the following inscription:

*Presented by the Board of Commissioners to
Andrew Hospador
In appreciation for over six years of dedicated service
to Hartstene Pointe Water-Sewer District.
Your engineering and industry knowledge
contributed immense value to your community.
December 21, 2023*

OLD BUSINESS

- Multi-factor authentication as an additional cybersecurity protection measure will be reviewed
- GM was asked to familiarize the new employee with the Zoleo emergency communications units

Commissioner Hospador moved to adjourn the meeting. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 2:02 pm.

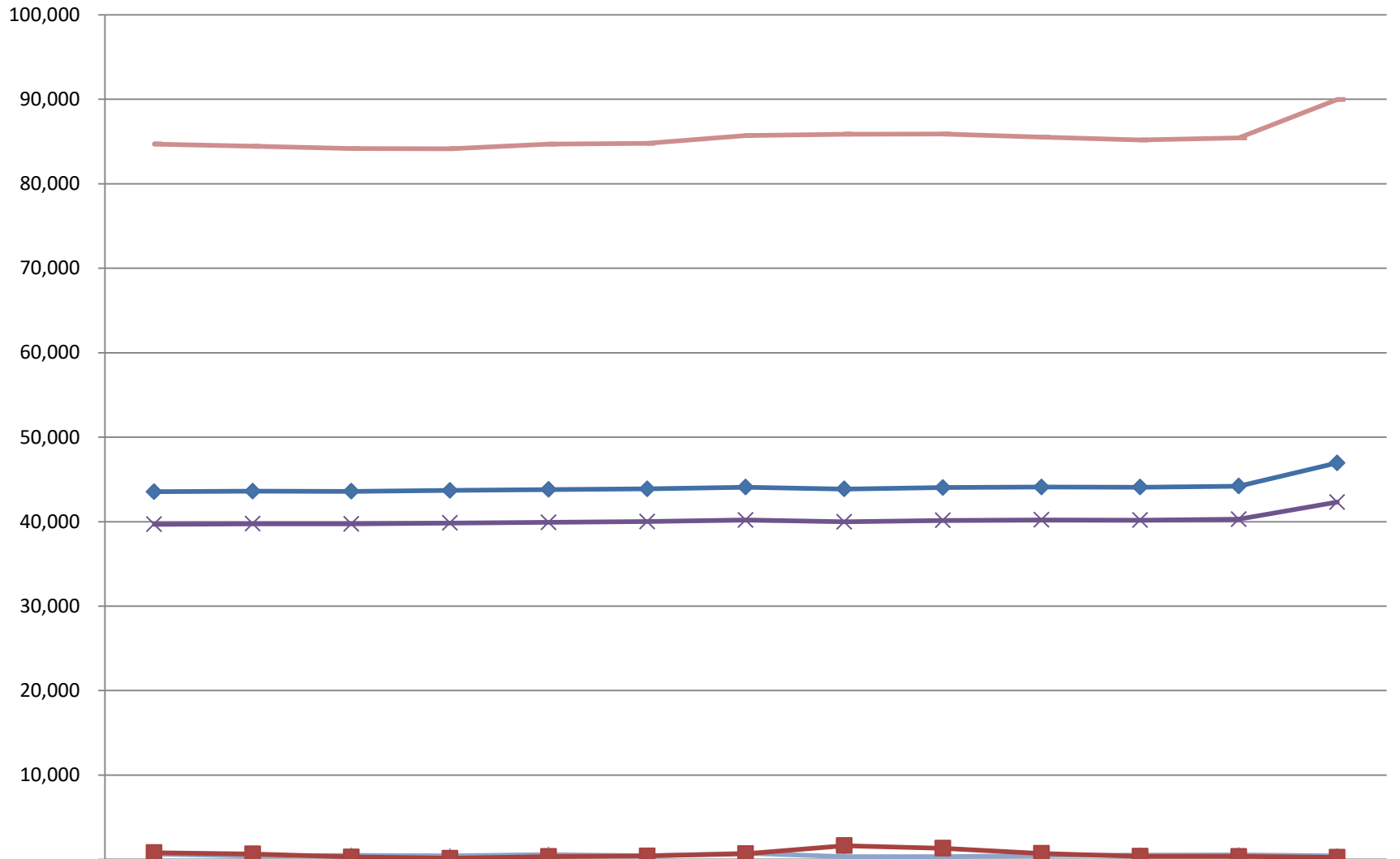
Respectfully Submitted By:

Signature

Stacy Swart, Secretary, Commissioner #3
Name and Title

Approved at the Regular Meeting of the Board on: 1-4-2024

Regular Utility Billing



	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	June 2023	July 2023	Aug 2023	Sept 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024
◆ Water Service	43,537	43,604	43,592	43,701	43,797	43,886	44,087	43,862	44,041	44,102	44,074	44,197	46,959
✕ Sewer Service	39,686	39,747	39,736	39,835	39,922	40,004	40,187	39,982	40,145	40,200	40,175	40,287	42,308
+ Late/Misc. Fees	648	427	516	437	602	446	738	359	364	488	532	563	432
■ Consumption	820	665	320	165	355	440	690	1,655	1,335	725	385	375	260
— Total Charges	84,690	84,442	84,164	84,139	84,676	84,777	85,701	85,858	85,885	85,515	85,166	85,422	89,959