

STEVENS PASS SEWER DISTRICT
Special Meeting Minutes
December 6, 2024 at 11:00 am
In-person: T-Bar café, Granite Peaks Lodge, Stevens Pass
Telephonically: Conference Call Phone Number: (978) 990 5073
Meeting ID: 334 557 8

Present: Casey Cass, Ed Burns, Stephanie Ogden,

Meeting called to order: 11:11 a.m.

New Business:

1. Public session: Summary of Nov. 26 SPSD plant discussion on overtime schedule, protocols, & communication, and action taken

- A recent difference of interpretation between the Plant Manager and Plant Technician around the timing for the seasonal shift in schedule from 4X10's to 5X8's led to a disagreement regarding overtime authorized. A discussion was convened by the Plant Manager on Nov. 26 (and attended by all 3 SPSD employees and 1 commissioner) and resulted in the following action items:

- The Plant Technician would be paid for overtime worked in November with no further timesheet amendments, and would be put on administrative leave (at his request) from Nov. 28 – Dec. 6
- SPSD will author a 4X10 agreement (or similar relevant document) which further specifies protocol for shifting seasonal schedules. SPSD will consult MRSC for applicability of WAC 357-28-252 to the district.
- SPSD will author PTO delegation guidelines.

2. Executive Session to discuss the performance of a public employee per RCW 42.30.110 (1) (g)

- The Board retired to Executive Session at 11:20 am, with stated intent to return at 12:00 pm.
- The Board returned from Executive Session at 12:00 pm

3. Re-convene to public session: summary of proposed actions (if any) as a result of Executive Session

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No immediate action taken as a result of Executive Session.

Summary of proposed additional action items:

- Overtime, PTO, and other relevant time-related policies will be reviewed and updated by SPSD staff and Commissioners to ensure they are appropriate, specific, clear and responsive to concerns.
 - SPSD may consult with nearby sewer districts, MRSC, and/or a consultant for supporting resources.
- Commissioners will seek additional occupational health resources to support SPSD staff and strengthen SPSD mechanisms for conflict resolution.

Meeting Adjourned at 12:02 pm.

Next Regular Meeting:
December 19, 2024

Casey Cass-Position #1

Stephanie Ogden-Position #2

Ed Burns-Position #3