



LOS ALAMOS

**County of Los Alamos**  
**Minutes**  
**Board of Public Utilities**

1000 Central Avenue  
Los Alamos, NM 87544

*Jeff Johnson, Chair; Stephen McLin, Vice-chair; Paul Frederickson, Kathleen Taylor and  
Carrie Walker, Members  
Tim Glasco, Ex Officio Member  
Harry Burgess, Ex Officio Member  
Susan O'Leary, Council Liaison*

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Wednesday, September 20, 2017

5:30 PM

1000 Central Avenue  
Council Chambers

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**REGULAR SESSION**

**1. CALL TO ORDER**

The regular meeting of the Incorporated County of Los Alamos Board of Public Utilities was held on Wednesday, September 20th, 2017 at 5:30 p.m. at 1000 Central Ave., Council Chambers. Board Chair, Jeff Johnson, called the meeting to order at 5:30 p.m.

**Present** 5 - **Board Member Johnson, Board Member Frederickson, Board Member Taylor, Board Member Walker and Board Member Glasco**

**Absent** 2 - **Board Member McLin and Board Member Burgess**

County Manager, Mr. Harry Burgess was absent. Deputy County Manager, Mr. Steven Lynne attended in his place.

**2. PUBLIC COMMENT**

Mr. Johnson opened the floor for public comment on items on the Consent Agenda and for those not otherwise included on the agenda. There were no comments.

**3. APPROVAL OF AGENDA**

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**Ms. Taylor moved that the agenda be approved as presented. The motion passed by the following vote:**

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**Yes:** 4 - **Board Member Johnson, Board Member Frederickson, Board Member Taylor and Board Member Walker**

**Absent:** 1 - **Board Member McLin**

**4. BOARD BUSINESS**

**4.A. Chair's Report**

Mr. Johnson reported on the following items:

1) Mr. Johnson asked the other members to give him feedback on his presentation to Council the previous evening. Ms. Walker suggested that perhaps more metrics with hard

numbers could be included in the future.

**4.B. Board Member Reports**

Board members reported on the following items:

1) Ms. Taylor - Ms. Taylor attended the Senior Management Team's strategic planning workshop, which she found interesting and useful. She thinks she learned a lot there.

2) Ms. Taylor - Ms. Taylor recently attended the Carbon Free Power Project (CFPP) meeting in Utah along with Ms. Walker.

3) Ms. Walker - Ms. Walker discussed the CFPP meeting. It was supposed to be a high level introduction and was her first introduction to the project. It sounds like the next step is the power sales agreement. Mr. Glasco was asked to give some details about the timing of the Power Sales Agreement and when that would be coming to the Board. Ms. Walker noted that the design and approval process with the Nuclear Regulatory Commission (NRC) seemed to be going smoothly, which is a good sign. Mr. Glasco informed the Board that the Utah Associated Municipal Power Systems (UAMPS) and NuScale have offered to come to governing body meetings to provide more information about the power sales agreement.

4) Ms. Taylor - Ms. Taylor reported on the Board/Council subcommittee meetings. The main focus of those meetings was the transfer of money from the gas fund to the wastewater fund, which was also the main focus of the previous evening's joint Board/Council meeting.

**4.C. Utilities Manager's Report**

Mr. Glasco provided a written report, which is included in the minutes as an attachment.

**4.D. County Manager's Report**

Mr. Lynne had nothing to report.

**4.E. Council Liaison's Report**

Ms. Susan O'Leary was absent. No report was given.

**4.F. Environmental Sustainability Board Liaison's Report**

Ms. Susan Barns provided a written report, which is included in the minutes as an attachment.

**4.G. General Board Business**

**4.G.1 [9893-17](#) Follow-up to Board of Public Utilities/ County Council Subcommittee Meetings and Joint Meeting on September 19th, 2017**

**Presenters:** Jeff Johnson

Board Chair, Mr. Jeff Johnson, presented this item. The following is the substance of the item being considered.

By the time of this meeting, the BPU/Council subcommittee had met twice and the full BPU and Council had a joint meeting on September 19th. This item was a placeholder for

the Board to have any continued discussions from those meetings and gave the subcommittee members an opportunity to report to the rest of the Board.

The Board discussed this item and requested clarification where necessary.

The following actions were identified for follow-up:

1) The Board requested that a special meeting be scheduled for the Board to consider a draft ordinance allowing for the transfer of funds between utilities if agreed upon by both the Board and Council. Council may then consider adoption of the ordinance at a future meeting.

**4.G.2**     [9604-17](#)

**Approval of Department of Public Utilities Mission, Vision and Values, Goals and Objectives**

**Presenters:**     Tim Glasco

Utilities Manager, Mr. Timothy Glasco, presented this item. The following is the substance of the item being considered.

DPU senior staff held their annual Strategic Planning Meeting on August 29th and 30th of this year. At that time the Mission, Vision and Values were evaluated to see if changes were required. Input from the Board was that the existing statements were acceptable for another year. Staff did not see any need for revising the Mission, Vision and Values statements either. Goals were reviewed and modified as necessary. As a standing annual item, staff is requesting affirmation of the mission, vision and values statements and approval of the strategic goals and objectives presented.

The Board discussed this item and requested clarification where necessary.

