

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF COLUMBIA BASIN HYDROPOWER**

February 25, 2020

Ephrata, Washington

The regular meeting of the Board of Directors of Columbia Basin Hydropower (CBHP) was called to order by President Alford at 9:30 AM on February 25, 2020. Those in attendance were:

Directors

Duaine Anderson, ECBID
Reid Baker, ECBID
Mike LaPlant, QCBID
Phil Stadelman, QCBID
Ko Weyns, QCBID
Bryan Alford, SCBID
Richard Conrad, SCBID
J.J. Danz, SCBID

Others

Craig Simpson, ECBID
Steve Omlin, QCBID
Roger Sonnichsen, QCBID
Eric Dixon, SCBID
Bernard Erickson, SCBID
Larry Martin, SCBID
John O'Callaghan, SCBID
Sara Millard, USBR
Amy Rodman, USBR

Staff

Darvin Fales, Secretary-Manager
Anna Franz, Attorney
Tim Culbertson, Project Development Manager
Larry Thomas, Asst. Manager/Hydro Supervisor
Jacob Taylor, Treasurer
Robert Stoaks, Electrical Engineer
Derek Wolf, Mechanical Engineer
Betty Craig, Technical Information Administrator
Stacey Bresee, Administrative Services Coord.

CONSIDERATION OF MEETING MINUTES

On motion by Richard Conrad, seconded by Mike LaPlant, which motion passed unanimously, the minutes of the January 28, 2020 meeting were approved subject to inclusion of the cost amounts of Task Order No. 18, approval motion and amended motion:

On motion by J.J. Danz, seconded by Duaine Anderson, to approve all work orders under Task Order No. 18, in the amount of \$379,000 for Banks Lake Pumped Storage Project – Project Marketing and Due Diligence, Geophysical Investigation, Regulatory & Permitting, Modeling – Phase III, and Transmission Routing & Costing.

An amendment to the motion was made by Phil Stadelman, seconded by Duaine Anderson, for Task Order No. 18, Work Order No. 2, in the amount of \$184,000 for Banks Lake Pumped Storage Project – Project Marketing and Due Diligence, Geophysical Investigation, Regulatory & Permitting, Modeling – Phase III, and Transmission Routing & Costing was approved.

ACKNOWLEDGEMENT, REVIEW AND/OR APPROPRIATE CONSIDERATION OF THE FOLLOWING:

Recommendations from the Personnel Committee:

The Personnel Committee met previous to the Board meeting to discuss salary adjustments for non-bargaining unit employees. The result is as follows:

On motion by Duaine Anderson, seconded by Richard Conrad, which motion passed unanimously, the Board approved the updated CBHP organization chart of February 2020. A copy of the organizational chart is hereby incorporated by reference.

On motion by Mike LaPlant, seconded by Richard Conrad, which motion passed unanimously, the Board approved a salary adjustment of 3.0% increase for non-bargaining unit employees effective March 8, 2020 as recommended by the Personnel Committee. A copy of the 2020 Salary Schedule effective March 8, 2020 is hereby incorporated by reference.

Contracts & Agreements:

On motion by Richard Conrad, seconded by Duaine Anderson, which motion passed unanimously, Task Order No. 20, Small Hydro Support (Kleinschmidt) with a not to exceed amount of \$20,000 was approved.

On motion by Mike LaPlant, seconded by Phil Stadelman, which motion passed unanimously, the 2020 Doble Agreement was approved.

Resolutions:

On motion by Phil Stadelmam, seconded by Mike LaPlant, which motion passed unanimously, Resolution No. 2020-03, Resolution of Appreciation for Public Service of CBHP was approved. A copy of said resolution is hereby incorporated by reference.

On motion by Richard Conrad, seconded by Phil Stadelman, which motion passed unanimously, Resolution No. 2020-04, Resolution of CBHP to Declare a Sole Source Supplier and Waive the Bid Requirements for the Purchase of Duresca Insulated Compact Busbar System was approved. A copy of said resolution is hereby incorporated by reference.

