

**HARTSTENE POINTE WATER – SEWER DISTRICT
MINUTES
MAY 12, 2011**

BOARD OF COMMISSIONERS MEETING

B. Parisio called the meeting to order at 1:00 P. M.

Commissioners B. Parisio and M. A. Cary were present.
Commissioner R. Ray was excused.

Manager M. Jeffreys and T. Jeffreys were present.

There were no subscribers present.

The agenda was approved as presented.

Correspondence:

Letter received from WA Department of Revenue requiring by July of 2012 remittances for excise tax payments be made electronically.

M. A. Cary reported a call from subscriber with inquiry as to the benefits to subscribers to have created a Special Service District. M. A. Cary responded.

M. A. Cary reported concern from a subscriber whose water box is in the center of the driveway into the property. He questioned if there was a plan for addressing these location problems in the installation of water meters. Manager Jeffreys will contact subscriber.

Managers Report:

R. Grimm, WA Department of Health engineer performed sanitary survey and will follow up with a written report of findings and recommendations.

RH2 staff has completed the contract and bid documents for the booster Pump and Water Meter projects and have transmitted to District Manager for review. The documents are then reviewed and approved by the USDA engineer before advertising for bids on the projects.

The use of chlorine tablets in the discharge treatment rather than gaseous chlorine requires notification to the WA Department of Ecology.

M. Jeffreys reported on maintenance projects completed.

Location of water and sewer lines for PUD 3 electrical line replacement project is being done at this time.

Other:

Commissioners approved the letter of commitment with Rural Community Assistance Corporation.

M. A. Cary moved Commissioners adopt Resolution 2011-03 establishing a small public works roster process. Resolution adopted.

M. A. Cary moved to enter into a contract with MRSC for services requiring an expenditure of \$100.00. Motion adopted.

B. Parisio moved District send a letter to Insurance Company of the West notifying them that the claim #110-09-00025 has been officially assigned to the District and requesting that Insurance Company of the West act on the claim. Motion adopted.

The draft letter of complaint to the WA Insurance Commissioner was reviewed and approved with minor changes.

M. A. Cary moved the Commissioners approve amendment No. 1 to RH2 Engineering contract for the Booster Pump Project to specifications for services during bidding and during construction in the amount of \$25,116.00, with inspections based on actual time. Motion adopted.

B. Parisio moved Commissioners authorize \$8,452.87 payable to PUD 3 for installation of electrical service required for the Booster Pump Project. Motion adopted.

B. Parisio moved Commissioners approve for payment Voucher #2011-12 in the amount of \$1,530.22. Motion adopted.

Meeting adjourned at 3:30 P. M.

Submitted by:

A handwritten signature in cursive script that reads "Mary Alice Cary".

Mary Alice Cary