

STEVENS PASS SEWER DISTRICT
Monthly Meeting Minutes
January 19, 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

Consent Agenda:

1. Approved minutes from December 15, 2022 Regular Meeting
2. Approved previously submitted vouchers:
 - Voucher 9169 VOID check did not arrive
 - Vouchers 9170 to 9179 \$15,255.22
 - Vouchers 9180 to 9181 \$826.82
 - Vouchers 9182 to 9184 \$11,140.37
 - Vouchers 9185 to 9188 \$11,521.83
 - Vouchers 9189 to 9192 \$33,873.62
 - D1119 to D1123 \$10,091.37
 - Correction to D1113 to \$3,403.47
 - P2596 to P2598 \$7,644.80 pay period 12/1 to 12/15/22
 - P2599 to 2601 \$8,057.90 pay period 12/16-12/31/22
 - P2602 to 2604 \$472.42 December Commissioners
3. Related Party Transactions
 - Stevens Pass Mountain Resort monthly service fee is current

Old Business:

1. Plant Update and Report
 - Plant is running well.
 - First wasting is underway.
2. SCADA UV Project Updates
 - SCADA still needs to have Maintenance Clean and Clean in Place performed to verify that these work as expected.
 - Maintenance Clean will happen soon, Clean in Place will need to wait until the season is over.
 - UV reactors are running fine.
 - The UVT analyzer and cleaning system have been problematic.
 - The tech broke the quartz window on the UV cell, causing leaking and air. A new one has been ordered.

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New Business:

1. Snowmobile failing and needs to be replaced.
 - Snowmobile will likely be less expensive.
 - UTV will likely be more expensive, but more useful.
 - A slightly used snowmobile might be the least expensive option.
 - Steph will reach out to Yodelin community and see if anyone has a used snowmobile for sale.
 - Scott will have estimates for both snowmobiles and UTVs ready for next meeting.
 - Can a UTV replace the snowcat? No, because a snowcat will not get bogged down in snow and it can transport heavier loads.

2. Lab Services Update
 - Have stopped using Eurofins because they have missed tests, come back with suspect results and exceeded hold times regularly.
 - Have begun to use Anatech out of Spokane.
 - Requires overnight shipping to Spokane. It is hoped that a courier service will be in place soon to transport samples.

3. Audit results
 - Received Management Letters for Credit Card Policy and SCADA Emergency Declaration
 - Details of what was missing from the policy are not clear.
 - District is updating current policies. Will use policies from other districts as a template and hope that we get the missing details correct.
 - We are on a 3 year accountability audit cycle.

4. Snow removal
 - Continuing to remove snow for our needs per our snow removal document.
 - Trackloader is vital for snow removal and summer operations.

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Meeting adjourned at 11:02 AM

**Next Regular Meeting:
February 16, 2023**

David Sparks-Position #1

Stephanie Ogden-Position #2

Ed Burns-Position #3