Travel Authorizations:

On motion by Richard Conrad, seconded by Reid Baker, which motion passed unanimously, authorization of attendance and payment of reasonable expenses for travel, lodging and meals for the following was approved:

- (1) Washington Public Treasurer Association 2020 Conference, April 7-10, 2020, Chelan, WA, Registration \$300 – J. Taylor

- (2) NWRA 2020 Federal Water Issues Conference, April 20-22, 2020, Washington, DC, Registration \$675 – D. Fales
- (3) NWPPA Excel Class, May 5, 2020, Richland, WA, Registration \$285 – S. Bresee

Fire District #12 Wilson Creek:

Darvin Fales discussed the Knox box issue and recent email from Fire District #12 Wilson Creek regarding a new services contract.

Other:

Darvin Fales updated the Board on the office move status. The lease between CBHP and the Districts regarding the new office building will be reviewed at the March Board meeting.

TREASURER'S REPORT

Jacob Taylor stated to the Board that accountants from Clifton Larson Allen will perform an audit on March 3-6, 2020. Report will be presented to the Board when received.

Financial Reports:

The January 31, 2020 Balance Sheet (unaudited) and the January 31, 2020 All Power Plants Income Statement (unaudited) were included in the Board packets for review.

Approval of Voucher:

The Current Expense Voucher (O&M) was presented at the meeting for consideration. Check numbering is as follows:

Current Expense Voucher (O&M): \$1,391.294.85
Check Numbers: 19036-19125

On motion by Phil Stadelman, seconded by Richard Conrad, which motion passed unanimously, the Current Expense Voucher (O&M) dated January 31, 2020 in the amount of \$1,391.294.85 was approved.

STAFF ACTIVITY REPORT

Larry Thomas presented the Staff Activity Report for period of January 22 to February 10, 2020 that was included in the Board packets for review and comments.

2019 Owner's Dam Safety Program Report was also presented and discussed by Larry Thomas.

PROJECT DEVELOPMENT

Jacob Taylor distributed and reviewed the Monthly Summarized Project Development Expense Reports for January 2020.

Tim Culbertson gave his final status report on project development activities as his retirement date is February 28, 2020.

OTHER BUSINESS

Columbia River Treaty – nothing to report. Next meeting is scheduled for February 27, 2020.

USBR – nothing to report.

Cities – not in attendance.

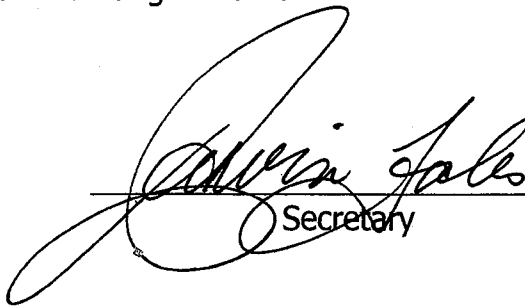
Districts – nothing to report.

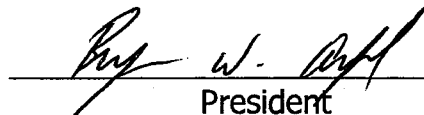
On motion by Mike LaPlant, seconded by Richard Conrad, which motion passed unanimously, authorization of reasonable expenses for travel, lodging and meals for Darvin Fales to attend meetings in Washington DC contingent upon WSWRA and Power Group recommendation was approved.

DATE OF NEXT BOARD MEETING – MARCH 24, 2020

ADJOURNMENT

There being no further business to come before the Board, President Alford adjourned the meeting at 10:43 AM.


