

STEVENS PASS SEWER DISTRICT
Monthly Meeting Minutes
August 17, 2023 at 10:00 AM
34000 N Nason Rd, Leavenworth, WA
Conference Call Phone Number: (978) 990 5073
Meeting ID: 334 557 8#

Present: Ed Burns, Stephanie Ogden, Tom Maher, Scott O'Brien
Present Telephonically: David Sparks, Denise Darling

Meeting called to order at 10:02 AM

Consent Agenda:

1. Approved minutes from June 15, 2023 regular meeting
2. Approved previously submitted vouchers:
 - Vouchers 9253 to 9255 \$8,752.66
 - Voucher 9256 \$3,862.91
 - Vouchers 9257 to 9262 \$7,309.42
 - Vouchers 9263 to 9266 \$6,580.06
 - Vouchers 9267 to 9270 \$165,166.60
 - Vouchers 9271 to 9275 \$3,116.65
 - Voucher 9276 \$3,463.43
 - Vouchers 9277 to 9278 \$42,678.61
 - Vouchers 9279 to 9284 \$75,917.22
 - D1159 to D1171 \$24,320.59
 - P2650 to P2652 \$8,818.78 pay period 6/1-6/15/23
 - P2653 to P2655 \$8,332.74 pay period 6/16-6/30/23
 - P2656 to P2657 \$234.74 June Commissioners
 - P2658 to P2660 \$8,229.30 pay period 7/1-7/15/23
 - P2661 to 2663 \$8,754.77 pay period 7/16-7/31/23
3. Related Party Transactions
 - Stevens Pass Mountain Resort monthly service fee is current

Old Business:

1. Plant Report and Update
 - Plant is running well.
 - Getting ready to process biosolids.
2. SCADA Project Update
 - Project is essentially complete.
 - Project is well within budget.

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3. UV Project Update
 - O&M not yet ready for District review.
 - Awaiting a programming update.
4. Adopted the Vehicle Purchase Plan
 - Document is a plan, not a purchasing decision.
 - Commissioners will evaluate electric vehicle (EV) use.
 - Feeling is that EV should be a strong consideration for a replacement vehicle.

New Business:

1. Budget Requests
 - FYE 2023 Budgeting process will begin soon.
 - Please submit comments or requests via email as soon as possible.
 - Will be looking at Comprehensive Plan timing and other potential capital projects.
2. Security Update
 - Plant was broken into.
 - Looking at security systems. Wanting a system that will alarm law enforcement, so that District staff does not have to enter building to make sure that the criminals have left.
 - Will also replace glass window with upgraded glass, damaged door handle, and other damaged items as needed.
 - Will show proposals to board.
 - Will look at securing SCADA areas by locking off.
 - Need to make sure that the system is effective and not a nuisance to staff or others.
3. Resort Update
 - Letter was sent to resort requiring certain upgrades or changes be made, clarifying right to inspection, ensuring proper maintenance is performed, and requiring a formal FOG control program.
 - Resort's new Base Area Director met with District's Operations and Business Managers. A tour of the District's facilities was performed. Discussed and clarified letter and the reason for it being lack of response from resort.
 - Resort's corporate environmental team is developing their response.
 - It will be important to hold timeline for improvements.
 - The resort is not intending to use, and therefore, hook up the former Yodelin Lodge to the District's sewer system this year. It is likely next year. The district reiterated that this needs to be an engineered solution that our engineers will likely review, so they need to plan for additional time.

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4. Metering Flat Rate Users

- Use of a residential rate customer's cabin as a commercial PCT hiker hostel prompted a discussion of its billing status.
- Hope Lodge/Mitchell residence see similar elevated use. Hope Lodge had initially been a metered user, but in 2005 this was changed to flat rate residential user status as a result of a meeting with attorneys from both sides. Mr. Mitchell and the District agreed that their status would not be changed until all Yodelin cabins connected to the District's sewer were billed on a metered basis.
- Yodelin HOA is beginning to install meters. Once all of the District's users are metered, the District intends to begin billing users on a metered basis. This is expected to be completed in the next 2-3 years.
- As the HOA metering nears completion, the District intends to engage a consultant to perform a rate study.

Meeting adjourned at 11:25AM

Next Regular Meeting:
September 21, 2023

David Sparks-Position #1

Stephanie Ogden-Position #2

Ed Burns-Position #3