

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF THE COLUMBIA BASIN HYDROPOWER
EPHRATA, WASHINGTON SEPTEMBER 18, 2018

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

CBHP Directors

- SCBID – Bryan Alford
- SCBID – Richard Conrad
- QCBID – Phil Stadelman
- QCBID – Mike LaPlant
- ECBID – Duaine Anderson (Alt)
- ECBID – Boe Clausen

Others Attending

- Orman Johnson, ECBID
- Anna Franz, LKFW
- Darvin Fales, QCBID
- Nate Andreini, ECBID
- Amy Rodman, USBR
- Sara Millard, USBR
- Michael Hill, Tacoma Public Utilities

Staff

- Tim Culbertson, Secretary-Manager
- Jacob Taylor, Treasurer
- Larry Thomas, Assistant Manager/Hydro Supervisor
- Robert Stoaks, Engineer
- Derek Wolf, Engineer
- Betty Craig, Technical Information Administrator
- Judy Runge, Administrative Assistant
- Paul Hall, Hydro Mechanic

INTRODUCTION

Manager Culbertson introduced our employee Paul Hall who will be attending the meeting.

RECOMMENDATION FROM THE POWER STEERING COMMITTEE

There were no recommendations.

CONSIDERATION OF MEETING MINUTES

Mike LaPlant moved that the minutes of the August 28, 2018 meeting be approved as distributed. Boe Clausen seconded the motion. Motion passed.

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

Power Production Reports August 2018

Accumulated Kilowatt Hours and Energy and Incentive reports were distributed in Board packets. Total August generation was 95.85% of 2013-2017 average.

Recommendation to Purchase Fabricated Panels – RDS Plant

The following quotes were received for the purchase of five control panels wired per design drawings for the RDS Power Plant.

Company	Lead Time	Total (Exclusive of Sales Tax)
QualiTEQ	6-8 weeks	\$39,090.00
PRAIRIElectric	6-8 weeks	\$41,081.60

Boe Clausen moved to award for purchase of fabricated panels from QualiTEQ in the amount of \$39,090.00 plus Washington State sales tax. Richard Conrad seconded the motion. Motion passed.

Summer Falls and Main Canal Governor Oil Heaters Recommendation

The following quotes were received for the purchase of circulation heaters and controls for Main Canal and Summer Falls power plants.

Company	Lead Time	Total (Exclusive of Sales Tax)
Durex Industries	6-8 weeks	\$32,265.00
KRIN USA	6-8 weeks	\$33,765.00
Donaldson		No quote

Mike LaPlant moved to award for purchase of circulation heaters and controls from Durex Industries in the amount of \$32,265.00 plus Washington State sales tax. Boe Clausen seconded the motion. Motion passed.

TREASURER'S REPORT

Financial Reports

The August 31, 2018 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) - \$1,909,843
Check Numbers: 17421-17516

On motion by Boe Clausen, seconded by Richard Conrad, which motion passed unanimously, the Current Expense Voucher (O&M) dated September 18, 2018 in the amount of \$1,909,843 was approved.

Quincy Chute R&R Fund

Treasurer Taylor updated the Board on the status of the Quincy Chute R&R Fund held by Grant PUD and according to the newly signed Quincy Chute MOA dated August 17, 2018, CBHP is required to formally request Grant PUD to release the Districts' portion (\$766,403.18) of the Quincy Chute R&R Fund that was closed in accordance with the MOA.

Mike LaPlant moved to request Grant PUD release the Districts' portion of the R&R funds in accordance with the MOA dated August 17, 2018 between GPUD and CBHP. Boe Clausen seconded the motion. Motion passed.

STAFF AND OTHER REPORTS

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

Field O&M Activities (Larry Thomas)
Engineering (Bob Stoaks)
Engineering (Derek Wolf)
Technical Information (Betty Craig)

OTHER POWER BUSINESSProject Development

Manager Culbertson informed the Board that a request for proposals (RFP) for small hydro project development was published by CBHP on September 4, 2018.

Manager Culbertson also reported that CBHP's application to FERC for a successive permit was denied.

Project Development Fund Status

Treasurer Taylor reported that the Project Development Fund status for August 2018 was not available and will be available at the October Board meeting.

Columbia River Treaty

USBR – No report

Cities – No report

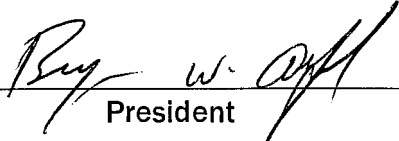
Districts – No report

DATE OF NEXT BOARD MEETING - OCTOBER 23, 2018

A motion was made by Richard Conrad to change the regular Board of Directors meeting date from December 25 to December 18, 2018. Boe Clausen seconded the motion. Motion passed.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned by President Alford at 10:20 AM.



