

STEVENS PASS SEWER DISTRICT
Monthly Meeting Minutes
February 17, 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, Stephanie Ogden, Tom Maher, Matt Fritz
Present Telephonically: Scott O'Brien, Denise Darling

Meeting called to order at 10:00 AM

Consent Agenda:

1. Approved minutes from January 20, 2022 regular meeting
2. Approved previously submitted vouchers:
 - Vouchers 9011 to 9015 \$174,714.96
 - Vouchers 9016 to 9018 \$11,639.29
 - D1054 to D1061 \$12,457.56
 - P2507 to P2509 January 16-31, 2022
 - P2510 to P2512 January Commissioners
3. Related Party Transactions
 - Stevens Pass Mountain Resort monthly service fee is current

Old Business:

1. Plant Report and Update
 - Plant is running okay. Flows are down from typical.
 - Vehicle windshields are getting beat up by the chip seal gravel coming loose. Will need replacing. Windshield glass is facing supply chain shortages.
 - The oldest truck is becoming old and needs to be replaced. The doors don't stay shut when it is freezing and the windshield wiper fluid freezes. It is becoming rusty due to the road salt.
2. SCADA Project Update
 - The project has officially resumed. A meeting is being scheduled. The District is in process of obtaining permission from the resort to replace its repeater at the top shack of Tye Mill chairlift.
 - Evolution controls also has been sent submittals for the UV replacement project.
3. UV Project Update
 - The UV project is underway. We have been receiving submittals from Strider Construction. These submittals need approval from engineers to ensure that the planned components meet design specifications and intent.

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- The District has reached out to Strider and offered a snowcat ride into the plant so they can see it in person.

New Business:

1. Fire Department Repeater and Antenna
 - Children were found playing on the plant retaining wall above the PUD transformer. This is potentially dangerous, as the snow wall was collapsing. It points out the need for good emergency response.
 - The local Chelan County Fire Department has asked the district if it would be possible to place an antenna on our building and a repeater inside. This would cover a radio blackout zone in the area. This could make the plant and operators safer in the event of an emergency. The downsides to this seem minimal.
 - More info and specifics about the project are needed, and an interlocal agreement will need to be drawn up before the board will need to take action. The board expressed interest in continuing discussions and furthering the project.
2. Connection Fees
 - The District's connection fee structure has not been updated since the District was formed.
 - The board has asked the business manager to put together a new fee structure so that any future will be fair to the existing users.
3. Construction Management Agreement
 - The business manager explained the specifics of the proposed HDR construction management agreement. Onsite supervision is only a small part of the agreement. Its primary goal is to provide engineering support to the project. Specifically, the shop drawing submittal approval process requires a great deal of effort and is critical to the outcome of the project.
 - The business manager explained that the proposal was developed, and specific items were quantified using HDR's experience and database from similar projects. He also discussed the assumptions and explained ways to reduce these costs.
 - The prior construction management agreement was reviewed. The project came in less expensive than the proposal, resulting in approximately 6% in savings. The individual line items were reviewed, and their variances were noted as lessons learned and experience gained in managing engineering consultants.

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- The onsite presence of the manager will be limited to key milestone dates and events. The district will try to combine these events and will use electronic communications whenever possible.
- The operators will look for ways to save on this expense whenever they can. An experienced and competent contractor will also help to keep these costs in check.
- The amount of the agreement is almost \$100,000 less than the original construction management budget and the whole of the project is appearing to be significantly less than the \$2,000,000 budgeted. This agreement will be paid for via the loan.
- A motion was made and seconded, and the construction management agreement was approved.

Meeting adjourned at 11:22 AM

Next Regular Meeting:
March 17, 2022

David Sparks-Position #1

Stephanie Ogden-Position #2

Ed Burns-Position #3