

Regular Meeting Minutes  
Salem Electric Board of Directors  
23 July 2024 6:00 p.m.

1. CALL TO ORDER: The Salem Electric Board of Directors meeting was called to order at 6:02 p.m. by President Anderson. Directors present: Jeff Anderson, Jan Bargaen, Dave Bauer, Tim Klarr, John Taylor, Joe Van Meter, and Angie Villery. Staff members present: Tony Schacher, General Manager; Chris Kriek, Administrative Services Manager; JB Phillips, Engineering & Operations Manager, and Michele Adkins, Executive Coordinator. (A list of the members, employees, and guests in attendance is in the Supplemental Minutes Book.)
2. LEGISLATIVE REPORT: ORECA Director of Government Relations Tucker Billman requested input on the mid-year meeting and noted that ORECA is meeting with legislators to bring the issues that cooperatives are facing with wildfires to the forefront.
3. APPEARANCE OF INTERESTED MEMBERS: Questions regarded the recent outage and joint pole use.
4. MEETING AGENDA: **MOTION** made by Klarr, seconded by Taylor, and **carried unanimously** to approve the Meeting Agenda.
5. CONSENT CALENDAR: **MOTION** made by Van Meter, seconded by Bauer, and **carried unanimously** to approve the Consent Calendar with the removal of Item D – Financial Report.
6. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT CALENDAR: Item D: Questions regarded the variance in the Total Utility Billing Revenue account and the Street Light/Budget Billing account. **MOTION** made by Klarr, seconded by Van Meter, and **carried unanimously** to approve Item D.
7. ACTION/INFORMATION ITEMS:
  - NRECA 401(k) RESOLUTION – Action: **MOTION** was made by Taylor, seconded by Van Meter, and **carried unanimously** to approve the Resolution authorizing the adoption of the Safe Harbor Provisions under the 401(k) Pension Plan for Salem Electric REA 38412-001, with the addition of one word in the last bullet. The resolution will be amended to include the word *age* in the last bullet. “In-service age 59 ½ withdrawals...” (A copy of the resolution is in the Supplemental Minutes Book.)
  - SAFETY POLICY REAFFIRMATION – Action: Every four years the board is asked to reaffirm Salem Electric’s Safety Policy to show an ongoing commitment to providing a safe work environment. **MOTION** was made by Bauer, seconded by Villery, and **carried unanimously**, to reaffirm Salem Electric’s Safety Policy.
  - FORM 7 REVIEW: Kriek reviewed the Form 7 document, which is used to develop the annual Key Ratio Trend Analysis report later in the year.
  - BOARD POLICIES FOR ANNUAL REVIEW: The board reviewed the list of policies proposed for this year’s annual review. Staff will contact committee members soon to schedule a Board Policy Committee meeting.

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8. MONTHLY REPORTS:

Department Updates: JB Phillips, engineering & operations manager and SE's safety director, updated the Board on safety procedures. Covered were monthly safety trainings, daily safety procedures prior to and during all crew operations; a safety and health committee comprised of employees from each department; yearly safety improvement plans with goals and objectives; participation in RESAP for voluntary evaluations of our entire operation; and a near miss program that rewards reporting of instances of low-level behaviors with the goal of preventing accidents.

Manager's Report: Schacher provided answers to questions from the previous board meeting and reported on the rising cost of equipment for electric cooperatives since January 2020, with the cost of primary wire increasing 62%, crossarms 103%, and transformers 98%. He presented a donation request from the Cooperative Family Fund which assists children of deceased cooperative employees. A \$1,000 donation will be included in next year's budget and the Board asked to revisit the potential for donations in subsequent years.

Outside Meeting Reports: Board members reported on the information gleaned from the recent ORECA mid-year meeting. Van Meter commented on the phenomenal tour of Bonneville provided to the ORECA Board and encouraged others to take the tour.

9. APPEARANCE OF INTERESTED MEMBERS: None

10. NEW BUSINESS/GOOD OF THE ORDER: Anderson updated the Board on his relationship with NWPPA. He will be assisting with building relationships with the many unions that are part of NW organizations they interact with including the Bonneville Power Administration. Bauer commented on the outage communication process and inquired if there were options available for messaging members individually. Klarr asked for a future discussion on the possibility of including safety in Salem Electric's written goals, and Van Meter would like a future agenda item for discussing Oregon Trail Electric Co-op's proposal for meeting with local leadership and rewriting the narrative around wildfires.

11. EXECUTIVE SESSION: None.

12. ADJOURN: With no further business to come before the Board, the meeting adjourned at 8:47 p.m.

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Dave Bauer, Secretary/Treasurer

Approved Pursuant to Board Action on  
August 27, 2024

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Jeff Anderson, President

SALEM ELECTRIC BOARD MEETING AGENDA  
6:00 p.m.                      Tuesday                      July 23, 2024

1. CALL TO ORDER
2. LEGISLATIVE REPORT (Tucker Billman, ORECA)
3. APPEARANCE OF INTERESTED MEMBERS (5 minutes per member)
4. MEETING AGENDA (Approve)
5. CONSENT CALENDAR (Approve)
  - A. Minutes of Prior Meetings  
June 25, 2024, Regular Meeting ..... 1-3
  - B. Acceptance of new members (190)
  - C. Release of members no longer taking service (172)
  - D. Financial Report ..... 4-13
  - E. Engineering & Operations Report .....14-19
  - F. Member Services Report .....20-23
  - G. Director Remuneration Forms .....24-52
6. CONSIDERATION OF ITEMS REMOVED FROM CONSENT CALENDAR (Approve)
7. INFORMATION/ACTION ITEMS
  - NRECA 401(k) Resolution – Action (Schacher) .....53-54
  - Safety Policy Reaffirmation – Action (Schacher)..... 55
  - Form 7 Review – Information (Krieck).....56-77
  - Board Policies List for Review – Information (Schacher).....78
8. MONTHLY REPORTS
  - Department Updates
  - Manager’s Report (Schacher)
  - Strategic Plan Quarterly Review (Schacher)
  - Outside Meetings Reports (Directors)
9. APPEARANCE OF INTERESTED MEMBERS (5 minutes per member)
10. NEW BUSINESS/GOOD OF THE ORDER
- 11. EXECUTIVE SESSION**
12. ADJOURN (Next Meeting: August 27, 2024, 6:00 p.m. For upcoming agenda items, refer to the Annual Agenda Items Calendar on Call to Order (Documents, Board Meeting General).