President



Secretary

COLUMBIA BASIN HYDROPOWER
Activity Report

For period August 21, 2018 to September 4, 2018

Reported by: Larry Thomas Function: Field O&M Activities

Russell D. Smith Power Plant

- . Generation ranged from 1.98 MW to 3.4 MW.
- . No outages or abnormal conditions.

P.E.C. 66.0 Power Plant

- . Output ranged from 0.4 MW to 1.3 MW.
- . No outages or abnormal conditions.

E.B.C. 4.6 Power Plant

- . August 27, the plant was shut down at 1413 hours to replace turbine bearing oil. The unit was restarted at 1515 hours.
- . Output ranged from 1.23 MW to 2.1 MW.

Main Canal Power Plant

- . August 21, the plant was shut down at 1005 hours to test protective relay operation in the event of transmission line trouble. The unit was restarted at 1024 hours.
- . Output ranged from 16 MW to 20 MW.

Summer Falls Power Plant

- . Output ranged from 61 to 75 MW.
- . No outages or abnormal conditions.

Columbia Basin Hydropower

Activity Report

For Period: August 21, 2018 through September 6, 2018

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

- 1) 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.
- 2) SCADA/PLC/Relay replacement for all plants: H2E has completed relay and control drawings, and programming. In the process of ordering parts. Requesting quotes for panel fabrication.
- 3) 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.
- 4) Design of emergency diesel transfer switches for Main Canal.
- 5) Design of governor oil heaters for Main Canal and Summer Falls.
- 6) Design of line disconnect for PEC 66.0.
- 7) Performed Battery Capacity test – MC, SF, RDS. One cell at RDS (3 cells per jar, 19 jars per bank) failed during test (half way through test). Replacement battery ordered, expected delivery October 1.
- 8) 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.;
- 9) EBC 4.6 transformer tested for high gasses (Methane, Ethane, and Ethylene), decision to repair tap changer in-house by cleaning connections, drying oil, testing oil using Karl Fisher, and dielectric tests for moisture. Pulled oil samples for analysis after the unit was started.
- 10) Reviewing loadability requirements of PRC-025 to implement at Main Canal and Summer Falls.
- 11) Researching how to heat the governor hydraulic oil to lower the viscosity to less than 54cSt. Contacted experts and vendors.
- 12) Design of wireless controller for bridge crane in Main Canal shop. Reviewing maintenance practices and making recommendations for improvement.

Columbia Basin Hydropower

Activities Report for the period of Aug 20th, 2018, through Sep 7th, 2018.

Derek Wolf, PE Mechanical Engineer

General:

- Coordinating mechanical maintenance activities at all plants.
- Developed a schedule of work for the off-season at all plants.
- Designing doors for station service disconnect windows at SF and MC.
- Attended the pre-bid meeting and site-walk for the QC penstock recoating project at Grant PUD.

Main Canal Power Plant:

- Received final approvals for construction of the storage building from USBR. Due to the time to acquire building permits and structural design/fabrication, construction will need to commence next spring instead of this year.

Summer Falls Power Plant:

- Investigation into leaks in the heat exchanger in mechanical room #2. Repairs scheduled for when the weather cools down.

RDS Power Plant:

- Designing a work platform for pulling cables into the powerhouse for the control system upgrade in the off-season.

EBC 4.6 Power Plant:

- Developing repair procedures for the turbine shaft labyrinth seal for the off-season.

PEC 66.0 Power Plant:

- Investigation into turbine hydraulic brake and wicket gate issues. Repairs scheduled for off-season.

COLUMBIA BASIN HYDROPOWER

Activity Report

For Period: August 20 through September 8, 2018Reported by: Betty Craig Function: Technical Information Dept.CMMS:

- CASCADE data entry is up to date.
- Project to add all PRC-005 related equipment to CASCADE is nearing completion.

NERC/WECC COMPLIANCE:

- Reviewed NERC & WECC websites for any upcoming deadlines or revisions to existing standards.

NETWORKING & COMPUTERS:

- Routine security, maintenance, and verification of nightly backups.
- Assisted users with miscellaneous hardware and software issues.
- Field beta testing of J5 logbook software continues.
- Installed new MFP and computer in conference room.

HYDRO PROJECT DEVELOPMENT:

- Assisted with preparation of CBHP response to PSE RFP for all resources.

RECORDS MANAGEMENT:

- Draft Records Management Policy is in progress.
- Draft Records Management Program Manual is in progress.
- Draft Scan and Toss Policy is in progress.

OTHER:

- Scanned and created .pdf files for CBHP staff.
- Website updates.
- Received and inspected new truck with service body.