Secretary

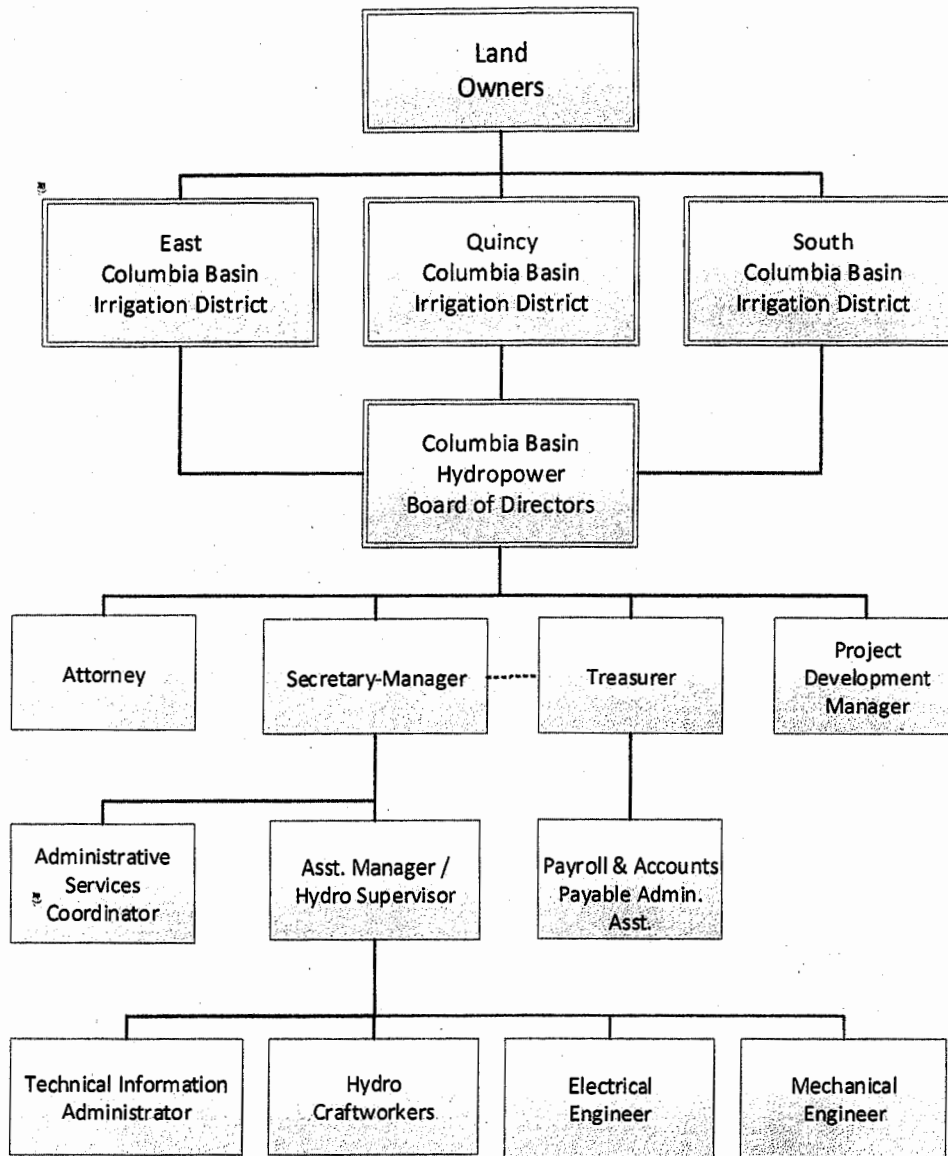

President



Columbia Basin Hydropower

ORGANIZATIONAL CHART

February 2020



"Generation from Irrigation"

CBHP 2020 Annual Salary Scale										
Grade	Step									
	1	2	3	4	5	6	7	8	9	10
1	36,825	38,052	39,279	40,507	41,733	42,959	44,189	45,415	46,642	48,263
2	41,200	42,574	43,947	45,318	46,692	48,065	49,438	50,810	52,184	53,556
3	45,925	47,456	48,987	50,517	52,048	53,578	55,108	56,639	58,169	59,700
4	51,035	52,736	54,439	56,141	57,842	59,544	61,247	62,947	64,650	66,350
5	56,521	58,404	60,288	62,171	64,055	65,937	67,822	69,705	71,589	73,472
6	62,426	64,507	66,587	68,667	70,748	72,828	74,908	76,987	79,068	81,148
7	68,746	71,038	73,330	75,623	77,914	80,207	82,498	84,791	87,082	89,376
8	75,530	78,048	80,564	83,082	85,598	88,116	90,634	93,151	95,667	98,186
9	90,530	93,546	96,566	99,582	102,599	105,617	108,634	111,650	114,670	117,687
10	107,653	111,239	114,828	118,417	122,004	125,593	129,182	132,769	136,357	139,946

