

Regular Meeting Minutes  
Salem Electric Board of Directors  
28 February 2023 6:00 p.m.

1. CALL TO ORDER: The Salem Electric Board of Directors meeting was called to order by President Van Meter. Directors present: Jeff Anderson, Jan Barga, Dave Bauer, Cindy Condon, Tim Klarr, Joe Van Meter, and Angie Villery. Staff members present: Tony Schacher, General Manager; Chris Kriek, Administrative Services Manager; and Randi Johnson, Executive Assistant. (A list of the members, employees, and guests in attendance is in the Supplemental Minutes Book.)
2. APPEARANCE OF INTERESTED MEMBERS: None.
3. MEETING AGENDA: **MOTION** made by Condon, seconded by Anderson and **carried unanimously** to approve the Meeting Agenda.
4. CONSENT CALENDAR: **MOTION** made by Bauer, seconded by Anderson and **carried unanimously** to approve the Consent Calendar with the removal of Item D – Financial Report, Item E – Engineering & Operations Report, and Item F – Member Services Report.
5. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR: Item D: Questions regarded wages and inventory year-to-year comparisons. Item E: Questions regarded externally caused interruptions. F: Questions regarded conservation and distributed generation calculations. **MOTION** made by Anderson, seconded by Bauer and **carried unanimously** to approve Items D, E, and F.
6. ACTION/INFORMATION ITEMS:  
2023 Budget Adjustments – Action: Kriek reviewed budget adjustments to the 2023 budget. Kriek discussed the benefits of the fleet and materials reserve account, noting that the cooperative was able to take advantage of a purchase offer for an available replacement line truck, which saved the cooperative over \$200,000, and the truck will be ready for service in several months rather than several years from now. Questions regarded operating revenue. **MOTION** made by Anderson, seconded by Bauer and **carried unanimously** to approve the budget adjustments as presented.  
Policy Committee Recommendations – Action: The committee presented its recommendations for changes to the following policy documents:
  - a. Policy Template: The Board discussed changes made to the policy template and referred it back to committee for additional review.
  - b. Philosophy Statement: The Board discussed changes made to the philosophy statement and referred it back to committee for additional review.
  - c. Environmental Stewardship: The Board reviewed the policy, which combines two similar policies, the Renewables Resolution and the Environmental Responsibility Statement, into one new policy. **MOTION** made by Bauer, seconded by Anderson to approve the Environmental Stewardship policy as presented. Discussion regarded the requirement to invest no less than 3% of electric revenues in energy

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conservation and other member assistance programs, and renewable energy. Villery called the question. **Motion carried unanimously** (A copy of the recommendation is in the Supplemental Minutes book.)

- d. Salem Electric Member Assistance Program (SEMAP): **MOTION** made by Bauer, seconded by Klarr to approve proposed changes to the SEMAP policy. **AMENDMENT** made by Condon, seconded by Bargaen to remove the phrase "...and hire a member services representative to administer the program" from the purpose statement. **AMENDMENT** made by Condon, seconded by Bargaen to change the Requirements and Standards section as follows: "Staff will administer a SEMAP program and provide reports regularly as requested by the Board but at no less than an annual basis." **Amendments passed with five in favor and one opposed. MOTION to adopt the policy as amended carried unanimously.** (A copy of the recommendation is in the Supplemental Minutes book.)
- e. Stuffers: **MOTION** made by Anderson, seconded by Condon to approve the Stuffers policy as presented. **AMENDMENT** made by Condon, seconded by Bargaen that the policy states that compliance is the responsibility of the general manager. **MOTION to adopt the policy as amended carried unanimously.** (A copy of the recommendation is in the Supplemental Minutes book.)

#### 7. MONTHLY REPORTS:

Department Updates: Engineering & Operations: Schacher discussed bio-remediation work of the transformer vaults for the downtown underground re-conductor project. Member Services: Schacher informed the Board of a generous donation to the SEMAP program.

Manager's Report: Schacher discussed the proposed City of Keizer utility rights of way ordinance and the potential cost to Keizer members if that part of the service territory is moved underground. A hearing is scheduled on March 20 during the Keizer City Council meeting. Schacher discussed the BPA post-2028 contract and stated that public power has submitted a counter-proposal to which BPA has yet to respond. Schacher noted that he is waiting for archeologist reports regarding cadaver dog search and ground penetrating radar work done at the eastside facilities location. Schacher noted that Carter Parent, a West Salem High School senior, was selected as the Salem Electric delegate for the NRECA Youth Tour in June, and he highlighted February employee service anniversaries.

Strategic Plan Report: Schacher stated that updates to the strategic plan are noted in the manager's report. He asked the Board if they would like to continue receiving monthly reports or would prefer quarterly and annual presentations instead. It is the consensus of the Board to receive quarterly and annual presentations.

Outside Meeting Reports: None.

8. APPEARANCE OF INTERESTED MEMBERS: Member comments regarded the line truck purchase and the downtown underground re-conductor project.

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9. NEW BUSINESS/GOOD OF THE ORDER: Bauer commented on the NRECA resolutions. Van Meter noted that he is the voting delegate representing ORECA at the NRECA annual meeting. Schacher asked for the Board's feedback about the frequency and methods of announcing director elections. Currently, director positions up for election are announced several times during the election cycle via the member newsletter, email communication, and social media. **MOTION** made by Bauer, seconded by Anderson and **passed with five in favor and one opposed** to announce director elections only to the membership through the member newsletter and email communication.
10. EXECUTIVE SESSION: None.
11. ADJOURN: With no further business to come before the Board, the meeting adjourned at 9:00 p.m.

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Jeff Anderson, Secretary/Treasurer

Approved Pursuant to Board Action on  
March 22, 2023

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Joe Van Meter, President

SALEM ELECTRIC BOARD MEETING AGENDA  
6:00 p.m.                      Tuesday                      February 28, 2023

1. CALL TO ORDER
2. APPEARANCE OF INTERESTED MEMBERS (5 minutes per member)
3. MEETING AGENDA (Approve)
4. CONSENT CALENDAR (Approve)
  - A. Minutes of Prior Meetings
    - January 24, 2023 Regular Meeting.....1-4
  - B. Acceptance of new members (164)
  - C. Release of members no longer taking service (179)
  - D. Financial Report .....5-13
  - E. Engineering & Operations Report .....14-19
  - F. Member Services Report .....20-22
  - G. Director Remuneration Forms .....23-33
5. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR (Approve)
6. INFORMATION/ACTION ITEMS
  - 2023 Budget Adjustments – Action (KriECK) .....34-37
  - Policy Committee Recommendations – Action (Onyewuchi)
    - Policy Template .....38-39
    - Philosophy Statement .....40-42
    - Environmental Stewardship .....43-45
    - SEMAP .....46-48
    - Stuffers .....49-50
7. MONTHLY REPORTS
  - Department Updates
  - Manager’s Report (Schacher)
  - Strategic Plan Update (Schacher)
  - Outside Meetings Reports (Directors)
8. APPEARANCE OF INTERESTED MEMBERS (5 minutes per member)
9. NEW BUSINESS/GOOD OF THE ORDER
  - Director Election Announcements
10. EXECUTIVE SESSION
11. ADJOURN (Next Meeting: March 22, 2023, 6:00 p.m. For upcoming agenda items, refer to the Annual Agenda Items Calendar on Call to Order (Documents, Board Meeting General).