

Southeast Alaska Power Agency Regular Meeting Minutes

Location: Ketchikan, Alaska
Date: December 3, 2025
Time: 9 a.m. - 5 p.m.

Agenda Items

1) Call to Order

A. Roll Call.

Chairperson Lynn called the regular meeting to order at 9:00 a.m. AKST on December 3, 2025. 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	Rodney Dial	IP	Swan Lake	Ketchikan
Lacey Simpson	IP	Jeremy Bynum	IP	Swan Lake	Ketchikan
Dick Coose	IP	Peter Amylon	IP	Swan Lake	Ketchikan
Bob Lynn	IP	Karl Hagerman	IP	Tyee Lake	Petersburg
Mason Villarma	E*	Patricia Gilbert	IP	Tyee Lake	Wrangell

*Available for Executive Session only

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

Staff	Present Electronically (E) In Person (IP)	Staff	Present Electronically (E) In Person (IP)	Staff / Counsel	Present Electronically (E) In Person (IP)
Robert Siedman, P.E., CEO	IP	Clay Hammer, Ops. Mgr.	IP	Sharon Thompson, EA/CA	IP
Mark Hilson, P.E., Proj. Mgr.	IP	Kay Key, Controller	IP	Joel Paisner, Counsel	E
Kris Womack, Elec. Cont. Eng.	IP	Marcy Graves, Ofc. Mgr.	IP	Tim Ross, Engineering Intern	IP

B. Communications / Lay on the Table Items: None

C. Disclosure of Conflicts of Interest: None.

2) Approval of the Agenda

The Chair requested a motion to approve the Agenda.

➤ Motion	M/S (Sivertsen/Gilbert) to approve the Agenda as presented. The motion was approved unanimously by polled vote.	✓ Action 25-1200
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3) Persons to be Heard: None

4) Consideration of Approval of Minutes

A. Minutes of Regular Meeting held on August 19-20, 2025

➤ Motion	M/S (Sivertsen/Gilbert) to approve the minutes of SEAPA's regular meeting held on August 19-20, 2025. Following the Chair's request for a voice vote, the motion to approve the minutes was carried by voice vote with the 'ayes' prevailing.	✓ Action 25-1201
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B. Minutes of Special Meeting held on October 30, 2025

> Motion	M/S (Sivertsen/Gilbert) to approve the minutes of SEAPA's special meeting held on October 30, 2025. Following the Chair's request for a voice vote, the motion to approve the minutes was carried by voice vote with the 'ayes' prevailing.	✓ Action 25-1202
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5) Financial Reports

> Motion	M/S (Sivertsen/Gilbert) to accept year-to-date financial statements through October 2025 and disbursements for October 2025 totaling \$3,214,683.23. Following the CEO's report on the Agency's current financial position and financial statements, and fielding questions and comments from directors, the motion was approved unanimously by polled vote.	✓ Action 25-1203
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6) CEO Report

Mr. Siedman provided the highlights of SEAPA's proactive funding strategy for several projects, and reported on the Agency's efforts to address delays in the grant funds awarded under Section 247 of the Infrastructure Investment and Jobs Act. He reviewed completed and ongoing contracts and reported that union negotiations have been successfully concluded. He provided an update on the progress of SEAPA's 5-Year Strategic Plan, and announced that following the expiration of his board seat on the Alaska Energy Authority (AEA) on August 1, 2025, the Governor appointed him to a second term which will expire in 2028. He reported that the AEA issued notice that SEAPA was one of three utilities that were selected for a preliminary sub-award under the Section 40101(d) Grid Resilience Program and that the AEA will be coordinating with the U.S. Department of Energy on final approval. Mr. Siedman provided updates on Alaska Power Association activities and SEAPA's personnel recruitment and ongoing retention efforts.

The meeting recessed at 10:00 a.m. and resumed at 10:10 a.m.

7) New Business

A. Consideration of Change Order #4 Re Tye Lake 3rd Turbine Procurement Contract

> Motion	M/S (Sivertsen/Gilbert) to authorize staff to enter into Change Order No. 4 to SEAPA's Contract No. 25021 with Canyon Industries, Inc. for the not-to-exceed value of \$117,880 for a Unit Control Cabinet for SEAPA's Tye Lake Third Turbine, Generator and Transformer Procurement Project. The motion was approved unanimously by polled vote.	✓ Action 25-1204
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B. Consideration of Award of Audit Services

> Motion	M/S (Gilbert/Sivertsen) to authorize staff to engage with BDO USA, P.C. for professional auditing services for fiscal years 2025, 2026 and 2027. The motion was approved unanimously by polled vote.	✓ Action 25-1205
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C. Consideration of FY2026 Wholesale Power Rate

> Motion	M/S (Sivertsen/Gilbert) to approve setting SEAPA's wholesale power rate at 7.3 cents per kWh for the period January 1, 2026 through December 31, 2026. The motion was approved unanimously by polled vote.	✓ Action 25-1206
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D. *Consideration of FY2026 SEAPA Budget*

➤ <i>Motion</i>	M/S (Gilbert/Coose) to approve the Fiscal Year 2026 Budget for the Southeast Alaska Power Agency, as presented at the December 3, 2025 board meeting.	✓ Action 25-1207
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Mr. Siedman initiated discussion and review of the FY2026 budget. The presentation proceeded through #1830-009 of the Liability, Inventory and Feasibility budget items. At that juncture, the Chair called for a break at 11:20 p.m. and resumed the meeting at 11:35 a.m. to continue discussion of the remaining budget items. Presentation of the budget initiated discussion among the Board members with the CEO fielding comments and questions accordingly.

