

STEVENS PASS SEWER DISTRICT
Monthly Meeting Minutes
April 16, 2026 at 10:00AM
34000 N Nason Rd, Leavenworth, WA
Conference Call Phone Number: (978) 990 5073
Meeting ID: 334 557 8#

Minutes

Present: Tom Maher, Scott O'Brien

Present Telephonically: Stephanie Ogden, Jeff Andreas, Denise Darling

Meeting called to order at 10:04AM

Public Comment Period:

1. There were no written or verbal comments.

Consent Agenda:

1. Approved minutes from March 19, 2026 regular meeting
2. Approved previously submitted vouchers:
 - Vouchers 9689 to 9692 \$13,864.70
 - Vouchers 9693 to 9695 \$4,062.87
 - Vouchers 9696 and 9697 \$10,116.28
 - Vouchers 9698 to 9701 \$91,343.38
 - D1370 to D1375 \$13,585.26
 - P2931 to P2933 \$10,225.45 pay period 3/1-3/15/26
 - P2934 \$7,595.82 PTO payout
 - P2935 to P2936 \$6,603.50 pay period 3/16-3/31/26
 - P2937 and P2938 \$295.10 March Commissioners
3. Related Party Transactions
 - Stevens Pass Mountain Resort monthly service fee is current.

Old Business:

1. Plant Report and Update
 - 713,800 gallons, no violations
 - Plant is moving into summer mode.
2. Projects updates
 - Biweekly Blower Project construction meetings begin next week.
 - Still have a few items to deliver to SCJ Alliance for Comp plan.

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3. Succession Planning
 - Discussed draft Succession Planning document and overall strategy.
 - Salary range needs to be determined ASAP so the position can be posted.
 - Compensation was the primary area of discussion focus.
 - Board will research compensation and potential ways to attract new to the industry applicants.
 - Will try to reconvene in a special meeting in 2 weeks.

New Business:

1. Approved Resolution 148 – A resolution empowering President or Business Manager to sign HDR Task order 6 – membrane replacement evaluation.
2. Business Manager is evaluating phone service needs with the expectation of reducing phone expenses. The auto dialer has been transitioned to a shared line which will eliminate the need for the line it was on. The need for 2 other lines will be evaluated once Ziply is able to send a tech up to assist.
3. Discussed website ADA tool from Streamline. It is not needed at this time but may be needed in the future.

Meeting adjourned at 11:27 AM

Next Regular Meeting:
May 21, 2026

Casey Cass-Position #1

Stephanie Ogden-Position #2

Jeff Andreas-Position #3