

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

January 25, 2022

Ephrata, Washington

The regular meeting of the Board of Directors of Columbia Basin Hydropower (CBHP) was called to order by President Mike LaPlant at 9:30 AM on January 25, 2022. Those in attendance were:

## Directors

Duaine Anderson, ECBID  
Mike LaPlant, QCBID  
Phil Stadelman, QCBID  
Richard Conrad, SCBID  
J.J. Danz, SCBID  
Charles Lyall, SCBID

## Others (all called in)

Kevin Lyle, ECBID  
Norman Semanko, QCBID  
Roger Sonnichsen, QCBID  
Maurice Balcom, SCBID  
Eric Dixon, SCBID  
Larry Martin, SCBID  
John O'Callaghan, SCBID  
Mike Hill, TP  
Betty Craig, CBHP  
Derek Wolf, CBHP

## Staff

Darvin Fales, Secretary-Manager  
Anna Franz, Attorney  
Larry Thomas, Asst. Manager/Hydro Supervisor  
Jacob Taylor, Treasurer  
Robert Stoaks, Electrical Engineer  
Stacey Bresee, Admin. Services Coordinator

## CONSIDERATION OF MEETING MINUTES

On motion by Duaine Anderson, seconded by J.J. Danz, which motion passed unanimously, the minutes of the December 28, 2021, meeting were approved as distributed.

## 2022 CBHP BOARD

### District Appointees to Board:

The respective District appointees to the Columbia Basin Hydropower Board are as follows:

EAST DISTRICT	QUINCY DISTRICT	SOUTH DISTRICT
Duaine Anderson	Mike LaPlant	Richard Conrad
Reid Baker	Phil Stadelman	J.J. Danz
Bernard Erickson (Alt)	John Rylaarsdam (Alt)	Maurice Balcom (Alt)
Kevin Lyle (Alt)	Ko Weyns (Alt)	Charles Lyall (Alt)

### Committee Appointments:

The Power Steering Advisory Committee and the Quincy Chute & P.E.C. Headworks Projects Advisory Committee appointments from the respective Districts, Cities, and Grant County PUD were discussed and confirmed. No approval needed.

Manager Fales requested confirmation of the CBHP Committee appointments. President LaPlant appointed the following members to serve on respective committees for 2022:

#### **BUDGET AND FINANCE:**

East District – Duaine Anderson, Kevin Lyle (Alt), Reid Baker (Alt)  
 Quincy District – Phil Stadelman  
 South District – J.J. Danz, Richard Conrad (Alt), John O’Callaghan (Alt)  
 Tacoma Power – Michael Hill  
 Seattle City Light – Josh Walter  
 CBHP – Darvin Fales, Jacob Taylor, Larry Thomas  
 Attorney – Anna Franz

#### **PERSONNEL:**

East District – Duaine Anderson  
 Quincy District – Mike LaPlant  
 South District – Richard Conrad  
 Tacoma Power – Michael Hill  
 Seattle City Light – Josh Walter  
 CBHP – Darvin Fales

#### **PROJECT DEVELOPMENT:**

East District – Craig Simpson, Don Osborne, Duaine Anderson (Alt)  
 Quincy District – Roger Sonnichsen, John Rylaarsdam  
 South District – John O’Callaghan, Richard Conrad

On motion by Richard Conrad, seconded by Phil Stadelman, which motion passed unanimously, the committee appointments were approved.

### ORGANIZATION OF BOARD

#### Election of Officers:

On motion by Richard Conrad, seconded by Duaine Anderson, which motion passed unanimously, the election of Mike LaPlant for President was approved.

On motion by Phil Stadelman, seconded by Richard Conrad, which motion passed unanimously, the election of Duaine Anderson for Vice-President was approved.

Appointment of Staff:

On motion by Richard Conrad, seconded by Duaine Anderson, which motion passed unanimously, the appointment of Darvin Fales as Secretary-Manager was approved.

On motion by Duaine Anderson, seconded by Phil Stadelman, which motion passed unanimously, the appointment of Jacob Taylor as Treasurer was approved.

On motion by Phil Stadelman, seconded by Duaine Anderson, which motion passed unanimously, the appointment of Anna Franz as Attorney was approved.

Issuance of Oaths of Office:

An Oath of Office will be issued to each appointed Board Member and Officer.

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

Contracts:

On motion by Duaine Anderson, seconded by Richard Conrad, which motion passed unanimously, the 2022 Doble Engineering Service & Equipment Agreement was approved.

On motion by Phil Stadelman, seconded by Richard Conrad, which motion passed unanimously, the H2E Contract 12356-13-17, Task Order No. 7, Change Order No. 2 for technical support for new relays increasing the contract price by \$20,000 was approved.

On motion by Phil Stadelman, seconded by Duaine Anderson, which motion passed unanimously, the H2E Contract 12356-13-17, Task Order No. 11, Change Order No. 3 for Summer Falls relay and SCADA design revising the completion date to February 28, 2022, was approved.

On motion by Phil Stadelman, seconded by Duaine Anderson, which motion passed unanimously, the H2E Contract 12356-13-17, Task Order No. 13 for commissioning of new relays to be completed by May 31, 2022, was approved.

