

**MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE COLUMBIA BASIN HYDROPOWER  
EPHRATA, WASHINGTON JULY 24, 2018**

President Alford called the regular meeting of the Columbia Basin Hydropower to order at 8:30 AM.

**CBHP Directors**

SCBID – Bryan Alford  
 QCBID – Phil Stadelman  
 QCBID – Mike LaPlant  
 ECBID – Dennis Mickelsen  
 ECBID – Boe Clausen  
 SCBID – J.J. Danz (Alt)

**Other CBHP Directors Attending**

QCBID – John Rylaarsdam (Alt)  
 SCBID – Charles Lyall (Alt)  
 QCBID – Ko Weyns (Alt)  
 ECBID – Duaine Anderson (Alt)

**Others Attending**

Dave Solem, SCBID  
 Darwin Fales, ECBID  
 Craig Simpson, ECBID  
 Maurice Balcom, SCBID  
 Amy Rodman, USBR

**Other by telephone**

Robin Cross, SCL

**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

**EXECUTIVE SESSION**

President Alford called for a 90-minute executive session to discuss potential sale of real estate.

**RECONVENE AND RECESS**

At 10:00 AM President Alford reconvened the meeting and then called for a five minute recess. The regular meeting reconvened at 10:05 AM.

**CONSIDERATION OF MEETING MINUTES**

Mike LaPlant moved that the minutes of the June 26, 2018 meeting be approved as distributed. J.J. Danz seconded the motion. Motion passed.

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

**Power Production Reports June 2018**

Accumulated Kilowatt Hours and Energy and Incentive reports were distributed in Board packets. Total June generation was 94.05% of 2013-2017 average.

**Travel Authorization:**

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

2018 Washington Finance Officers Association, September 18-21, 2018, Vancouver, Washington, Registration \$475.00 – Diane Smith

Boe Clausen seconded the motion. Motion passed.

Russell D. Smith Power Plant

## (1) Battery Replacement

Bob Stoaks reported that a battery failed during capacity testing and the battery bank is near the end of its useful life. Two quotes for bank replacement were received for EnerSys Power Safe 3CC-5M Batteries.

<u>Company</u>	<u>Lead Time</u>	<u>Total*</u>
EnerSys	3 weeks	\$10,680.47
OSI Batteries	4 weeks	\$13,300.00

\*exclusive of sales tax

Phil Stadelman moved to award supply of the replacement battery bank to EnerSys for the amount of \$10,680.47 plus Washington State sales tax. J.J. Danz seconded the motion. Motion passed.

## (2) Task Order No. 2, Change Order No. 2

Task Order No. 2, Change Order No. 2 was presented by Bob Stoaks for H2E engineering consultants. The purpose of this task order is to extend the completion date for the design review due to a scheduling conflict.

Phil Stadelman moved to approve Task Order No. 2, Change Order No. 2, Contract 12356-13-17. Mike LaPlant seconded the motion. Motion passed.

Annual Education Report

Included in the Board packets was the education report for period July 31, 2017 – July 30, 2018 for review.

TREASURER'S REPORTFinancial Reports

The June 30, 2018 Balance Sheet (unaudited), All Power Plants Income Statement (unaudited) and Second Quarter O&M Deposits 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) – \$2,175,938.03  
Check Numbers: 17246-17342

On motion by Boe Clausen, seconded by Mike LaPlant, which motion passed unanimously, the Current Expense Voucher (O&M) dated July 24, 2018 in the amount of \$2,175,938.03 was approved.

Independent Auditors Report – December 31, 2017

Treasurer Taylor stated that the final report prepared by CliftonLarsonAllen has been received. and was distributed to the Cities, Districts and President of CBHP. Copies are available at the CBHP office.

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

The preliminary permit for Banks Lake Pumped Storage Project expires with FERC on July 31, 2018. Mike LaPlant moved to authorize the Secretary-Manager to sign the application for a successive preliminary permit for Banks Lake Pumped Storage Project. Phil Stadelman seconded the motion. Motion passed.

Project Development Fund Status

Treasurer Taylor provided the Board with the Project Development Fund status for the month of June 2018.

Columbia River Treaty

Manager Culbertson reported on the Power Group meeting on July 19 and on his participation at the PNWER Conference being held in Spokane on July 25, 2018.

USBR – Amy Rodman reported that the USBR Ephrata Field Office forwarded to the regional USBR office a request from Kleinschmidt for soil bore sampling at the Banks Lake Pumped Storage site.

Cities – No report

Districts – No report

DATE OF NEXT BOARD MEETING

President Alford announced that the next Board of Directors meeting will be August 28, 2018.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned by President Alford at 10:35 AM.

