

Southeast Alaska Power Agency Regular Meeting Minutes

Location: Electronic Via Zoom

Date: June 22, 2023

Start Time: 9AM

Agenda Items

1) Call to Order

A. Roll Call.

Chairperson Sivertsen called the regular meeting to order at 9:00 a.m. AKDT on June 22, 2023. The following directors and alternates were present, thus establishing a quorum of the board:

Directors	Present Electronically (E) In Person (IP)	Alternates	Present Electronically (E) In Person (IP)	Representing	Community
Bob Sivertsen	E	Andy Donato		Swan Lake	Ketchikan
Abby Bradberry	E	Delilah Walsh	E	Swan Lake	Ketchikan
Janalee Gage	E ¹	Jeremy Bynum	E	Swan Lake	Ketchikan
Jeff Good	E	Mark Walker	E	Tyee Lake	Wrangell
Bob Lynn	E	Karl Hagerman		Tyee Lake	Petersburg

The following SEAPA staff and counsel were present for all or part of the meeting:

Staff	Present Electronically (E) In Person (IP)	Staff/Counsel	Present Electronically (E) In Person (IP)
Robert Siedman, Acting CEO	E	Sharon Thompson, EA/CA	E
Clay Hammer, Operations Mgr.	E	Marcy Graves, Admin. Asst.	E
Ed Schofield, Power Sys. Sp.	E	Joel Paisner, SEAPA Counsel	E
Kay Key, Controller	E		

B. Communications/Lay on the Table Items: None

C. Disclosure of Conflicts of Interest: None

2) Approval of the Agenda

Chairperson Sivertsen requested a motion to approve the Agenda.

➤ Motion	M/S (Lynn/Bynum) to approve the Agenda, as presented. The motion was approved unanimously by polled vote.	✓ Action 23- 1050
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3) Persons to be Heard: None

¹ Director Gage joined the meeting at 10AM.



4) Review and Approve Minutes

The Chair requested a motion to approve the minutes for the regular meeting of March 8 & 10, 2023.

➤ <i>Motion</i>	M/S (Lynn/Good) to approve the Minutes of the regular meeting of March 8 & 10, 2023. The motion was approved unanimously by polled vote.	✓	Action 23- 1051
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The Chair requested a motion to approve the minutes for the special meeting held on March 21, 2023.

➤ <i>Motion</i>	M/S (Lynn/Bynum) to approve the Minutes of the special meeting of March 21, 2023. The motion was approved unanimously by polled vote.	✓	Action 23- 1052
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The Chair requested a motion to approve the minutes for the special meeting held on April 25, 2023.

➤ <i>Motion</i>	M/S (Lynn/Bynum) to approve the Minutes of the special meeting of April 25, 2023. The motion was approved unanimously by polled vote.	✓	Action 23- 1053
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5) New Business

A. Update Re CEO Contract

SEAPA's counsel, Joel Paisner, reported that SEAPA's subcommittee met with Mr. Siedman to review the CEO contract with the board's requested changes incorporated, and that Mr. Siedman concurred with the negotiated changes.

B. Executive Session Re Agency's CEO

After requesting further comments on the CEO contract and hearing none, the Chair announced an executive session for discussions related to the CEO is unnecessary, and the meeting will advance to New Business Item C.

C. Reserved for Possible Action following Executive Session.

The Chair requested a motion to accept the negotiated CEO Contract and provide for signature authority.

➤ <i>Motion</i>	M/S (Lynn/Good) to accept the changes to the CEO contract negotiated between SEAPA and Robert Siedman, Acting CEO, finalize the contract, and authorize SEAPA's Chair to sign the contract on behalf of the Board of Directors. The motion was approved unanimously by polled vote.	✓	Action 23- 1054
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D. Consideration of Resolution #2023-091 (Equality & Diversity Policy)

➤ <i>Motion</i>	M/S (Lynn/Good) to approve SEAPA Resolution No. 2023-091 adopting an Equality and Diversity policy.	✓	Action 23- 1055
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➤ <i>Motion</i>	M/S (Sivertsen/Bynum) to amend the policy for consistency with Alaska State laws. The motion to amend the policy was approved unanimously by polled vote.	✓	Action 23- 1056
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A vote was taken on the original motion to approve Resolution No. 2023-091, as amended, and it passed unanimously. Directors requested a copy of the amended policy be provided at the next regular board meeting for their review.



E. *Consideration of Increase to RR23384 & 23385 (Swan & Tyee FERC Relicensing) for Legal Services.*

> Motion	M/S (Bynum/Lynn) to increase SEAPA's FY2023 R&R Budget for RR23384 for Swan Lake Relicensing to \$35,000 and RR23385 for Tyee Lake Relicensing to \$35,000. The motion was approved unanimously by polled vote.	✓ Action 23-1057
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F. *Consideration of Increase to RR22373 Standby Generator for Ketchikan Headquarters*

> Motion	M/S (Bynum/Lynn) to increase SEAPA's FY2023 R&R Budget for RR22373 to \$29,800 for a larger sized Standby Generator for SEAPA's new Ketchikan Headquarters Building. The motion was approved unanimously by polled vote.	✓ Action 23-1058
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G. *Consideration of Resolution #2023-092 Re DNR Reclamation*