Resolutions:

On motion by Phil Stadelman, seconded by Duaine Anderson, which motion passed unanimously, Resolution 2022-01 of CBHP Adopting 2022 Budget for Project Reserved Works Activities was approved subject to the approval of the three Districts. A copy of said resolution is hereby incorporated by reference.

On motion by Phil Stadelman, seconded by Richard Conrad, which motion passed unanimously, Resolution 2022-02 of CBHP Adopting 2022 Budget for Quincy Chute & P.E.C. Headworks Power Plants was approved subject to the approval of the three Districts. A copy of said resolution is hereby incorporated by reference.

Non-Disclosure Agreement (NDA):

Attorney Franz discussed the necessity of an NDA between CBHP and Avista to obtain documents related to a recent power purchase contract with Chelan PUD. Further discussion tabled until after the executive session.

Travel Authorization:

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

- (1) NWAHA Annual Conference, February 23-25, 2022, Portland, OR,  
Registration \$650 – D. Fales, J. Taylor

Request For Offer (RFO) Update:

Manager Fales reported that he attended all the District meetings this month to discuss recommendations for the RFO and has started the negotiation process.

Vehicle Purchase Update:

Larry Thomas reported that new vehicle contracts have been delayed for purchasing on the state contract website so it may be mid 2022 before vehicle orders can be processed.

SF6 Breakers:

Robert Stoaks reported that bids for budgeted SF6 breakers need to be advertised in order to receive them in time for the off-season work. On motion by Phil Stadelman, seconded by Duaine Anderson, which motion passed unanimously, approval was given to receive bids for SF6 Breaker purchase.

TREASURER'S REPORT

Financial Reports:

The December 31, 2021, Balance Sheet (unaudited) and the December 31, 2021, 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): \$585,163.64  
Check Number: 20090

On motion by Phil Stadelman, seconded by Richard Conrad, which motion passed unanimously, the Current Expense Voucher (O&M) dated January 25, 2022, in the amount of \$585,163.64 was approved.

Fourth Quarter Deposit Report:

Treasurer Taylor reviewed the Fourth Quarter Deposit Report of October-December 2021 that was included in the Board packets.

STAFF ACTIVITY REPORT

Larry Thomas presented the Staff Activity Report for the period of December 20, 2021, to January 18, 2022, that was included in the Board packets for review and comments.

PROJECT DEVELOPMENT

Jacob Taylor reviewed the Monthly Summarized Project Development Expense Report for December 2021 that was distributed in the Board packets.

Manager Fales reported on recent project development activity.

OTHER BUSINESS

Columbia River Treaty – Manager Fales gave a brief update of the January 10 treaty negotiation meeting.

USBR – nobody online to report.

Cities – nothing to report.

Districts – Manager Sonnichsen mentioned that the West Canal may run earlier than scheduled in March.

DATE OF NEXT BOARD MEETING – February 22, 2022

Manager Fales requested a Personnel Committee Meeting to be held before the Board Meeting on February 22, 2022, at 8:30 AM.

EXECUTIVE SESSION


At 10:25 AM President LaPlant called for a 10-minute executive session to begin after a 5-minute break to consider sale of CBHP property and potential litigation.

TABLED BUSINESS – Non Disclosure Agreement

On motion by Richard Conrad, seconded by Phil Stadelman, which motion passed unanimously, the NDA was approved.

ADJOURNMENT

There being no further business to come before the Board, President LaPlant adjourned the meeting at 10:40 AM.

  
Secretary  
President

**RESOLUTION NO. 2022-01  
OF COLUMBIA BASIN HYDROPOWER  
ADOPTING 2022 BUDGET FOR PROJECT RESERVED WORKS ACTIVITIES**

**WHEREAS**, the East, Quincy and South Columbia Basin irrigation districts are jointly responsible for the payment of certain of the costs of operating and maintaining the Project Reserved Works, all as set forth in the Districts' respective Repayment Contracts with the United States of America dated December 18, 1968; and

**WHEREAS**, by Agreement executed by the said Districts and Columbia Basin Hydropower (CBHP), the said Districts transferred to CBHP the responsibility of performing certain functions of the Districts related to the operation and maintenance of the Project Reserved Works; and

**WHEREAS**, it is advisable for CBHP to adopt a budget setting forth the estimated costs pertaining to the functions of the Project Reserved Works to be performed by CBHP on behalf of the East, South and Quincy-Columbia Basin irrigation districts for presentation to the said Districts for their review and approval;

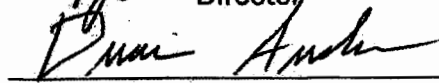
**NOW, THEREFORE, BE IT HEREBY RESOLVED** as follows:


That the proposed 2022 budget estimates for the Project Reserved Works Activities be performed by CBHP as set forth in the attached proposed budget, which is hereby incorporated by reference, is hereby adopted subject to the approval of the Board of Directors of the East, Quincy and South Columbia Basin irrigation districts.