  
 Vice President



Secretary

COLUMBIA BASIN HYDROPOWER  
Activity Report

For period June 16, 2018 to July 16, 2018  
Reported by: Larry Thomas Function: Field O&M Activities

Russell D. Smith Power Plant

- . Generation ranged from 3.0 MW to 5.5 MW.
- . June 27, the plant tripped offline due to a station battery failure during testing. The unit was restarted June 28 at 1716 hours.
- . June 29, the unit was taken offline at 2346 hours due to governor trouble. The unit was returned to service July 2 at 1105 hours following troubleshooting and adjustment.
- . July 3, the unit was taken offline at 1400 hours due to communications failure. The unit was restarted at 1733 hours after communications were restored.
- . July 9, the unit was taken offline at 2010 hours due to communications failure. The unit was restarted at July 10 at 1112 hours after communications were restored.
- . July 14, the unit was shut down at 2137 hours due to governor trouble. The unit was restarted July 15 at 1044 hours in a manual governor mode.
- . Output ranged from 3.0 MW to 5.5 MW.

P.E.C. 66.0 Power Plant

- . June 27, the plant was taken offline at 1208 hours to facilitate a canal weed treatment. The plant was restarted on June 28 at 1205 hours.
- . July 3, the unit was taken offline at 1020 hours due to communications failure. The unit was restarted at July 4 at 0750 hours after communications were restored.
- . Output ranged from 0.4 MW to 1.5 MW.

E.B.C. 4.6 Power Plant

- . July 3, the unit was taken offline at 1213 hours due to communications failure. The unit was restarted at July 4 at 0906 hours after communications were restored.
- . Output ranged from 2.0 MW to 2.2 MW.

Main Canal Power Plant

- . No outages or abnormal conditions.
- . Output ranged from 22 MW to 25 MW.

Summer Falls Power Plant

- . No outages or abnormal conditions.
- . Output ranged from 82 MW to 94 MW.

## Columbia Basin Hydropower

## Activity Report

For Period: June 15, 2018 through July 16, 2018

Reported by: Robert Stoaks P.E.

Function: Engineering

- 1) SCADA/PLC/Relay replacement for all plants: H2E has submitted relay and control drawings for approval. Working through logic for PLC programming.
- 2) 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.
- 3) Design of emergency diesel transfer switches for Main Canal.
- 4) 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). Due to age and physical condition of other batteries – recommend replacing battery bank.
- 5) Performing study to increase efficiency and output of Main Canal and Summer Falls. Gathering information from vendors on efficiency upgrades and costs.
- 6) 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.
- 7) Reviewing loadability requirements of PRC-025 to implement at Main Canal and Summer Falls.
- 8) Researching how to heat the governor hydraulic oil to lower the viscosity to less than 54cSt. Contacted experts and vendors.
- 9) Design of wireless controller for bridge crane in Main Canal shop.
- 10) Reviewing maintenance practices and making recommendations for improvement.

## Columbia Basin Hydropower

Activities Report for the period of June 18<sup>th</sup>, 2018, through July 13<sup>th</sup>, 2018.

Derek Wolf, PE Mechanical Engineer

### General:

- Coordinating mechanical maintenance activities at all plants.
- Manager/supervisor training in Spokane completed.
- Developing list of maintenance tasks for the off-season at all plants.
- Addressing safety concerns with access to the powerhouses in the case of an emergency event (fire, ambulance, etc.).
- Preparing budget for 2019.
- Provided annual training on Spill Prevention, Control, and Countermeasures (SPCC) to all craft personnel.

### Main Canal Power Plant:

- Continuing coordination with USBR for the new steel storage building. Class III Cultural Resource Survey Report was submitted the Colville Tribe. The tribe has submitted comments and requests changes to the report. Developing the erosion control plan for FERC – all other FERC requirements completed.
- Fire extinguisher improvements being added to each floor.
- Oil leak addressed on draft tube gate hoist bearings.

### Summer Falls Power Plant:

- Sump pump #2 rehab in progress.
- Coordinating a bridge crane evaluation through Eureka Engineering for September.

### RDS Power Plant:

- Pre-incident planning site visit completed with local Fire Chief.
- Researching governor upgrade options.

### PEC 66.0 Power Plant:

- Pre-incident planning site visit completed with local Fire Captain.
- Researching trash rake upgrade options.

## COLUMBIA BASIN HYDROPOWER

## Activity Report

For Period: June 17 through July 14, 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. Awaiting final review with Electrical Engineer.

NERC/WECC COMPLIANCE:

- Reviewed NERC & WECC websites for any upcoming deadlines or revisions to existing standards.
- NERC training has been completed for new hire Mike Stussy.

NETWORKING & COMPUTERS:

- Routine security, maintenance, and verification of nightly backups.
- Assisted users with miscellaneous hardware and software issues.

HYDRO PROJECT DEVELOPMENT:

- Reviewed and E-filed 10<sup>th</sup> 6-Month Progress Report for P-14329.

OTHER:

- Scanned and created .pdf files for CBHP staff.
- Website updates.