

MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE COLUMBIA BASIN HYDROPOWER  
EPHRATA, WASHINGTON MARCH 26, 2019

President Alford called the regular meeting of the Columbia Basin Hydropower to order at 9:30 AM.

<u>CBHP Directors</u>	<u>Other CBHP Directors Attending</u>	<u>Others Attending</u>
SCBID – Bryan Alford	SCBID – J.J. Danz (Alt)	Darvin Fales, QCBID
ECBID – Duaine Anderson	QCBID – John Rylaarsdam (Alt)	Robin Cross, SCL
SCBID - Richard Conrad	ECBID - Bernard Erickson (Alt)	Craig Simpson, ECBID
QCBID – Mike LaPlant		Amy Rodman, USBR
QCBID – Phil Stadelman		Dave Solem, SCBID
ECBID – Reid Baker		Sara Millard, USBR
		Hina Arai, SCL
		Marc Maynard, USBR
		<u>Others by telephone</u>
		Norman Semanko, QCBID
<u>Staff</u>		
Tim Culbertson, Secretary-Manager		
Anna Franz, Attorney		
Jacob Taylor, Treasurer		
Judy Runge, Administrative Assistant		
Betty Craig, Technical Information Administrator		
Larry Thomas, Assistant Manager/Hydro Supervisor		
Bob Stoaks, Engineer		
Stacey Bresee, Data Management Technician		
Derek Wolf, Engineer		

### CONSIDERATION OF MEETING MINUTES

Phil Stadelman moved that the minutes of the February 26, 2019 meeting be approved as distributed. Reid Baker seconded the motion. Motion passed.

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

#### Recommendation from the Personnel Committee

The Personnel Committee met on February 26, 2019 to discuss the salary adjustment for non-bargaining unit employees. The result is as follows:

Richard Conrad moved to approve the salary adjustment of 3.0% increase for non-bargaining unit employees effective March 25, 2019. Mike LaPlant seconded the motion. Motion passed. *A copy of the 2019 Salary Schedule effective March 25, 2019 is attached and incorporated by reference.*

#### Travel Authorizations:

Richard Conrad moved to authorize attendance and payment of reasonable expenses for travel, lodging and meals for the following:

- (1) Third Annual Northwest Wholesale Power Markets Conference, May 15, 2019, Portland, OR, Reg. \$275 each – T. Culbertson, L. Thomas, J. Taylor
- (2) HydroVision International, July 23-25, 2019, Portland, OR, Reg. -0- Panelist - B. Stoaks

Mike LaPlant seconded the motion. Motion passed.

Financial Reports

The February 28, 2019 Balance Sheet (unaudited) and 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) - \$374,035.60  
Check Numbers: 17974-18067

On motion by Richard Conrad, seconded by Mike LaPlant, which motion passed unanimously, the Current Expense Voucher (O&M) dated March 26, 2019 in the amount of \$374,035.60 was approved.

STAFF AND OTHER REPORTS

The following written reports, attached and incorporated by reference, were made available for review and comments:

Field O&M Activities (Larry Thomas)

Larry added that on March 25<sup>th</sup> Summer Falls and Main Canal went into operation for the season.

Engineering (Bob Stoaks)

Engineering (Derek Wolf)

Technical Information (Betty Craig)

OTHER POWER BUSINESS

Vehicle Purchase Proposal

Manager Culbertson proposed the purchase of two vehicles under the Washington State Contract that were included in the 2019 budget.

Phil Stadelman moved to purchase a 2019 RAM 1500 Tradesman Quad Cab 4x4 Pickup in the amount of \$27,805.00 plus Washington State sales tax, license and processing fees and a 2019 Chevrolet Silverado 2500 Ext. Cab 4x4 Pickup in the amount of \$34,073.00 plus Washington State sales tax, license and processing fees under the Washington State Vehicle Purchase Contract No. 05916. Duaine Anderson Motion passed.

Project Development

Manager Culbertson provided a detailed report on both the Banks Lake Pumped Storage Project as well as the conduit projects. Manager Culbertson will also be in Washington D.C. next week to visit with northwest delegation members regarding legislation that would preclude the requirement for FERC license for the Banks Lake project.

Jacob Taylor reviewed the monthly summarized project development expense report for February 2019.

After a review of the project development fund projection for period May 1, 2019 - July 31, 2019, Richard Conrad moved to approve \$225,000 (\$75,000 per district) funding request subject to the approval of the three district boards. Mike LaPlant seconded the motion. Motion passed. 215

Columbia River Treaty

Manager Culbertson reported on the last PG meeting where the State Department team provided details on the on-going negotiations with Canada.

USBR - No report

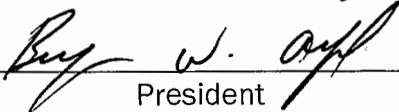
Cities - No report

Districts - No report

DATE OF NEXT BOARD MEETING - APRIL 23, 2019

ADJOURNMENT

There being no further business to come before the Board President Alford adjourned the meeting at 11:00 AM.

  
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President

  
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Secretary

COLUMBIA BASIN HYDROPOWER  
Activity Report

For period February 20, 2019 to March 15, 2019  
Reported by: Larry Thomas Function: Field O&M Activities

All Plants

- . Fire extinguishers received annual inspection.

Russell D. Smith Power Plant

- . Upgrade of the existing control system continued.
- . Specifications were completed for replacement governor and hydraulic system.

P.E.C. 66.0 Power Plant

- . Routine offseason maintenance completed.

E.B.C. 4.6 Power Plant

- . Routine offseason maintenance completed.

