

**STEVENS PASS SEWER DISTRICT**  
**Monthly Meeting Minutes**  
**October 17, 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, Scott O'Brien

**Present Telephonically:** Ed Burns, Stephanie Ogden, Denise Darling

Meeting Called to order at 10:02 AM

**Consent Agenda:**

1. Approved minutes from September 19, 2024 regular meeting
2. Approved previously submitted vouchers:
  - Vouchers 9453 to 9456 \$61,716.86
  - Vouchers 9457 to 9460 \$4,849.55
  - Vouchers 9461 and 9462 \$7,931.40
  - D1256 to D1260 \$11,446.53
  - P2778 to P2780 \$8,378.61 pay period 9/1-9/15/24
  - P2781 to P2783 \$8,777.82 pay period 9/16-9/30/24
  - P2784 to P2785 \$295.31 September 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 and most of the winter prep is complete.
  - Biosolids have been transported to our BUF. Took 2 trips. Most ever transported.
  - Snow cat needs new engine. It is at mechanic. Return date is unknown at this time. Operators are looking at a used side by side and plan to get it if it is in good condition.
  - UV closeout is almost over. Still need to complete the closeout via DocuSign. This has been problematic in part due to staffing issues at the PWB.
  - Yodelin lodge connection project is ongoing and near completion. The connection point has been exposed and appears to be deeper than first thought. It will be insulated and backfilled. The pipe under the bridge needs insulation.

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**New Business:**

1. Board Officer Elections – President & Secretary
  - Commissioners present wanted to wait until a full board is present to elect President and Secretary of board.
  - Will reconsider at next month's meeting.
  
1. Budget FYE 2025
  - Meter reading is beginning. Business Manager has emailed Penguins requesting a picture of their meter.
  - USDA RUS loan payoff plan. Discussed the possibility of paying off the RUS loan early. It is a 35 year loan on a plant that has a 20 year depreciation. The annual payment is under \$91,000. The District paid off a loan that was an expense of more than \$320,000 annually. The District likely can afford accelerated payments on the RUS loan. This will be evaluated in the upcoming budget proposal.
  - Denise has created a different budget format that should make it easier to understand.
  - Business Manager has requested that commissioners submit items ASAP.

Meeting adjourned at 10:33 AM

**Next Regular Meeting:**  
**November 21, 2024**

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Casey Cass-Position #1

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Stephanie Ogden-Position #2

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Ed Burns-Position #3