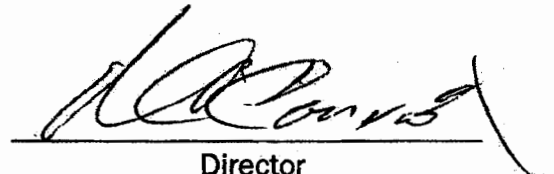
**ADOPTED** this 25<sup>th</sup> day of January, 2022.

**BOARD OF DIRECTORS:**

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Director

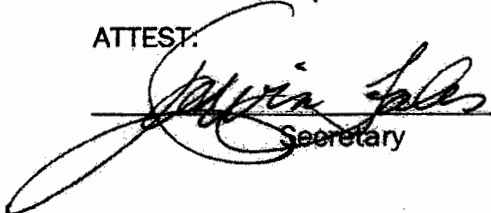
  
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Director

  
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Director

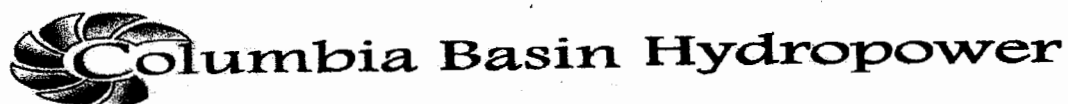
  
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Director

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Director

**ATTEST:**

  
\_\_\_\_\_  
Secretary





## Reserved Works

### 2022 Budget

EXPENSES BUDGETED THROUGH:	December 31, 2022
<i>Staff time and payroll costs</i>	\$ 60,000
<i>Travel</i>	\$ 2,250
<i>Conference Registration and Membership Fees</i>	\$ 10,000
<i>Audit Costs</i>	\$ 3,500
<i>Legal</i>	\$ 24,000
<i>Miscellaneous Expenses</i>	\$ 250
<b>TOTAL 2022 BUDGET RESERVED WORKS</b>	<b>\$ 100,000</b>

2022 BUDGET Budget Allocation Breakdown		
District	Reserve Works Rate	Amount
<i>East District</i>	0.30351	\$ 30,351
<i>Quincy District</i>	0.40569	\$ 40,569
<i>South District</i>	0.29080	\$ 29,080

Prior Year Expenses		
2017	\$	15,153.25
2018	\$	23,798.55
2019	\$	21,105.00
2020	\$	13,306.00
2021	\$	12,500-Est.

RESOLUTION NO. 2022-02  
OF COLUMBIA BASIN HYDROPOWER  
ADOPTING 2022 BUDGET FOR QUINCY CHUTE  
AND P.E.C. HEADWORKS POWER PLANTS

WHEREAS, the Quincy Chute and P.E.C. Headworks Power Plants are owned by the East, Quincy and South Columbia Basin irrigation districts; and

WHEREAS, by Agreement dated the 10th day of December, 1987, the said three Districts transferred to Columbia Basin Hydropower (CBHP) the responsibility of administering certain functions of the Districts with respect to their ownership of the said plants; and

WHEREAS, it is necessary for CBHP to adopt a budget representing the costs pertaining to administering said power plants incurred by CBHP during the year 2022 for presentation to the East, Quincy and South Columbia Basin irrigation districts for their review and approval;

NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:


That the proposed 2022 Budget for the Quincy Chute and P.E.C. Headworks Power Plants as set forth on the attached sheet entitled "CBHP 2022 Budget for Quincy Chute and P.E.C. Headworks Power Plants", which is hereby incorporated by reference as if fully set forth herein, is hereby adopted, subject to the approval of the East, Quincy and South Columbia Basin irrigation districts.

ADOPTED this 25<sup>th</sup> day of January, 2022.

BOARD OF DIRECTORS:

  
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Director

  
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Director

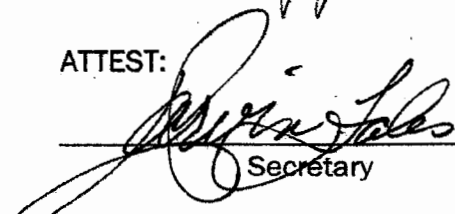
  
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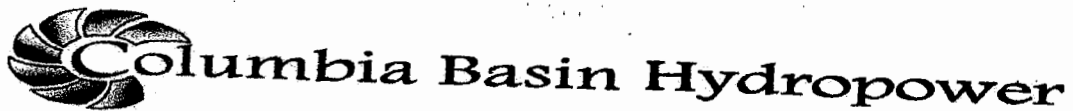
  
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Director

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Director

ATTEST:

  
\_\_\_\_\_  
Secretary





**Quincy Chute/  
P.E.C. Headworks 2022 Budget**

EXPENSES BUDGETED THROUGH: December 31, 2022

<b>QUINCY CHUTE 2022 BUDGET</b>		
<i>Staff Time and Payroll Costs</i>	\$	8,525
<i>Travel</i>	\$	300
<i>Legal</i>	\$	1,000
<i>Miscellaneous Expenses</i>	\$	50
<b>TOTAL 2022 BUDGET QUINCY CHUTE</b>	<b>\$</b>	<b>9,875</b>

