

STEVENS PASS SEWER DISTRICT
Monthly Meeting Minutes
March 21, 2024 at 10:00AM
34000 N Nason Rd, Leavenworth, WA
Conference Call Phone Number: (978) 990 5073
Meeting ID: 334 557 8#

Present: Tom Maher, Matt Fritz

Present Telephonically: Ed Burns, Stephanie Ogden, Casey Cass

Meeting called to order at 10:03

Consent Agenda:

1. Approved minutes from February 15, 2024 regular meeting
2. Approved previously submitted vouchers:
 - Vouchers 9369 to 9374 \$9,219.52
 - Vouchers 9375 to 9379 \$7,676.31
 - Vouchers 9380 and 9381 \$1,518.00
 - D1212 to D1215 \$11,791.06
 - P2715 \$147.66 January Commissioner
 - P2716 to P2718 \$8,650.01 pay period 2/1-2/15/24
 - P2719 to P2721 \$8,142.55 pay period 2/16-2/29/24
 - P2722 to P2724 \$442.96 February Commissioners
3. Related Party Transactions
 - Stevens Pass Mountain Resort monthly service fee is current.

Old Business:

1. Plant Report and Update
 - Plant is generally running fine
 - Minor UV issue. Was cleaned and seems to be running fine.
2. Signing of Plant Log Book.
 - Signing of plant log book does not seem to provide the accountability that is desired.
 - District will find out what type of software the Chelan PUD uses.
 - Will look at developing something in Excel using protected sheets
 - Will look for affordable time and attendance software.
 - Employees will continue to sign logbook as this is being researched.
3. Blower project
 - Will not happen this year
 - Still awaiting HDR's project scope. It is in review process.
 - Expect negotiation on scope after presentation.
 - District will look elsewhere if scope and fee estimate is not where we think it should be.

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New Business:

1. Swiss Club volume
 - Swiss club's volume amount is more than typical this year.
 - Swiss typically uses 7,000 to 12,000 gallons annually.
 - This year's billing volume is 26,478 gallons. The previous high was 23,100 in 2017.
 - They believe that the amount being billed for is in error.
 - Their meter was disconnected during the reading in November.
 - They have paid \$2500 to the District. This is what they consider to be a normal amount.
 - Business Manager expects the club to appeal to the board.
 - This discussion brings up some billing and metering questions.
 - Does billing the club cabins at a flat rate make sense?
 - Who needs to be metered?
 - Will Hope Lodge/Mitchell residence be billed on a per gallon basis if everyone else connected to the sewer is also billed similarly?
 - Are there advantages to metering every user?
 - Ed will think about methodology for fair and equitable billing of the club cabins at a flat rate. He will email Business Manager with his methodology thoughts.
 - Business Manager will post Resolution 20 on our website. This is the resolution with our bylaws.

Meeting adjourned at 10:34

Next Regular Meeting:
April 18, 2024

Casey Cass-Position #1

Stephanie Ogden-Position #2

Ed Burns-Position #3