Main Canal Power Plant

- . Improving the project communication systems continued.
- . Electrical testing of the generator and protective system trip circuitry was completed.
- . Faulty component of the switchyard circuit switcher was replaced.
- . Asbestos brakes and dust removal for the shop bridge crane was started.
- . March 14, filling the main canal with irrigation water was started.

Summer Falls Power Plant

- . Installation of governor oil heater systems was completed.
- . Faulty transformer sudden pressure relays were replaced.

## Columbia Basin Hydropower

## Activity Report

For Period: February 14, 2019 through March 14, 2019

Reported by: Robert Stoaks P.E.      Function: Engineering

- 1) SCADA/PLC/Relay replacement for all plants: RDS installation has been completed. Proceeding with wire checkouts and commissioning. Coordinating communication with SCL and BoR.
- 2) Main Canal circuit switcher SF6 interrupter indicated low pressure on February 27, ordered new interrupter and installed on March 14.
- 3) Performing study to increase efficiency and output of Main Canal and Summer Falls. Gathering information from vendors on efficiency upgrades and costs. Submitted information to Voith and GE. GE supplied turbine efficiency curves. With the increased flows for Odessa revenue should increase 2.8% at Summer Falls, and with the upgrade revenue is projected to increase another 3.8% at Summer Falls for an overall increase of 6.8%.
- 4) Summer Falls transformer sudden pressure relays failed function test, replacements have been installed.
- 5) Main Canal battery charger failed. Researching replacement options.
- 6) Summer Falls Oil Circuit Breaker control valve kits have been ordered and installed.
- 7) Main Canal: Investigating a misoperation of the transformer differential relay (87T) during a fault on line near the Stratford substation. The zone 2 distance relay operated correctly, clearing the fault. Reported misoperation to WECC. Inspected current transformers for indication of cross coupling and tested the CTs. Cross coupling is the probable cause of the misoperation. 87T passed relay testing.
- 8) Closeout of multiple off-season projects: Calisto installation, 4.6 GSU repair, Spare PT/CT, SF MU Breaker, RDS exciter upgrade, and RDS BU Generator replacement.
- 9) Design of governor oil heaters for Main Canal and Summer Falls. Oil heaters have been delivered and installed.
- 10) Reviewing loadability requirements of PRC-025 to implement at Main Canal and Summer Falls.
- 11) Elected Education Officer for Central Washington chapter of the IEEE.
- 12) I was asked to participate in a discussion about "Training the New O&M Workforce" at the July Hydrovision in Portland.

## Columbia Basin Hydropower

Activities Report for the period of Feb 18<sup>th</sup>, 2019, through Mar 15<sup>th</sup>, 2019.

Derek Wolf, PE Mechanical Engineer

### General:

- Coordinating off-season mechanical maintenance activities at all plants.
- Pre-startup tests and checks being completed at all plants.
- Met with contractors to discuss the scope of work for asbestos abatement on the north plant bridge cranes and gantry crane.

### Main Canal Power Plant:

- Reviewing submittals from Halme Builders for the new storage building. Snow has been cleared from the construction site and laydown area. Rebar and building kit arriving on site March 15. Waiting on the County for the building permit.
- Finished calculating maintenance cost data to begin conversations with the Department of Fish and Wildlife for alternatives to the barrier nets.
- Station service disconnect infrared window installed.
- Asbestos abatement for the shop bridge crane is underway.
- Governor oil heater installed. Final functional tests still pending.
- Faulty circuit switcher replaced in the switchyard.

### Summer Falls Power Plant:

- Station service disconnect infrared windows currently being installed.
- Governor oil heaters installed. Final functional tests still pending.
- Designing modifications to the oil room piping system to allow recirculation of processed oil through the centrifuge as well as a new kidney loop filtration system on the clean oil tank.

### RDS Power Plant:

- Completed the Contract specifications for the governor and hydraulic system upgrade scheduled for next off-season. Currently being reviewed by legal.
- Stilling well upgrades completed at the intake.
- Modifications made to the UG-40 governor faceplate to allow better clearance of internal moving parts.

### EBC 4.6 Power Plant:

- Governor kidney loop system ordered to increase oil cleanliness levels.

## COLUMBIA BASIN HYDROPOWER

## Activity Report

For Period: February 16 through March 16, 2019Reported by: Betty Craig Function: Technical Information Dept.CMMS:

- CASCADE data entry is up to date.

NERC/WECC COMPLIANCE:

- Reviewed NERC & WECC websites for any upcoming deadlines or revisions to existing standards.
- Sent annual email to Avista confirming no changes to MOD-032 data.
- Completed annual self-certification submittal via WebCDMS.
- Completed classroom NERC training and assigned computer courses to new hire operators (Farmer & Hoffman).

NETWORKING & COMPUTERS:

- Routine security, maintenance, and verification of nightly backups.
- Assisted users with miscellaneous hardware and software issues.
- Ordered SCADA computer for R. Stoaks.
- Updated iOS and set up email on iPad.
- Ordered Q1 replacement PC's (3) for Windows 7 EOL.

HYDRO PROJECT DEVELOPMENT:

- Reviewed and assisted with formatting of potential investor prospectus.

RECORDS MANAGEMENT:

- Watched webinar recording for Local Records Grant applications.

OTHER:

- Website updates.
- S. Bresee attended NWPPA Project Planning, Organization, and Execution training.
- Annual EIA-860 and EIA-923A reporting was completed for Dept. of Energy.
- Worked on budgeted vehicle replacement specifications.