<b>P.E.C. HEADWORKS 2022 BUDGET</b>		
<i>Staff Time and Payroll Costs</i>	\$	4,500
<i>Travel</i>	\$	125
<i>Legal</i>	\$	450
<i>Miscellaneous Expenses</i>	\$	50
<b>TOTAL 2020 BUDGET PEC HEADWORKS</b>	<b>\$</b>	<b>5,125</b>

<b>TOTAL 2022 BUDGET QUINCY CHUTE &amp; P.E.C. HEADWORKS</b>	<b>\$</b>	<b>15,000</b>
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<b>2022 P.E.C. Budget Allocation Breakdown</b>		
<b>District</b>	<b>Reserve Works Rate</b>	<b>Amount</b>
<i>East District</i>	0.30351	\$ 4,553
<i>Quincy District</i>	0.40569	\$ 6,085
<i>South District</i>	0.29080	\$ 4,362

<b>Prior Year Expenses</b>		
2017	\$	15,153.25
2018	\$	21,075.00
2019	\$	8,877.50
2020	\$	3,937.00
2021	\$	4,000-Est.

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

February 22, 2022

Ephrata, Washington

The regular meeting of the Board of Directors of Columbia Basin Hydropower (CBHP) was called to order by President Mike LaPlant at 9:40 AM on February 22, 2022. Those in attendance were:

Directors

Duaine Anderson, ECBID  
Mike LaPlant, QCBID  
Phil Stadelman, QCBID  
Richard Conrad, SCBID  
J.J. Danz, SCBID

Others (all called in)

Craig Simpson, ECBID  
Norman Semanko, QCBID  
Roger Sonnichsen, QCBID  
Charles Lyall, SCBID  
Larry Martin, SCBID  
John O'Callaghan, SCBID  
Mike Hill, TP  
Betty Craig, CBHP  
Derek Wolf, CBHP  
Marci Clements, public

Staff

Darvin Fales, Secretary-Manager  
Anna Franz, Attorney  
Larry Thomas, Asst. Manager/Hydro Supervisor  
Jacob Taylor, Treasurer  
Robert Stoaks, Electrical Engineer  
Stacey Bresee, Admin. Services Coordinator

CONSIDERATION OF MEETING MINUTES

On motion by Duaine Anderson, seconded by Phil Stadelman, which motion passed unanimously, the minutes of the January 25, 2022, meeting were approved as distributed.

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

Personnel Committee Recommendations:

On motion by Richard Conrad, seconded by Duaine Anderson, which motion passed unanimously, the Board approved a salary adjustment of 7.0% increase for non-bargaining unit employees effective March 6, 2022 as recommended by the Personnel Committee. A copy of the 2022 Salary Schedule effective March 6, 2022 is hereby incorporated by reference.

Contracts:

On motion by Phil Stadelman, seconded by J.J. Danz, which motion passed unanimously, the Board approved entering into agreement with Otis Elevator using the small works roster process to select a service contractor for the Summer Falls elevator maintenance.

Resolutions:

On motion by Richard Conrad, seconded by Phil Stadelman, which motion passed unanimously, Resolution 2022-03 of CBHP Declaring Material Surplus to the Needs of CBHP was approved. A copy of said resolution is hereby incorporated by reference.

On motion by Richard Conrad, seconded by Duaine Anderson, which motion passed unanimously, Resolution 2022-04 of CBHP to Declare A Sole Source Supplier and Waive the Bid Requirements for the Purchase of General Electric Instrument Transformers was approved. A copy of said resolution is hereby incorporated by reference.

On motion by Richard Conrad, seconded by Duaine Anderson, which motion passed unanimously, Resolution 2022-05 of CBHP to Declare A Sole Source Supplier and Waive the Bid Requirements for the Purchase of General Electric Cimplicity Software was approved. A copy of said resolution is hereby incorporated by reference.

Travel Authorization:

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

- (1) WA Public Treasurers Association 2022 Conference, April 12-15, 2022, Chelan, WA, Registration \$375 – J. Taylor
- (2) Hydrovision International 2022 Conference, July 12-14, 2022, Denver, CO, Registration TBD – D. Fales

Power Purchase Contract Negotiations Update:

Manager Fales called for Executive Session to further discuss negotiations.

Other – Tour of Summer Falls:

Manager Fales stated that Larry Thomas will organize this afternoon's tour at the Summer Falls power plant following the Board meeting.

TREASURER'S REPORTFinancial Reports:

The January 31, 2022, Balance Sheet (unaudited) and the January 31, 2022, 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): \$633,791.33  
Check Number: 20091

On motion by Richard Conrad, seconded by Duaine Anderson, which motion passed unanimously, the Current Expense Voucher (O&M) dated February 22, 2022, in the amount of \$633,791.33 was approved.

#### STAFF ACTIVITY REPORT

Larry Thomas presented the Staff Activity Report for the period of January 19, 2022, to February 14, 2022, that was included in the Board packets for review and comments.

#### 2021 OWNER'S DAM SAFETY PROGRAM REPORT

Larry Thomas presented the 2021 Owner's Dam Safety Program Report that was included in the Board packets for review and comments.

