

**STEVENS PASS SEWER DISTRICT**  
**Monthly Meeting Minutes**  
**January 18, 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, Casey Cass

Meeting called to order at 10:00 AM

**Consent Agenda:**

1. The minutes were not approved as the wrong month was noted on the agenda.
2. Approved previously submitted vouchers:
  - Vouchers 9345 to 9351 \$13,203.57
  - Vouchers 9352 to 9354 \$9,788.92
  - Vouchers 9355 to 9358 \$165,287.42
  - D1197 to D1203 \$15,169.77
  - P2699 to P2701 \$8,267.49 pay period 12/1-12/15/23
  - P2702 to P2704 \$8,366.49 pay period 12/16-12/31/23
  - P2705 to P2707 \$352.08 December Commissioners
3. Related Party Transactions
  - Stevens Pass Mountain Resort monthly service fee is current.

**Old Business:**

1. Plant Report and Update
  - Plant is running OK
  - The Summit Pump Station has been frozen since Sunday morning. The check valves were frozen shut. Evergreen sanitation pumped the wet well to prevent inundation. District personnel added heat tape and heaters, reduced the area needed to be heated and other improvements. It thawed this morning and was tested. It appears to be working now. Club cabins were notified that it is OK to resume water use. The measures being used to keep it thawed will not work during power outages.
2. Correction to COLA rate to 3.4%
  - The incorrect COLA rate of 3.7% was used during the budget approval at last month's meeting. The rate should have been 3.4%. This is the rate used by Washington state which is the rate the District has traditionally mirrored for its COLA.
  - The 3.4% COLA rate was adopted.

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**New Business:**

1. Pay Practices
  - This discussion was postponed until next meeting so all commissioners and the accounting manager could be present.
2. Final Payment on 20-year Ecology loan
  - The final payment of the 20-year approximately \$6.5 Million loan has been requested and is being paid.
  - Business Manager considers this to be a milestone of note.

Meeting adjourned at 10:11AM

**Next Regular Meeting:  
February 15, 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