> Motion	M/S (Lynn/Bynum) to approve Resolution No. 2023-092 granting the CEO authority to sign the Final Second Amendment to Lease and Easement Documents, a new Trustee Agreement as required by ADNDR, disburse funds to Kodiak Electric Association and Copper Valley Electric Association, and take other necessary actions to complete the Second Amendment to DNR's Lease and Easement Agreement for SEAPA's Projects. The motion was approved unanimously by polled vote.	✓ Action 23-1059
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H. *Second Quarter Operations Plan Update*

Mr. Siedman reported that a high amount of precipitation and below-average temperatures in Southeast Alaska resulted in above-average snowpack benefiting Swan and Tyee's lake levels by keeping both plants above their guide curves. He provided current climate model predictions and reported that other than supplemental diesel for SEAPA's annual outages, SEAPA has the capacity to meet its Member Utilities' Firm Power Requirements for the foreseeable future in 2023.

I. *Solar Power Presentation*

Director Bynum presented an Alternative Energy Program presentation to introduce a better understanding of what it means, why it's important for SEAPA, and how it may impact the utilities and SEAPA. He discussed the types of alternative energy, why they're important, integration of the alternative energy source, impact on SEAPA sales and system stability, the current law on the issue, what sources should be allowed, and other utilities allowing it. The presentation closed with a request to staff to provide additional data and recommendations at a future date.

> Motion	M/S (Lynn/Gage) to accept year-to-date financial statements through April 2023, and disbursements for March, April and May 2023 totaling \$3,200,570.89, as presented. Following Mr. Siedman's review of the financial statements presented in the board packet and board discussion on the various reports presented, the motion was approved unanimously by polled vote.	✓ Action 23-1060
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7) **Staff Reports**

A. *Power System Specialist Report (Schofield)*

Mr. Schofield provided updates on SEAPA's Headquarters, FERC licensing tasks, and the Swan Lake Inlet Valve projects. He discussed his analysis and modifications of three budgeted Tyee renewal and replacement projects (Jet



Boat, Inlet Valve, and Cleveland Peninsula Helicopter Pads) that will result in a major cost savings of potentially more than \$1M for the Agency. He reported that modular construction of the Swan Lake Bunkhouse is scheduled to start in August and should be complete by the middle of December this year.

B. Operations Manager (Hammer)

(i) Plant Operations Quarterly Report

Mr. Hammer reported on inspections that took place at each of SEAPA's plants for the second quarter of 2023, notable maintenance items and repairs, and quarterly safety training provided to keep personnel up-to-date on the latest safety standards.

(ii) Operations Manager Projects Report

Mr. Hammer provided updates on the Swan/Bailey and STI Contract Brushing, Tye Circuit Switcher, Tye Cargo Vans, and Tye Access Channel Bathymetric Survey Projects. He reported that SEAPA procured an underwater ROV for survey and photo documentation of SEAPA's trash racks, underwater cables, and dock assets.

8) CEO Report (Robert Siedman, P.E.)

Mr. Siedman provided updates on safety, governmental affairs, external industry activities, and SEAPA's 2023 outage. He recognized SEAPA employees, Ed Schofield and Marcy Graves, for the extraordinary efforts they expended on SEAPA's transition from the Ketchikan Gateway Borough building offices to the new SEAPA Headquarters. He provided the history and an update on the Department of Natural Resources Reclamation Fund, and reported on organizational changes to facilitate best practices and process improvements for the Agency. He closed with an update on personnel recruitment efforts noting that during the March 8 & 10 board meeting a motion regarding Project Manager recruitment and hiring was postponed until the CEO contract was approved.

The Chair announced that with approval of the CEO contract, it is appropriate to vote on the following postponed motion that was made by Mr. Lynn and seconded by Mr. Sivertsen at the March 8 & 10, 2023 board meeting:

> Motion	M/S (Lynn/Sivertsen) to authorize the Agency's CEO to recruit and hire a full-time Project Manager to provide support for all SEAPA facilities within the salary range of \$112,500 to \$169,500 annually based on the successful candidate's skills and experience.	✓ Action 23- 1061
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The motion was approved unanimously by polled vote.

9) Next Meeting Dates

The Chair announced that the next regular meeting is scheduled for June 22, 2023 in Ketchikan and that a special meeting may need to be held for discussions on a five-year strategic plan. He directed staff to provide the board with possible dates to meet and schedule a meeting accordingly.

10) Director Comments

Directors exchanged various comments.



11) **Adjourn**

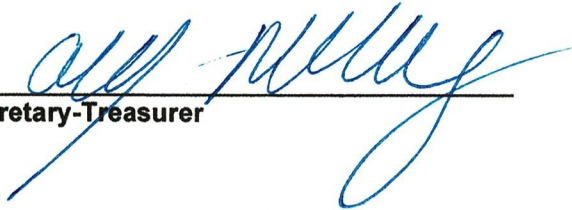
➤ *Motion*

Mr. Lynn moved to adjourn the meeting. After hearing no objections, the Chair declared the meeting adjourned.

✓ Action
23-
1062

The meeting adjourned at 12:26 p.m.

Signed:



Secretary-Treasurer

Attest:



Chairperson