#### PROJECT DEVELOPMENT

Treasurer Taylor reviewed the Monthly Summarized Project Development Expense Report for January 2022 that was distributed in the Board packets.

Manager Fales discussed the request of a CBHP letter of support from Littoral Power Systems regarding a grant proposal. There was no objection by the Board for the letter of support.

#### OTHER BUSINESS

Columbia River Treaty – Manager Fales gave a brief update of the last CRT meeting.

USBR – nobody in attendance.

Cities – nothing to report.

Districts – nothing to report.

DATE OF NEXT BOARD MEETING – March 22, 2022

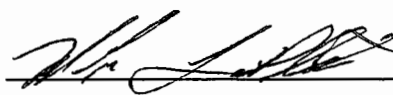
#### EXECUTIVE SESSION

At 10:45 AM President LaPlant called for a 60-minute executive session to begin after a 5-minute break to consider sale of CBHP property and potential litigation.

#### ADJOURNMENT

There being no further business to come before the Board, President LaPlant adjourned the meeting at 11:55 AM.

  
Secretary

  
President

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the following scrap metal has salvage value less than \$10,000.00 and the Secretary-Manager of CHBP is authorized to sell the material at the best negotiated price and transfer ownership of the material upon receipt of payment.

**RESOLUTION NO. 2022-04**  
**OF COLUMBIA BASIN HYDROPOWER (CBHP) TO DECLARE**  
**A SOLE SOURCE SUPPLIER AND WAIVE THE BID REQUIREMENTS FOR THE**  
**PURCHASE OF GENERAL ELECTRIC INSTRUMENT TRANSFORMERS**

**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 General Electric 115 kV Potential and Current Instrument Transformers are the only instrument transformers compatible with existing instrument transformers, switchyard support structures, bus, and spare parts; and

**WHEREAS**, General Electric is the Original Equipment Manufacturer and the only authorized vendor as the sole source; and


**WHEREAS**, the Board finds that General Electric 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 of Directors of Columbia Basin Hydropower hereby declares that General Electric is clearly and legitimately the single source of supply for the Instrument Transformers to meet the Columbia Basin Hydropower'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 Instrument Transformers from General Electric.

**ADOPTED IN OPEN MEETING** by the Board on the 22<sup>nd</sup> day of February, 2022.

**BOARD OF DIRECTORS**

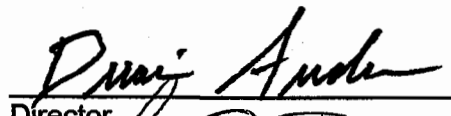
  
 Director

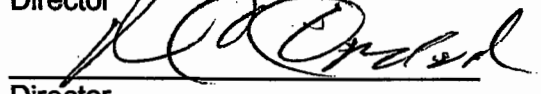
  
 Director

  
 Director

ATTEST:

  
 Secretary

  
 Director

  
 Director

Director



**RESOLUTION NO. 2022-05**  
**OF COLUMBIA BASIN HYDROPOWER (CBHP) TO DECLARE**  
**A SOLE SOURCE SUPPLIER AND WAIVE THE BID REQUIREMENTS FOR THE**  
**PURCHASE OF GENERAL ELECTRIC CIMPLICITY SOFTWARE**

**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 proprietary General Electric Cimplicity software is the only software compatible with the Plant Programmable Logic Controllers (PLC) and Supervisory Control and Data Acquisition (SCADA) system; and

**WHEREAS**, General Electric has authorized the only vendor for the regional area of Washington and Oregon for the Cimplicity software is CBPacific as the sole source; and

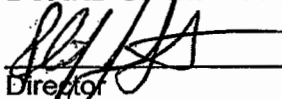
**WHEREAS**, the Board finds that CBPacific is the sole source provider of the above referenced product and believes it is in the best interest of CBHP to authorize the Manager to negotiate price, delivery and terms.


**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of Columbia Basin Hydropower hereby declares that CBPacific is clearly and legitimately the single source of supply for the Cimplicity Software to meet the Columbia Basin Hydropower'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 Cimplicity Software from CB Pacific.

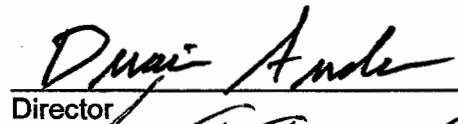
**ADOPTED IN OPEN MEETING** by the Board on the 22<sup>nd</sup> day of February, 2022.

