

HARTSTENE POINTE WATER-SEWER DISTRICT
REGULAR MEETING of the BOARD OF COMMISSIONERS
June 4, 2026
DISTRICT OFFICE 119 E LIBERTY RD SHELTON WA 98584

MINUTES

PRESENT: Secretary C. Anderson, President S. Swart, Audit Commissioner S. Birgh, Operations Manager (OM) Jaron S., Finance & Administrative Manager (F&AM) Joe S.

CALL TO ORDER: The meeting was called to order at 1:05 pm

SUBSCRIBER REMARKS: No subscribers present

CORRESPONDENCE: No correspondence

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

MINUTES:

The minutes of the May 21 & 27, 2026 special meetings were presented. Additionally, the minutes of the June 3, 2026 regular meeting were presented. *Commissioner Birgh moved to approve the minutes. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the minutes were approved as presented.*

REPORTS:

Commissioner Reports: No commissioner reports

Financial/Administrative Report:

- Bills to Be Authorized:
 - Voucher 2026-27 in the amount of \$8,907.30 was presented. *Commissioner Birgh moved to approve voucher 2026-27 in the amount of \$8,907.30. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the voucher was approved.*
- Approve 2025 Annual Financial Report to the WA State Auditor: *Commissioner Birgh moved to approve the annual financial report. Commissioner Anderson seconded. Hearing 3 aye votes and 0 nay votes, the annual financial report is approved.*

Operation Manager's Report:

- OM shared his report on the current state of District operations
- OM shared that a resident contacted the District to convey recognition that drinking water quality has improved
- *Commissioner Birgh moved to approve up to \$7,000 for reservoir rehabilitation and up to \$5,000 for hatch painting. Commissioner Swart seconded. Hearing 3 aye votes and 0 nay votes, the funds are approved.*

ITEMS REQUIRING BOARD ACTION:

Status Update of Asset Management: Commissioners directed OM to upload Association Reserves documents to the shared drive

Consider Potential Temporary Hire Options: *Commissioner Anderson moved to authorize OM to hire a temporary position for labor for specific projects, up to six months allocating no more than \$26,000. Commissioner Birgh seconded. Hearing 3 aye votes and 0 nay votes, the motion passed.*

Water Use Efficiency Public Forum Discussion & Public Notice: OM is directed to generate a proposal for review at the next meeting

Review Side Sewer Policy: *Commissioner Birgh moved to approve policy revisions. Commissioner Anderson seconded.* Commissioners noted that the policy may require updates. *Hearing 3 aye votes and 0 nay votes, the policy revisions are approved.*

Commissioner Email Addresses & Archive Options: Commissioners discussed options and F&AM will look into logistics

Review Water Board Bible Chapters One (1) & Two (2): Commissioners reviewed and discussed with staff

Commissioner Anderson moved to adjourn the meeting. Commissioner Birgh seconded. Hearing 3 aye votes and 0 nay votes, the meeting adjourned at 3:50 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: 6-18-2026