

**STEVENS PASS SEWER DISTRICT**  
**Monthly Meeting Minutes**  
**April 21, 2022 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, Tom Maher

**Present Telephonically:** David Sparks, Stephanie Ogden, Denise Darling

Meeting called to order at 10:04 AM

**Consent Agenda:**

1. Approved minutes from the March 17, 2022 regular meeting
2. Approved previously submitted vouchers:
  - Vouchers 9035 and 9036 \$4,131.79
  - Voucher 9037 \$2,315.75
  - Vouchers 9038 to 9040 \$4,194.59
  - Vouchers 9041 to 9043 \$7,161.00
  - Vouchers 9044 to 9048 \$7,950.60
  - D1067 to D1072 \$10,473.00
  - P2522 to 2524 \$7,853.47 pay period 3/1-3/15/22
  - P2525 to 2527 \$8,269.42 pay period 3/16-3/31/22
  - P2528 to P2530 \$354.35 March Commissioners
  - P2531 to P2533 \$7,696.04 pay period 4/1-4/15/22
3. Related Party Transactions
  - Stevens Pass Mountain Resort monthly service fee is current

**Old Business:**

1. Plant Report and Update
  - Physical plant is running fine
  - Network issues began Saturday AM. Resolved this morning.
  - Issue seemed to be caused by Zply changing IP addresses.
  - Will send Zply the invoice from our programmers as a protest, but do not expect it to be paid.
  - Business Manager had a meeting scheduled with the resort's new Director of Base Operations. She did not show up.
  - Will try to determine annual cost of the oil to the district and ratepayers. Real problem is the increased risk to maintaining operations.
2. SCADA Project Update
  - Project is moving forward

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- Business manager met with resort and took pictures of the repeater at the top of Tye Mill lift.
  - Evolution Controls is scheduled to begin setup and monitoring of new equipment next week. Will be switching MCP/PLCs on same day repeater is scheduled to be replaced. (May 24) At this time, the plant will move to new system.
3. UV Project Update
- Moving forward. No unexpected hiccups at this point. Strider has been very engaged in project.
4. Connection fee update
- The District met with HDR and discussed the rules related to setting connection fees
  - District has asked HDR to perform an initial assessment to determine if it will be economically feasible to pursue this.
  - Yodelin Lodge already has an allocation, so we will not be able to charge more unless they exceed the existing capacity.

**New Business:**

1. SAO engagement letter for audit has been signed by Stephanie Ogden.
2. Accountability audit progress.
  - The audit is moving forward. Documents and data are being submitted.
  - Entrance meeting will be soon.
3. SPSD Website - OPMA compliance
  - New OPMA regulations were enacted and require the district to post its meeting agendas online.
  - Business Manager has looked at options and feels as though developing a website will be best.
  - The District already owns the StevensPassSD.org domain and plans to use this.
  - The site will be very basic – agenda posting and a way for comments on action to be received.
4. Public comment if taking any action
  - New OPMA rule requires the public to be able to comment on action in either written or spoken form.
  - The District will incorporate this practice in its meetings.

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Meeting adjourned at: 10:43AM

**Next Regular Meeting:**  
**May 19, 2022**

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David Sparks-Position #1

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Stephanie Ogden-Position #2

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Ed Burns-Position #3