**BOARD OF DIRECTORS**

  
 Director

  
 Director


  
 Director

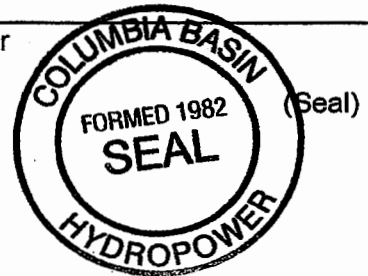
  
 Director

  
 Director

  
 Director

ATTEST:

  
 Secretary



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

March 22, 2022

Ephrata, Washington

The regular meeting of the Board of Directors of Columbia Basin Hydropower (CBHP) was called to order by President Mike LaPlant at 9:35 AM on March 22, 2022. Those in attendance were:

Directors

Duaine Anderson, ECBID  
Don Osborne, ECBID  
Mike LaPlant, QCBID  
Phil Stadelman, QCBID  
Richard Conrad, SCBID  
J.J. Danz, SCBID

Others (present)

Craig Simpson, ECBID  
Norman Semanko, QCBID  
Charles Lyall, SCBID  
Larry Martin, SCBID  
John O'Callaghan, SCBID

Staff

Darvin Fales, Secretary-Manager  
Anna Franz, Attorney  
Larry Thomas, Asst. Manager/Hydro Supervisor  
Jacob Taylor, Treasurer  
Robert Stoaks, Electrical Engineer  
Stacey Bresee, Admin. Services Coordinator

Others (called in)

Kevin Lyle, ECBID  
Roger Sonnichsen, QCBID  
Maurice Balcom, SCBID  
Eric Dixon, SCBID  
Mike Hill, TP  
Betty Craig, CBHP  
Derek Wolf, CBHP

CONSIDERATION OF MEETING MINUTES

On motion by J.J. Danz, seconded by Richard Conrad, which motion passed unanimously, the minutes of the February 22, 2022, meeting were approved as distributed.

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

Power Steering Committee Recommendations:

On motion by Don Osborne, seconded by Phil Stadelman, which motion passed unanimously, the Board approved the recommendation by the Power Steering Committee to purchase the SF6 115kV breakers from General Pacific Siemens.

Property Insurance Renewal

On motion by Richard Conrad, seconded by Duaine Anderson, which motion passed unanimously, the Board authorized Manager Fales to bind property for CBHP on April 23, 2022.

Power Purchase Contract Negotiations Update:

Manager Fales will further discuss negotiation details in Executive Session.

Travel Authorization:

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

- (1) NWRA Federal Water Issues Conference, May 9-12, 2022, Washington, DC, Registration \$650 – D. Fales

TREASURER'S REPORTFinancial Reports:

The February 28, 2022, Balance Sheet (unaudited) and the February 28, 2022, 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): \$384,178.04  
Check Number: 20092

On motion by Phil Stadelman, seconded by Duaine Anderson, which motion passed unanimously, the Current Expense Voucher (O&M) dated March 22, 2022, in the amount of \$384,178.04 was approved.

STAFF ACTIVITY REPORT

Larry Thomas presented the Staff Activity Report for the period of February 15, 2022, to March 14, 2022, that was included in the Board packets for review and comments.

PROJECT DEVELOPMENT

Treasurer Taylor reviewed the Monthly Summarized Project Development Expense Report for February 2022 that was distributed in the Board packets.

Manager Fales discussed a new potential investor and will discuss further details in Executive Session.

OTHER BUSINESS

Columbia River Treaty – Manager Fales gave a brief update of the last CRT Power Group meeting.

USBR – nobody in attendance.

Cities – nothing to report.

Districts – Manager Sonnichsen mentioned the QCBID canal washout and stated that it will delay GCPUD request to startup Quincy Chute plant by a week. Manager Simpson and O'Callaghan stated they are ready for startup.


DATE OF NEXT BOARD MEETING – April 26, 2022

EXECUTIVE SESSION

At 10:15 AM President LaPlant called for a 35-minute executive session to begin after a 5-minute break to consider sale of CBHP property, power purchase agreement negotiations, and potential litigation.

ADJOURNMENT

There being no further business to come before the Board, President LaPlant adjourned the meeting at 10:55 AM.

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
President

Districts – Manager Sonnichsen mentioned the QCBID canal washout and stated that it will delay GCPUD request to startup Quincy Chute plant by a week. Manager Simpson and O'Callaghan stated they are ready for startup.

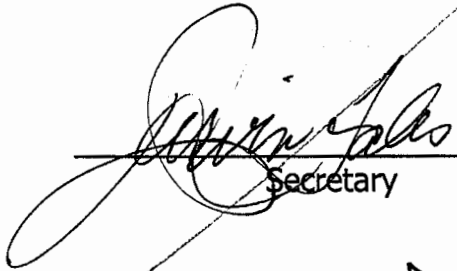
DATE OF NEXT BOARD MEETING – April 26, 2022

EXECUTIVE SESSION

At 10:15 AM President LaPlant called for a 35-minute executive session to begin after a 5-minute break to consider sale of CBHP property, power purchase agreement negotiations, and potential litigation.

ADJOURNMENT

There being no further business to come before the Board, President LaPlant adjourned the meeting at 10:55 AM.

