

HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
February 5, 2026
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584

MINUTES

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

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

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: No correspondence

PRESENT AGENDA: *Commissioner Birgh moved to adopt the agenda. Commissioner Swart seconded.* PM requested to add Voucher 2026-06 to the financial report. Commissioner Birgh requested to add “Reschedule Next Board of Commissioner Meeting” to the agenda, which was omitted due to a clerical error. *Hearing 2 aye votes and 0 nay votes, the agenda was adopted as amended.*

MINUTES:

The minutes of the January 15, 2026 regular meeting were presented. *Commissioner Birgh moved to approve the minutes. Commissioner Swat seconded.* Commissioner Birgh noted minor edits and clarifications needed. *Hearing 2 aye votes and 0 nay votes, the minutes were approved as amended.*

REPORTS:

Commissioner Reports:

- Commissioner Birgh attended the WASWD Commissioner Workshop on 1/31/26
- Commissioner Swart requested to coordinate with PM for letters to east bluff homeowners regarding the activation of grinder pumps next week

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2026-05 in the amount of \$58,037.66 was presented. *Commissioner Birgh moved to approve voucher 2026-05 in the amount of \$58,037.66. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
 - Voucher 2026-06 in the amount of \$475,537.46 was presented. *Commissioner Birgh moved to approve voucher 2026-06 in the amount of \$475,537.46. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the voucher was approved.*
- Bills to Be Reviewed:
 - Voucher 2026-04: PM presented for review
- Monthly Billing Report: PM presented the monthly billing report for February 2026

General Manager’s Report:

- Commissioners Reviewed the General Manager’s Report
- Update provided on the state of the District operations
- Noted ongoing dialogue with vendor regarding ramp procurement

- Alternate bid for reservoir cleaning presented and GM was directed to place final communication to MIDCO; Commissioner Birgh provided recommended messaging
- New lift station start-up is underway today

ITEMS REQUIRING BOARD ACTION:

Split Payment for WWTP Backflow Between Loan & CIP Discussion: Item tabled awaiting more information regarding cost

Proposal for Bluff Restoration, Contingent Upon Availability of Bids from Contractor: Commissioners discussed the material options under consideration for bluff restoration and commissioners agreed that ongoing delays are unwanted

Review Status of Association Reserves Documentation for Submission: GM to coordinate with Commissioner Birgh regarding discussion with Association Reserves within one week

Review Duty Lists & Salary Analysis Prepared by GM: Item focusing on GM position was tabled, due to GM absence

Approve Work Amendment #2 for Engineering Design of WWTP Backflow Assembly: *Commissioner Birgh moved to approve Work Amendment #2 and authorize GM to sign the amendment on behalf of the Board. Commissioner Swart Seconded. Hearing 2 aye votes and 0 nay votes, the motion passed.*

Review Water Board Bible Chapter Eight (8): Commissioners reviewed, discussed pertinent topics

Reschedule Next Meeting: *Commissioner Birgh moved to cancel the 2/19/26 regular meeting. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the regular meeting is canceled.*

Commissioner Birgh moved to schedule a special meeting on 2/18/26 at 1:00 pm at the District Office for the purpose of conducting routine business that normally would have been conducted at the canceled 2/19/26 regular meeting. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the special meeting is scheduled.

Direct GM to Request Attorney Letter to HPMa Regarding their Legal Assumption of Ownership of Abandoned Sewer Main for Stormwater Collection Line: GM is directed as posted on the agenda

Commissioner Birgh moved to adjourn the meeting. Commissioner Swart seconded. Hearing 2 aye votes and 0 nay votes, the meeting adjourned at 3:10 pm.

Meeting Minutes Drafted By: PM
Respectfully Submitted By:



Signature

Stacy Swart, President, Commissioner #2

Name and Title

Approved at the Regular Meeting of the Board on: 2-18-2026