

HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
August 7, 2025
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584

MINUTES

PRESENT: President S. Swart, Audit Commissioner S. Birgh, General Manager (GM) J. Palmer, Project & Accounts Manager (PM) J. Sartori (Secretary C. Anderson absent, excused)

CALL TO ORDER: The meeting was called to order at 9:00 am

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: No correspondence

PRESENT AGENDA: *Commissioner Birgh moved to adopt the agenda. Commissioner Swart seconded.* PM requested to update vouchers being presented. *Hearing 2 aye votes and 0 nay votes, the agenda was adopted as amended.*

MINUTES:

The minutes of the July 19, 2025 special meeting were presented. *Commissioner Birgh moved to approve the minutes. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved as presented.*

The minutes of the July 24, 2025 special meeting were presented. *Commissioner Birgh moved to approve the minutes. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved as presented.*

The minutes of the August 1, 2025 special meeting were presented. *Commissioner Swart moved to approve the minutes. Commissioner Birgh seconded. Hearing 2 aye votes and 0 nay votes, the minutes were approved as presented.*

REPORTS:

Commissioner Reports:

- Commissioner Swart shared that she virtually attended relevant portions of the Drinking Water State Revolving Funds training

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2025-33 in the amount of \$9,131.34 was presented. *Commissioner Birgh moved to approve voucher 2025-33 in the amount of \$9,131.34. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - PM presented Voucher 2025-31 for review
 - PM presented Voucher 2025-32 for review

General Manager's Report:

- GM presented his report on the current state of the District operations
- GM shared and discussed the report from Midco Diving following the 7/21/25 inspection of and repairs to the reservoir; he will provide further details after following up with Midco regarding some questions about the report and will send newly identified repairs out for bid
- GM informed that he is continuing to determine if wastewater treatment plant effluent pumps can be repaired or if they need to be replaced
- GM updated the Commissioners regarding the ongoing driveway closures for the sewer project and working with contractors in terms of timing of backwash cycles
- GM continues to update Asset Inventory; Commissioners directed GM to schedule Association Reserves site visit for the end of August

ITEMS REQUIRING BOARD ACTION:

Discuss E-One Tank with Modified Lid: Commissioners and staff discussed issues with the modified "E-One" tank lids. This item is tabled until visual inspection of gasket material, securing a ten-year manufacturer's warranty and a ten-year workmanship warranty or fund designation for future repairs to modifications.

Report on Ecology Commitment to Board-Approved Bluff Sewer Main Abandonment Alternative: Commissioners discussed the benefits to the community should HPMA take ownership of the abandoned sewer main. Commissioner Birgh will speak to HPMA as their Board of Directors agenda allows. Commissioner Swart to contact engineer to ensure understanding of proposal for presentation to Ecology.

Review Water Board Bible, Chapter One: Commissioners discussed items in the chapter and assessed various aspects of carrying out board responsibilities.

Status of Apprenticeship Determination: Commissioners & GM discussed and concluded that the current apprentice-status employee may continue to attend Evergreen Rural Water courses, provided no additional expenses are incurred.

Commissioner Birgh moved to adjourn the meeting. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the meeting adjourned at 12:35 pm.

Meeting Minutes Drafted By: PM
Respectfully Submitted By:



Signature

Carl Anderson, Secretary, Commissioner #1

Name and Title

Approved at the Regular Meeting of the Board on: 8-21-2025