  
Secretary

  
President

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

April 26, 2022

Ephrata, Washington

The regular meeting of the Board of Directors of Columbia Basin Hydropower (CBHP) was called to order by President Mike LaPlant at 9:30 AM on April 26, 2022. Those in attendance were:

Directors

Duaine Anderson, ECBID  
Don Osborne, ECBID  
Mike LaPlant, QCBID  
Phil Stadelman, QCBID  
Richard Conrad, SCBID  
Charles Lyall, SCBID

Others (present)

Craig Simpson, ECBID  
Norman Semanko, QCBID  
Roger Sonnichsen, QCBID  
John O'Callaghan, SCBID  
Ron Snyder, PayneWest

Staff

Darvin Fales, Secretary-Manager  
Anna Franz, Attorney  
Larry Thomas, Asst. Manager/Hydro Supervisor  
Jacob Taylor, Treasurer  
Robert Stoaks, Electrical Engineer  
Stacey Bresee, Admin. Services Coordinator

Others (called in)

Kevin Lyle, ECBID  
J.J. Danz, SCBID  
Eric Dixon, SCBID  
Larry Martin, SCBID  
Mike Hill, TP  
Sara Millard, USBR  
Betty Craig, CBHP  
Derek Wolf, CBHP

CONSIDERATION OF MEETING MINUTES

On motion by Richard Conrad, seconded by Don Osborne, which motion passed unanimously, the minutes of the March 22, 2022, meeting were approved as distributed.

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

Power Production Reports – March 2022:

Generation Summary, Accumulated Kilowatt Hours, and Energy & Incentive reports were distributed. Total March generation was 132% of 2017-2021 average.

Property Insurance Renewal:

Manager Fales introduced Ron Snyder from PayneWest to discuss and answer any question regarding the insurance policy.

Power Purchase Contract Negotiations Update:

Manager Fales will further discuss negotiation details in Executive Session.

Contracts:

Contract 12356-08-14 B Task Order No. 22 with Kleinschmidt consideration was moved until after further discussion during Executive Session.

Extra Ordinary Budget Items – Invitations to Bid:

Assistant Manager Thomas discussed two advertised bids for budget materials to prepare for off-season projects at the Summer Falls Power Plant and the Russell D. Smith Power Plant.

TREASURER'S REPORTFinancial Reports:

The March 31, 2022, Balance Sheet (unaudited) and the March 31, 2022, All Power Plants Income Statement (unaudited) were included in the Board packets for review.

Approval of Voucher:

On motion by Phil Stadelman, seconded by Richard Conrad, which motion passed unanimously, the Current Expense Voucher (O&M) dated April 26, 2022, in the amount of \$489,548.12 was approved.

STAFF ACTIVITY REPORT

Larry Thomas presented the Staff Activity Report for the period of March 15 to April 18, 2022, that was included in the Board packets for review and comments.

PROJECT DEVELOPMENT

Treasurer Taylor reviewed the Monthly Summarized Project Development Expense Report for March 2022 that was distributed in the Board packets.

OTHER BUSINESS

Columbia River Treaty – Manager Fales gave a brief update of recent CRT Power Group activity.

USBR – nothing to report.

Cities – nothing to report.

Districts – Manager Sonnichsen stated that Quincy Chute started up on April 4<sup>th</sup>. Manager Simpson reported that the ECBID website migration would be completed this week. Manager Fales stated that the CBHP website is under review as well.

DATE OF NEXT BOARD MEETING – May 24, 2022

EXECUTIVE SESSION

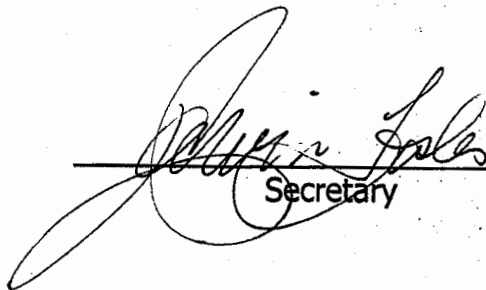
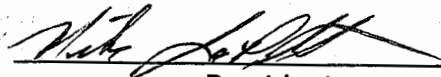
At 10:15 AM President LaPlant called for a 80-minute executive session to begin after a 5-minute break to consider sale of CBHP property, power purchase agreement negotiations, and potential litigation.

OTHER - CONTRACT:

On motion by Duaine Anderson, seconded by Charles Lyall, the Contract 12356-08-14 B Task Order No. 22 with Kleinschmidt for marketing and transmission support was approved with Richard Conrad and Phil Stadelman were opposing.

ADJOURNMENT

There being no further business to come before the Board, President LaPlant adjourned the meeting at 11:42 AM.

  
Secretary  
President

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

May 24, 2022

Ephrata, Washington

The regular meeting of the Board of Directors of Columbia Basin Hydropower (CBHP) was called to order by President Mike LaPlant at 9:30 AM on May 24, 2022. Those in attendance were:

Directors

Kevin Lyle, ECBID  
Don Osborne, ECBID  
Mike LaPlant, QCBID  
Phil Stadelman, QCBID  
Richard Conrad, SCBID  
J.J. Danz, SCBID

Others (present)

Craig Simpson, ECBID  
Norman Semanko, QCBID  
Roger Sonnichsen, QCBID  
Charles Lyall, SCBID  
John O'Callaghan, SCBID

Staff

Darvin Fales, Secretary-Manager  
Anna Franz, Attorney  
Larry Thomas, Asst. Manager/Hydro Supervisor  
Jacob Taylor, Treasurer  
Robert Stoaks, Electrical Engineer  
Derek Wolf, Mechanical Engineer  
Stacey Bresee, Admin. Services Coordinator

Others (called in)

Maurice Balcom, SCBID  
Eric Dixon, SCBID  
Larry Martin, SCBID  
Mike Hill, TP  
Todd Knittle, USBR  
Amy Rodman, USBR  
Betty Craig, CBHP  
Potential Investors (3)

CONSIDERATION OF MEETING MINUTES

On motion by Don Osborne, seconded by J.J. Danz, which motion passed unanimously, the minutes of the April 26, 2022, meeting were approved as distributed.