Effective March 8, 2020

**RESOLUTION NO. 2020-03
RESOLUTION OF APPRECIATION FOR PUBLIC SERVICE
COLUMBIA BASIN HYDROPOWER (CBHP)**

WHEREAS, Timothy Jack Culbertson was hired by the Grand Coulee Project Hydroelectric Authority (GCPHA) on January 7, 2013 in the position of Secretary-Manager; and

WHEREAS, the Board of Directors and employees of CBHP desire to recognize and honor these seven (7) years of dedicated service by Tim to the water users of the Columbia Basin Project (CBP); and

WHEREAS, Tim has worked closely and competently with the people and organizations associated with CBHP including CBP managers and staff, CBHP Board of Directors, Irrigation District managers and staff, attorneys, U.S. Bureau of Reclamation, Seattle City Light, Tacoma Power, Grant County PUD, and other state and federal agencies; and


WHEREAS, Tim has announced his retirement from CBHP effective February 28, 2020,


NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors, on behalf of CBHP, the East, Quincy and South Columbia Basin Irrigation Districts, and on behalf of the CBHP staff, express their appreciation for Timothy Jack Culbertson's service to CBHP and the Districts, and


BE IT FURTHER RESOLVED, that the Board hereby congratulates Timothy Jack Culbertson on his retirement decision and wish him the best in whatever avenues he pursues.

APPROVED BY THE BOARD of CBHP in open meeting on the 25th day of February, 2020.


BOARD OF DIRECTORS:





DIRECTOR


DIRECTOR


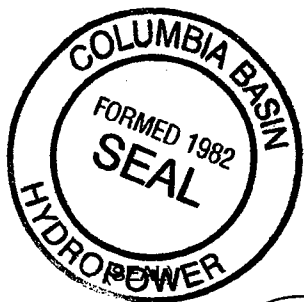
DIRECTOR



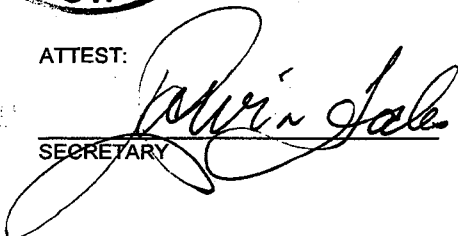
DIRECTOR


DIRECTOR


DIRECTOR



ATTEST:



SECRETARY

RESOLUTION NO. 2020-04

A RESOLUTION OF COLUMBIA BASIN HYDROPOWER (CBHP) TO DECLARE A SOLE SOURCE SUPPLIER AND WAIVE THE BID REQUIREMENTS FOR THE PURCHASE OF DURESCA INSULATED COMPACT BUSBAR SYSTEM

WHEREAS, the Board of Directors of CBHP (the Board) has established a purchasing policy setting forth procedures for acquisition of materials, supplies and equipment; and

WHEREAS, RCW 87.03.435(3)(c) and RCW 39.04.280 provide for establishing the purchase price by direct negotiation if the purchase is clearly limited to services or a single source; and

WHEREAS, the original busbar system installed at the Main Canal Power Project has reached the end of its useful life and is a Duresca Busbar system manufactured by Moser Glaser; and

WHEREAS, the only supplies and materials compatible with existing equipment, and physical limitations in the powerhouse structure, necessary to replace the existing end of life Duresca Busbar system, are manufactured by Moser Glaser; and

WHEREAS, Moser Glaser has authorized PAF Electrical Inc. as the only vendor for the supply of Duresca Busbar system in the regional area of Washington and Oregon; and

WHEREAS, the Board finds that PAF Electrical Inc. is the sole source provider of the above referenced product and believes it is in the best interest of CBHP to authorize the Manager to negotiate price, delivery and terms.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby declares that PAF Electrical Inc. is clearly and legitimately the single source of supply for the Duresca Busbar system to meet the CBHP's need for compatible equipment; and

BE IT FURTHER RESOLVED that competitive bidding requirements are hereby waived, and the Manager is hereby authorized to purchase the Duresca Busbar system from PAF Electrical Inc.

ADOPTED IN OPEN MEETING by the Board on the 25th day of February, 2020.

BOARD OF DIRECTORS

[Signature]
Director

[Signature]
Director

[Signature]
Director

[Signature]
Director

[Signature]
Director

[Signature]
Director

ATTEST:

[Signature]
Secretary

