

STEVENS PASS SEWER DISTRICT
Monthly Meeting Minutes
April 20, 2023 at 10:00 AM
34000 N Nason Rd, Leavenworth, WA
Conference Call Phone Number: (978) 990 5073
Meeting ID: 334 557 8#

Present: Tom Maher, Scott O'Brien

Present Telephonically: Ed Burns, David Sparks, Stephanie Ogden, Denise Darling

Meeting called to order at 10:01 AM

Consent Agenda:

1. Approved minutes from March 16, 2023
2. Approved previously submitted vouchers:
 - Vouchers 9215 to 9217 \$4,828.41
 - Vouchers 9218 to 9220 \$6,948.42
 - Vouchers 9221 to 9224 \$8,568.42
 - Vouchers 9225 and 9226 \$2,194.00
 - Vouchers 9227 to 9233 \$32,932.55
 - D1137 to D1143 \$11,577.56
 - P2623 to P2625 \$8,832.21 pay period 3/1-3/15/23
 - P2626 to 2628 \$8,964.65 pay period 3/16-3/31/23
 - P2629 to 2631 \$354.32 March Commissioners
3. Related Party Transactions
 - Stevens Pass Mountain Resort monthly service fee is current.

Old Business:

1. Plant Report and Update
 - Plant is running well.
2. SCADA and UV Projects updates
 - SCADA project just needs a 'clean in place' to verify its function. This will occur when the filters are replaced in mid to late spring.
 - Realtech technician is onsite. UVT devices are being changed out. We are optimistic that this will finalize the project and move it towards closeout.

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New Business:

1. DRS audit results
 - Department of Retirement Services performed an audit of our retirement practices and funds.
 - It was found that Tom's retirement had been misclassified in 2007. If he had been properly classified, there would not have been an issue. No action will be taken by either DRS or the District.
 - It was also found that the payroll periods for DRS are when the pay is earned, not when paid. The IRS and state tax standard is when paid. This has the potential to impact the benefit calculation under certain circumstances. Matt's payroll was used as a test. No discrepancies were found. Our accountant has begun using the earned dates moving forward. No further action is needed.

2. Tracked UTV
 - The district is requesting to purchase a tracked side by side UTV. This would replace the 2-seat snowmobile that is struggling to run properly.
 - The proposed UTV is a basic 6 seat model with few accessories.
 - Concern was expressed as to the need. Concern was also expressed for how this would be perceived by public.
 - Will send out preliminary estimates to commission.

3. Commissioner election dates
 - David Sparks is up for reelection.
 - He will let us know if he is running soon.

Meeting adjourned at 10:37 AM

Next Regular Meeting:
May 18, 2023

David Sparks-Position #1

Stephanie Ogden-Position #2

Ed Burns-Position #3