Following discussion of the proposed FY2026 Budget, the Chair called for a vote on the outstanding motion to approve the budget as presented. The motion to adopt SEAPA's Fiscal Year 2026 Budget as presented was approved unanimously by polled vote.

The meeting recessed at 12:17 p.m. for lunch and resumed at 1:00 p.m.

The Chair called the meeting back to order and requested a motion for New Business Item 7E.

E. *Consideration of Cleveland Helipad Installation Contract*

➤ <i>Motion</i>	M/S (Sivertsen/Coose) to authorize staff to enter into a contract with H Construction, LLC for SEAPA's 2026 Cleveland Helipad Installation project for the lump-sum value of \$415,001, plus a 5% contingency of \$20,750, for a total not-to-exceed value of \$435,751.	✓ Action 25-1208
	Director Sivertsen announced that he will abstain from voting due to a potential conflict and requested that his alternate, Mr. Dial, be called on to vote in his place. A vote was taken accordingly and the motion was approved unanimously.	

F. *Consideration of FY2026 Operations Plan*

➤ <i>Motion</i>	M/S (Sivertsen/Gilbert) to approve the 2026 SEAPA Operations Plan as presented in the December 3, 2025 board packet.	✓ Action 25-1209
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Mr. Siedman presented SEAPA's 2026 Operations Plan as presented in the December 3, 2025 Board Packet. Following the presentation, he noted that with the predicted inflows for calendar year 2026, the 2026 Operations Plan proposes that Swan Lake and Tye Lake draft limits be 280ft and 1260 ft respectively.

Following discussion, the Chair requested a vote on the outstanding motion for approval of the 2026 Operations Plan. The motion to approve the 2026 SEAPA Operations Plan as presented in the December 3, 2025 board packet was approved unanimously by polled vote.

G. *Executive Session Re Personnel Matters and Financing Proposals*

➤ <i>Motion</i>	M/S (Sivertsen/Coose) to recess into Executive Session to be conducted pursuant to SEAPA's Bylaws consistent with Alaska Statute 44.62.310 for discussions relating to an Agency personnel matters and financing proposals. Such discussions may involve subjects that tend to prejudice the reputation and character of a person or persons, provided the person may request a public discussion, and matters 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 25-1210
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The Chair recessed the open session of the meeting at 2:00 p.m. The board moved to executive session to discuss personnel matters and financing proposals. The executive session adjourned at 3:15 p.m.

H. *Reserved for Possible Action Following Executive Session*

The Chair called the meeting back to order in open session and announced that no action was taken during the executive session. He requested a motion on matters discussed during the executive session.

➤ Motion	M/S (Sivertsen/Gilbert) to affirm SEAPA's Chief Executive Officer's favorable evaluation and to provide a one-time bonus of \$15,000 to be paid to the Chief Executive Officer from SEAPA's FY2025 budget, and further authorize SEAPA's Chief Executive Officer to provide up to \$31,400 in compensation to staff as he determines appropriate. The motion was approved unanimously by polled vote.	✓ Action 25-1211
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8) Staff Reports

A. *Quarterly Operations Report (Hammer)*

Mr. Hammer provided an overview of maintenance and repairs scheduled or completed at both of SEAPA's Swan and Tyee Plants noting that the fourth quarter focusses on wrapping up outside maintenance work and prepping for winter. He noted that unusually high rains this quarter contributed to record spill through Swan Lake's fixed wheel gate, which operated as designed with no concerns reported. He provided highlights of the safety training provided through SEAPA's online HR platform and discussed the business at hand in several photographs presented at the end of his report.

B. *Operations Manager Project Report (Hammer)*

Mr. Hammer reported on projects that are complete, and provided an update on outstanding projects which include pole change outs needed for SEAPA's poles located at the White River area, the Tyee Crew House #5 interior renovation, and right-of-way clearing scheduled for completion prior to December 15 at Woronkofski Island.

C. *Project Manager Report (Hilson)*

Mr. Hilson presented an in-depth PowerPoint slide show with photographs and details of current FERC-related activities and projects which included Swan Lake Drone Mapping, the Tyee 3rd Turbine FERC Capacity License Amendment, Swan and Tyee Lake Relicensing, SEAPA's Owner's Dam Safety Plan 5-year External Audit, and FERC's annual inspection. He provided updates on the Cleveland Peninsula Helipad and Swan Lake Water Piping and Basket Strainer projects, and fielded Director comments and questions.

D. *Electric Controls Engineer (Womack)*

Mr. Womack provided progress reports and upcoming items on the schedule for several of SEAPA's very technical projects which include the Tyee Station Service and 15kV Switchgear, Ketchikan Substation and Tyee Third Turbine Design projects, and Tyee 3rd Turbine procurement.

9) Discuss Future Topics

There was brief discussion but no motions or action taken on the topics listed for future discussion which included SEAPA Solar in the Fall, Revisiting the Investment Policy in 2026, Reservoir Management, and Financing SEAPA Projects.

10) 2026 Meeting Dates

There were no objections to the next meeting date of January 22, 2026 for a special (annual) meeting to exchange introductions of new board members, elect officers, and any other business that may be necessary for the Agency. There were also no objections to the meeting date of March 26, 2026 for SEAPA's first quarterly regular meeting in Ketchikan.



11) Director Comments

Directors exchanged brief comments.

12) Adjourn

The Chair requested a motion to adjourn.

<i>Motion</i>	M/S (Sivertsen/Gilbert) to adjourn the meeting. Following the Chair's request for a voice vote, the motion to adjourn was carried by voice vote with the 'ayes' prevailing.	✓ Action 25-1212
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The meeting adjourned on December 3, 2025 at 5:00 p.m.

