

**STEVENS PASS SEWER DISTRICT**  
**Monthly Meeting Minutes**  
**December 15, 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, Scott O'Brien

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

Meeting called to order at 10:00 AM

**Consent Agenda:**

1. Approved minutes from November 17, 2022 regular meeting
2. Approved previously submitted vouchers:
  - Vouchers 9154 to 9158 \$66,648.76
  - Voucher 9159 to 9162 \$17,720.69
  - Vouchers 9163 to 9164 \$6,369.03
  - Vouchers 9165 to 9166 \$12,514.50
  - Vouchers 9167 to 9168 \$2,158.21
  - D1115 to D1118 \$6,891.09
  - P2588 to P2590 \$8,232.94 pay period 11/1 to 11/15/22
  - P2591 to 2593 \$7,633.21 pay period 11/16-11/30/22
  - P2594 to 2595 \$236.26 November Commissioners
3. Related Party Transactions
  - Stevens Pass Mountain Resort monthly service fee is current

**Old Business:**

1. Plant report and update.
  - Plant is operating well.
2. Audit, UV Project and SCADA project updates.
  - Audit- Exit conference is scheduled for December 22 at 10:00 AM.
  - Audit- Will need to call a meeting and provide notice for meeting if there will be more than 1 commissioner in attendance.
  - UV Project- Working to resolve issues with the UVT cleaning system and low flow switch.
  - SCADA Project- Planning on performing a maintenance clean in the next few weeks. This will be one of the final items to test.

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**New Business:**

1. Approved signing of engagement letter for financial compilation.
2. Approved Annual Operating Budget FYE 2023
  - Revenue of \$1,633,759.56
  - Expenses of \$839,579.41. This includes an 8.7% wage COLA effective January 1, 2023.
  - Per Gallon rate: \$.3189
  - Residential rate: \$680
3. Cascade Analytical/Eurofins
  - Closed Wenatchee location to wastewater lab services as part of a region wide reorganization.
  - Samples can still be left there. They will then be sent by courier to Yakima and then on to Tacoma.
  - They missed a color test that was requested and paid for. District is working with Ecology in an effort to prevent a reporting violation.
  - District is researching and evaluating options for testing. Likely will perform more testing in our laboratory. Hazardous chemicals are an issue.
4. Snow removal for our parking and turnaround has been difficult due to cars parked in our way. Looking at options.

Meeting adjourned at 10:40 AM

**Next Regular Meeting:**  
**January 19, 2023**

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David Sparks-Position #1

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Stephanie Ogden-Position #2

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Ed Burns-Position #3