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**Ms. Walker moved that the Board of Public Utilities affirm the existing Mission, Vision and Values statements, and adopt the FY2019 Goals and Objectives as presented. The motion passed by the following vote:**

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**Yes:    4 -    Board Member Johnson, Board Member Frederickson, Board Member Taylor and Board Member Walker**

**Absent:   1 -    Board Member McLin**

**4.G.3**     [9468-17](#)

**Quarterly Conservation Program Update**

**Presenters:**     James Alarid

Deputy Utility Manager of Engineering, Mr. James Alarid, presented this item. The following is the substance of the item being considered.

Upon approval of the Energy and Water Conservation Plan in March 2015, the Board requested that staff provide quarterly updates on the Conservation Program and on progress towards the goals and actions identified in the plan.

The Board discussed this item and requested clarification where necessary.

**4.H.     Approval of Board Expenses**

There were no expenses.

**4.I. Preview of Upcoming Agenda Items**

In addition to the items already listed in the tickler provided in the agenda packet, the following items were identified for the tickler for upcoming meetings:

1) TBD - Special Meeting to Endorse an Ordinance Allowing for the Transfer of Funds Between Utilities (Jeff Johnson)

**5. PUBLIC HEARING(S)**

There were no public hearings scheduled for this meeting.

**6. CONSENT AGENDA**

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**Ms. Walker moved that the Board of Public Utilities approve the items on the Consent Agenda as presented and that the motions contained in the staff reports be included in the minutes for the record. The motion passed by the following vote:**

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**Yes: 4 - Board Member Johnson, Board Member Frederickson, Board Member Taylor and Board Member Walker**

**Absent: 1 - Board Member McLin**

**6.A [9915-17](#) Approval of Board of Public Utilities Meeting Minutes**

**Presenters:** Board of Public Utilities

**I move that the Board of Public Utilities approve the meeting minutes of August 16th, 2017 as presented.**

**6.B [9867-17](#) Approval of Budget Carryover from FY2017 to FY2018 for Electric Production and Budget Revision 2018-05**

**Presenters:** Bob Westervelt

**I move that the Board of Public Utilities approve an additional budget carryover for Electric Production from FY2017 to FY2018, approve budget revision 2018-05 and forward to Council with a recommendation for approval.**

**6.C [9891-17](#) Award of IFB 18-08 for the Purpose of the Los Alamos Canyon Non-potable Water Line Installation to Gandy Dancer, LLC in the Amount of \$600,350.00, plus Applicable Gross Receipts Tax.**

**Presenters:** James Alarid

**I move that the Board of Public Utilities approve the Award of IFB 18-08 for the Purpose of Los Alamos Canyon Non-potable Water Line Installation to Gandy Dancer, LLC in the Amount of \$600,350.00, and a contingency in the amount of \$75,000.00, for a total of \$675,350.00, plus Applicable Gross Receipts Tax, and forward to Council for approval.**

**6.D [9909-17](#) Approval of Amendment #1 to Task Order No. 1 Under Services**

Agreement No. AGR17-45 with Alpha Southwest, Inc. in the amount of \$12,650.24, for a Revised Task Order Amount of \$73,695.24, plus Applicable Gross Receipts Tax, for the Purpose of Chlorine Generator Equipment Acquisition and Installation for Pajarito Booster 2

**Presenters:** Jack Richardson

I move that the Board of Public Utilities approve Amendment #1 to Task Order No. 1 Under Services Agreement No. AGR17-45 with Alpha Southwest, Inc. in the amount of \$12,650.24, for a Revised Task Order Amount of \$73,695.24, and a contingency of \$5,000.00, for a total of \$78,695.24, plus Applicable Gross Receipts Tax, for the Purpose of Chlorine Generator Equipment Acquisition and Installation for Pajarito Booster 2.

- 6.E     [9913-17](#)     Approval of Task Order No. 2 Under Services Agreement No. AGR17-45 with Alpha Southwest, Inc. in the amount of \$72,195.24, plus Applicable Gross Receipts Tax, for the Purpose of Chlorine Generator Equipment Acquisition and Installation for Otowi Booster Station No. 2

**Presenters:** Jack Richardson

I move that the Board of Public Utilities approve Task Order No. 2 Under Services Agreement No. AGR17-45 with Alpha Southwest, Inc. in the amount of \$72,195.24, and a contingency of \$5,000.00, for a total of \$77,195.24, plus Applicable Gross Receipts Tax, for the Purpose of Chlorine Generator Equipment Acquisition and Installation for Otowi Booster Station No. 2.

## **7. BUSINESS**

There were no business items.

## **8. STATUS REPORTS**

- 8.A     [9916-17](#)     Status Reports

**Presenters:** Board of Public Utilities

The following informational status reports were provided to the Board in the agenda packet:

- 1) Electric Reliability Update
- 2) Accounts Receivables Report
- 3) Safety Report

The following actions were identified for follow-up:

- 1) Mr. Johnson and Mr. Glasco will discuss further the safety reports to be included in the monthly agenda packets.

## **9. PUBLIC COMMENT**

Mr. Johnson opened the floor for public comment on any items. There were no comments.

## **10. ADJOURNMENT**

FINAL - APPROVED

Board of Public Utilities

Minutes

September 20, 2017

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The meeting adjourned at 6:57 p.m.

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APPROVAL

Jeff Johnson

Board of Public Utilities Chair Name

[Signature] 10-18-17

Board of Public Utilities Chair Signature

October 18, 2017

Date Approved by the Board