

Southeast Alaska Power Agency Special Meeting Minutes

Location: Held Electronically¹

Date: March 31, 2021

Time: 3:00 p.m. AKDT

Agenda Items

1) Call to Order

A. Roll Call.

Chairperson Sivertsen called the special meeting to order at 3:00 p.m. AKDT on March 31, 2021. 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	
Bob Sivertsen	E	Doug Ward	E	Swan Lake	Ketchikan
Karl Amylon	E	Jeremy Bynum	E	Swan Lake	Ketchikan
Cliff Skillings	E	Dick Coose	E	Swan Lake	Ketchikan
Stephen Prysunka	E	Mike Ottesen		Tyee Lake	Wrangell
Bob Lynn	E	Karl Hagerman	E	Tyee Lake	Petersburg

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

Staff	Present Electronically (E) Telephonically (T) In Person (IP)	Staff/Counsel	Present Electronically (E) Telephonically (T) In Person (IP)
Trey Acteson, CEO	E	Joel Paisner, SEAPA Counsel	E
Clay Hammer, Operations Mgr.		Kay Key, Controller	E
Ed Schofield, Power Sys. Sp.	T	Sharon Thompson, EA/CA	E
Robert Siedman, Dir. Eng & TS	E	Marcy Hornecker, Admin. Asst.	E

2) Approval of the Agenda

➤ Motion	M/S (Prysunka/Skillings) to approve the agenda as presented. Motion approved unanimously by polled vote.	✓ Action 21-875
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3) New Business

- A. **Consideration and Approval of Resolution #2021-075 Re CEO Authorizations to pursue Financing Options Re Submarine Cable Replacement Project, and Resolution #2021-076 Naming Certifier and Administrator for USDA RUS Data Submittal Purposes**

¹ The meeting was held electronically due to recommendations from the Center for Disease Control and its social distancing guidelines.



➤ Motion	<p>M/S (Prysunka/Amylon) to adopt Resolution #2021-075 granting the Southeast Alaska Power Agency's (SEAPA) CEO, Trey Acteson, authorization to pursue both Alaska Municipal Bond Bank and U.S. Department of Agriculture (USDA) Rural Utilities Service (RUS) Electric Program financing options on a parallel path, and further move to adopt a Secretary's Certificate (Resolution #2021-076) naming SEAPA's CEO, Trey Acteson, as a certifier and SEAPA's Controller, Kay Key, as an administrator on behalf of SEAPA for submittal of any and all data required by the USDA RUS RD Apply Intake System.</p> <p>Following a discussion of the pros and cons of the two financing options, the motion was approved unanimously by polled vote.</p>	✓ Action 21-876
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B. Consideration and Approval of Sole Source Contract Re STCS-HMI-Historian Upgrade, R&R Capital Project No. 19331

➤ Motion	<p>M/S (Prysunka/Skillings) to authorize staff to enter into a sole source contract with Segrity, LLC for programming/engineering, testing and commissioning services for SEAPA's STCS-HMI-Historian Modernization Project (R&R19331) for \$79,200 plus a ten percent (10%) contingency of \$7,920 for a total not-to-exceed value of \$87,120.</p> <p>Mr. Siedman presented a SEAPA Network One Line Diagram which aided in his explanation of the project and purpose for the sole source request, after which the motion was approved unanimously by polled vote.</p>	✓ Action 21-877
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C. Consideration and Approval of Sole Source Contract Re Architectural Services

➤ Motion	<p>M/S (Lynn/Amylon) to authorize staff to enter into a sole source contract with Welsh Whiteley Architects, LLC for design, bidding, and construction-phase services for SEAPA's Office and Warehouse Headquarters (R&R19326) for \$193,692 plus a ten percent (10%) contingency of \$19,369 for a total not-to-exceed value of \$213,061.</p> <p>Mr. Acteson elaborated that Welsh Whiteley Architects has been developing the design for the SEAPA office for over a year and together with their selected subcontractors are well-qualified to be considered for the design, bidding, and construction-phase services. Following brief discussion, the motion was approved unanimously by polled vote.</p>	✓ Action 21-878
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D. Executive Session Re Update on Hydrosite Investigations and Discussions Re Sole Sourcing Contracts Related to Hydrosite Investigations

➤ Motion	<p>M/S (Sivertsen/Prysunka) to recess into Executive Session to be conducted pursuant to SEAPA's Bylaws consistent with Alaska Statute 44.62.310 for discussions to consider sole-sourcing contracts for hydrosite field investigations to develop site definition documents and aerial mapping of potential hydrosites as the discussions will include matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the public agency. The motion was approved unanimously by polled vote.</p>	✓ Action 21-879
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The meeting recessed at 4:03 p.m. for the executive session. The meeting resumed into regular session at 4:45 p.m. The Chair requested a roll call. A roll call was taken, and all directors were present except Mr. Ward and Mr. Ottesen.

The Chair announced that discussions during the executive session resulted in the following motions:

Motion	M/S (Prysunka/Amylon) to authorize staff to enter into a sole source contract with McMillen LLC to develop new Site Definition Documents by conducting hydrosite investigations at a new potential hydropower site for \$129,484 plus a twenty percent (20%) contingency of \$25,896 for the total not-to-exceed value of \$155,380. The motion was approved unanimously by polled vote.	✓ Action 21-880
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Motion	M/S (Amylon/Lynn) to authorize staff to enter into a sole source contract with Quantum Spatial, Inc. for Lidar and Digital Imagery for SEAPA's hydrosite investigations for the lump-sum value of \$92,266 plus a 20% contingency of \$18,453 for weather, ground transportation or other factors for the total not-to-exceed value of \$110,719. The motion was approved unanimously by polled vote.	✓ Action 21-881
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4) **Adjourn**

Chairperson Sivertsen requested a motion to adjourn.

Motion	M/S (Prysunka/Lynn) to adjourn the meeting. The Chair declared the meeting adjourned after no objections were heard.	✓ Action 21-882
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The meeting adjourned at 4:49 p.m.

Signed:



Secretary/Treasurer

Attest:



Chairperson

