



**SNOQUALMIE PASS UTILITY DISTRICT  
KING AND KITTITAS COUNTIES**

**NOTICE OF REMOTE MEETING BOARD OF COMMISSIONERS**

Monday Dec 13, 2021 at 6:00 p.m.

**Meeting will be attended and held remotely**

Notice is hereby given that the Snoqualmie Pass Utility District will hold a Remote Board Meeting on Monday Dec 13, 2021, commencing at 6:00 p.m., which will be attended and held remotely.

**AGENDA-**

**This meeting is being called as a REMOTE meeting due to the Governor's proclamation 20-28. The District will continue to hold meetings remotely due to the COVID-19 emergency. Once proclamation 20-28 is no longer in effect, the District meetings will return to their normal location.**

"Pursuant to Governor Inslee's Proclamation 20-28, due to the COVID-19 emergency, the board meeting will not have a physical location, but rather the public must attend telephonically, or through other virtual means. To that end, if you would like to attend the Board meeting, at the applicable time please call [425-292-2674](tel:425-292-2674) (Uber Conference number) or [www.uberconference.com/snoqpassutilitydist](http://www.uberconference.com/snoqpassutilitydist) to use your computer to join online. No access code is required. Unless you are giving a public comment during the time that is allowed for such, [please mute your phone](#), as this is an open line, and background noise may disrupt the meeting."

- Call to Order: Introductions and roll call. Commissioner position two is vacant.
  - Ask how many people from the public joined the meeting remotely by phone.
- Approval of Agenda as presented
- Approval of consent agenda- *one motion to approve items reviewed by the GM and board secretary*. Staff timecards and payroll reports, customer billing credits, bank transactions.
- Public Announcements-
  - Office remains closed, encourage customers to make online payments or use the drop box at the office.
  - The District is asking that all customers register their accounts in the customer water meter portal and payment portal. This will allow the customer to monitor their own flow and monitor their bills and make payments.
  - The 2022 rates are posted online and notices were emailed to customers.
  - Reminder that payments are due by the 25<sup>th</sup> of each month. Late payment penalties are 10% and assessed on the 27<sup>th</sup> of the month.
  - Reminder that if a property owner or their contractor damages the water meter pit, meter, radio, or other parts that the District will make repairs and bill the property owner.
  - Commissioner position two is vacant. The District is accepting applications.
  - The District is accepting applications for current and future openings for water and sewer operators.

**Continue the meeting:**

- Public Appearance – none

- Public Comment on agenda items only- none
- Public Comment on non-agenda items- none
- Commissioner Reports- none

**General Manager monthly report-** update on business activities to include old business, new business.

#### **OLD BUSINESS**

1. New Wastewater Plant- update on construction and plant start up.
2. Well siting and test well drilling- update
3. Water comp plan approval- update
4. The 2022 rates are posted online and notices mailed to customers.
5. Generator install at Alpental Lift station- update

#### **New Business**

1. Review construction costs and USDA Outlay report #6
2. Commissioner position two is vacant- District looking for candidates to appoint
3. The District is accepting applications to fill current and future opening for water and wastewater operators.
4. Winter operations have begun- staff will be busy clearing snow
5. Discuss employee pay and benefits for 2022
6. Ski Area request for water to make snow
7. Discuss Amerigas contract for propane
8. Discuss RFQ's for engineering services

#### **Possible Board Action**

- Approval of meeting minutes Nov 15, 2021
- Approval of monthly vouchers (from the general fund No. 657010) for \$
- Approval of USDA Outlay Voucher (from the USDA Sewer fund No. 657336) for \$
- Approval of employee pay scale for 2022

- Commissioner Comment
- Adjourn

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