

STEVENS PASS SEWER DISTRICT
Monthly Meeting Minutes
March 19, 2026 at 10:00AM
34000 N Nason Rd, Leavenworth, WA
Conference Call Phone Number: (978) 990 5073
Meeting ID: 334 557 8#

Minutes

Present: Stephanie Ogden, Jeff Andreas, Tom Maher, Scott O'Brien

Present Telephonically: Denise Darling

Meeting called to order at 10:05AM

Public Comment Period:

1. No written or verbal comments were received.

Consent Agenda:

1. Approved minutes from February 19, 2026 regular meeting
2. Approved previously submitted vouchers:
 - Vouchers 9676 to 9679 \$22,380.62
 - Vouchers 9680 to 9685 \$13,037.84
 - Voucher 9686 \$3,174.90
 - Vouchers 9687 to 9688 \$3,519.61
 - D1365 to D1369 \$11,606.21
 - P2922 to P2924 \$8,983.43 pay period 2/1-2/15/26
 - P2925 to P2927 \$8,465.42 pay period 2/16-2/28/26
 - P2928 and P2930 \$589.94 January/February Commissioners
3. Related Party Transactions
 - Stevens Pass Mountain Resort monthly service fee is current.

Old Business:

1. Plant Report and Update
 - 676,200 gallons, 0 violations
 - PFE pump replaced. Failed pump is at shop to determine if it can be fixed.
 - Have seen I&I (Inflow and Infiltration) during the rain events.
2. Projects Updates
 - Blower Project – Ongoing, no hiccups
 - Comp Plan – Documentation has been submitted. Answering a few clarifying questions.

STEVENS PASS SEWER DISTRICT
Monthly Meeting Minutes
March 19, 2026 at 10:00AM
34000 N Nason Rd, Leavenworth, WA
Conference Call Phone Number: (978) 990 5073
Meeting ID: 334 557 8#

- 15% design on filter replacement. HDR has been asked to put together a Scope of Work for a 15% design on replacing existing filters with Kubota or other plate style of filters. This design is intended to make sure that the new filters will fit into existing space and ensure that other criteria such as aeration and permit will be met. The filter replacement project is intended to increase operator safety and reduce maintenance costs. The timing for replacement is likely to coincide with the existing filter's life expectancy. Proposal is expected soon.

New Business:

1. Matt Fritz has resigned from the District effective March 12, 2026.
 - Commissioner Ogden gave Matt an exit interview.
2. Hiring / attracting and retaining staff
 - Hiring a replacement should be viewed as an opportunity to find employees to replace Operations Manager and Business Manager, both of whom have indicated that they will be retiring within 2 years.
 - Should consider the relative merits of the 2 types of potential candidates – “ready to assume position” and “hire for attitude and train for skills”. The advantage of the latter can be longevity as this is an unexpectedly difficult location to work in for those who are inexperienced at it.
 - Will begin to reach out and determine job market.
 - May test waters with job posting.
 - Will update proposed Job Descriptions.
 - Will continue to work on Succession Plan.

Meeting adjourned at 10:56 AM

Next Regular Meeting:
April 16, 2026

Casey Cass-Position #1

Stephanie Ogden-Position #2

Jeff Andreas-Position #3

•