

Southeast Alaska Power Agency Regular Meeting Minutes

Location: Petersburg, Alaska

Date: September 28-29, 2023

Time: 3:30 p.m.¹ AKDT

Agenda Items

SEPTEMBER 28, 2023

1) Call to Order

A. Roll Call.

Chairperson Sivertsen called the regular meeting to order at 3:30 p.m. AKDT on September 28-29, 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	IP	Andy Donato	IP	Swan Lake	Ketchikan
Abby Bradberry	IP	Delilah Walsh	IP	Swan Lake	Ketchikan
Janalee Gage		Jeremy Bynum	IP	Swan Lake	Ketchikan
Jeff Good	IP	Mark Walker	E	Tyee Lake	Wrangell
Bob Lynn		Karl Hagerman	IP	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) or Telephonically (T)	Staff/Counsel	Present Electronically (E) In Person (IP)
Robert Siedman, CEO	IP	Sharon Thompson, EA/CA	IP
Clay Hammer, Operations Mgr.	IP	Marcy Graves, Admin. Asst.	IP
Mark Hilson, Project Manager	IP	Joel Paisner, SEAPA Counsel	E
Kay Key, Controller	IP		

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 (Bradberry/Bynum) to approve the Agenda as presented.	✓ Action 23- 1067
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¹ The meeting was scheduled to start at 1:00 p.m.; however, due to travel delays, the meeting did not start until 3:30 p.m.



➤ Motion	M/S (Bynum/Bradberry) to amend the Agenda to remove New Business Item 5D from the Agenda regarding consideration of a contract regarding SEAPA's Chief Dam Safety Engineer. The motion was approved unanimously by polled vote.	✓ Action 23- 1068
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The main motion approving the Agenda, as amended, was approved unanimously by polled vote.

3) Persons to be Heard: None

4) Consideration of Approval of Minutes

A. *Minutes of Regular Meeting held on June 22, 2023*

➤ Motion	M/S (Bradberry/Bynum) to approve the minutes of SEAPA's regular meeting held on June 22, 2023. The motion was approved unanimously by polled vote.	✓ Action 23- 1069
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B. *Minutes of Special Meeting held on August 30, 2023*

➤ Motion	M/S (Bynum/Bradberry) to approve the minutes of SEAPA's special meeting held on August 30, 2023. The motion was approved unanimously by polled vote.	✓ Action 23- 1070
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5) New Business

A. *Executive Session*

➤ Motion	M/S (Bynum/Good) to recess into Executive Session to be conducted pursuant to SEAPA's Bylaws and Alaska Statute 44.62.310 to discuss a matter, the immediate knowledge of which would clearly have an adverse effect upon the finances of the Agency, the Projects, or any of the Member Utilities represented on the Board. The motion was approved unanimously by polled vote.	✓ Action 23- 1071
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The meeting recessed at 3:34 p.m. from the executive session, and resumed into regular session at 4:23 p.m.

The Chair announced that the board met in executive session and gave staff direction.

The meeting recessed at 4:24 p.m. for a short break. The meeting resumed at 4:31 p.m.

B. *Reserved for possible action following Executive Session*

The Chair announced there is no action to be taken.

C. *Consideration of Solar Photovoltaic Feasibility Study Contract*

➤ Motion	M/S (Hagerman/Bynum) to enter into a contract with Commonwealth for SEAPA's Solar Photovoltaic Feasibility and Stability Study for the not-to-exceed value of \$60,000, and further authorize a ten percent (10%) contingency of \$6,000 for unexpected delays or other expenses. The motion was approved unanimously by polled vote.	✓ Action 23- 1072
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D. *Sole Source Request Re FERC Part 12 Independent Consultant*



The Agenda was amended to remove this item from New Business.

E. *Third Quarter Operations Plan Update*

Mr. Siedman reported that the lake levels at Swan and Tye are in a healthy condition in spite of the below-average precipitation experienced during June through August of this year. The snow runoff in the Spring mitigated impacts to the lake levels which should bring the lakes to full pool by the end of November once average precipitation resumes in September.

The meeting recessed at 5:00 p.m.

SEPTEMBER 29, 2023

The meeting reconvened at 8:00 a.m. The Chair requested a roll call.

All directors, staff, and counsel that were present at the meeting on September 28, 2023 were in attendance.

6) Old Business

A. *SEAPA Policy Handbook*

Motion	M/S (Bynum/Bradberry) to authorize staff to accept the proposed revisions presented in the table set out in the memo included in the September 28-29, 2023 board packet regarding SEAPA's Policies and Procedures Handbook, as presented at the meeting. The motion was approved unanimously by polled vote.	✓ Action 23-1073
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B. *Equality and Diversity Policy Update*

The Chair reported that redlined and finalized versions of SEAPA's Equality and Diversity Policy were provided in the board packet to afford directors an opportunity to review a comparison of changes made to the policy following their direction at SEAPA's June 22, 2023 regular board meeting.

C. *Workshop – Strategic Plan*

Motion	M/S (Bradberry/Bynum) to move from regular session into a Workshop to discuss SEAPA's 2023-2028 Strategic Plan. The motion was approved unanimously by polled vote.	✓ Action 23-1074
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Directors continued discussions on questions posed in the Strategic Plan Workbook provided at the August 30, 2023 board meeting.

The meeting recessed at 9:23 a.m. and resumed at 9:40 a.m.

Motion	M/S (Bradberry/Good) to move out of the Workshop and back into regular session. The motion was approved unanimously by polled vote.	✓ Action 23-1075
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The meeting recessed at 11:23 a.m. and resumed at 11:33 a.m.

7) Financial Reports

Motion	M/S (Bradberry/Haerman) to accept year-to-date financial statements through August 2023, and disbursements for June, July, and August 2023 totaling \$3,353,234.88, as presented. Following the CEO's	✓ Action 23-1076
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report on the Agency's current financial position and financial statements, the motion was approved unanimously by polled vote.

8) Staff Reports

- A. *Operations Manager (Hammer)*
 - i. *Plant Operations Quarterly Report*
 - ii. *Plant Operations Quarterly Report*
- B. *Power System Specialist Report*

Due to the brevity of the meeting, the CEO invited directors questions/comments on staff reports. After no questions or comments were heard, the Chair announced the meeting would move to the CEO report.

9) CEO Report

Mr. Siedman provided brief updates on legislative activity and announced completion of the reclamation fund. He welcomed Mark Hilson, Project Manager, to the SEAPA team, and announced that SEAPA's Power System Specialist, Ed Schofield, would be retiring in October. He commended Mr. Schofield as having served as a significant asset to the Agency during his tenure. He reported the Agency is still recruiting for the Control Systems Engineer position.

10) Next Meeting Date

The Chair announced the next regular board meeting will be on November 30, 2023 in Ketchikan.

11) Director Comments

Directors exchanged brief comments.

12) Adjourn

The Chair requested a motion to adjourn.

➤ Motion	M/S (Bradberry/Bynum) to adjourn the meeting. The Chair announced the meeting adjourned after no objections were heard.	Action ✓ 23- 1077
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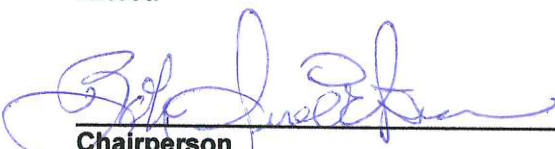
The meeting adjourned at 12:09 p.m.

Signed:

Attest:



 Secretary/Treasurer - Vice Chair



 Chairperson