RECOGNIZE VISITORS AND PUBLIC COMMENT PERIOD

Manager Fales introduced potential project purchaser visitors to the Board.

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

Power Production Reports – April 2022:

Generation Summary, Accumulated Kilowatt Hours, and Energy & Incentive reports were distributed. Total April generation was 130% of 2017-2021 average.

Contracts:

On motion by Phil Stadelman, seconded by Don Osborne, the Small Works Roster Contract Proposal Summary for the Summer Falls Power Plant Fire Detection System upgrade by Fire Protection Specialists, LLC was approved.

On motion by Don Osborne, seconded by Phil Stadelman, the Contract 1-12-22, Russell D. Smith, Motor Control Center with an Auto-Transfer Switch was approved to be awarded to Platt for an amount of \$148,591.00.

On motion by Richard Conrad, seconded by J.J. Danz, the Contract 6-11-22, Summer Falls, Steel Replacement Poles and Crossarms bid that was extended to June 2, 2022, and authorization was delegated to Manager Fales for award to low bidder not to exceed \$160,000.00.

Travel Authorization:

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

- 1) Oregon Water Resources Congress (OWRC) – Tri-State Tour & Meeting, June 9-10, 2022, Bend, OR, Cost is \$0 – D. Fales
- 2) 2022 IEEE Power & Energy Society General Meeting, July 17-21, 2022, Denver, CO, Registration is \$665 – R. Stoaks
- 3) Dynamic Modeling of Advanced Pumped-Storage Hydropower (A-PSH) at the IEEE General Meeting, July 17, 2022, Denver, CO, from 1-5 PM, Registration is \$195 – R. Stoaks

Power Purchase Contract Negotiations Update:

Manager Fales will further discuss negotiation details in Executive Session.

Other:

After some discussion, the Board decided to continue offering virtual meeting availability to the in-person meetings as of June 1, 2022.

TREASURER'S REPORT

Financial Reports:

The April 30, 2022, Balance Sheet (unaudited) and the April 30, 2022, All Power Plants Income Statement (unaudited) were included in the Board packets for review.

Approval of Voucher:

On motion by Richard Conrad, seconded by Phil Stadelman, which motion passed unanimously, the Current Expense Voucher (O&M) dated May 24, 2022, in the amount of \$530,478.43 was approved.

STAFF ACTIVITY REPORT

Larry Thomas presented the Staff Activity Report for the period of April 19 to May 16, 2022, that was included in the Board packets for review and comments.

PROJECT DEVELOPMENT

Treasurer Taylor reviewed the Monthly Summarized Project Development Expense Report for April 2022 that was distributed in the Board packets.

OTHER BUSINESS

Columbia River Treaty – Manager Fales gave a brief update of recent CRT Power Group activity and meetings in Washington D.C.

USBR – nothing to report.

Cities – nothing to report. Mike Hill of Tacoma Power stated that he would follow-up with Josh Walter of Seattle City Light regarding questions Treasurer Taylor had about the 2020 true-up.

Districts – nothing to report.

DATE OF NEXT BOARD MEETING – June 28, 2022

EXECUTIVE SESSION

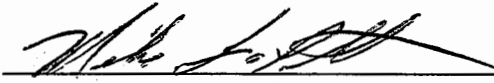
At 10:17 AM President LaPlant called for a 15-minute executive session to begin after a 3-minute break to consider sale of CBHP property.

OTHER BUSINESS

A potential project purchaser made a presentation to the Board.

ADJOURNMENT

There being no further business to come before the Board, President LaPlant adjourned the meeting at 11:20 AM.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

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

June 28, 2022

Ephrata, Washington

The regular meeting of the Board of Directors of Columbia Basin Hydropower (CBHP) was called to order by President Mike LaPlant at 9:50 AM on June 28, 2022. Those in attendance were:

Directors

Duaine Anderson, ECBID  
Don Osborne, ECBID  
Mike LaPlant, QCBID  
Phil Stadelman, QCBID  
Richard Conrad, SCBID  
J.J. Danz, SCBID

Others (present)

Norman Semanko, QCBID  
Roger Sonnichsen, QCBID  
Maurice Balcom, SCBID  
Larry Martin, SCBID  
John O'Callaghan, SCBID  
Wiley Thompson, Visitor

Staff

Darvin Fales, Secretary-Manager  
Anna Franz, Attorney  
Larry Thomas, Asst. Manager/Hydro Supervisor  
Jacob Taylor, Treasurer  
Robert Stoaks, Electrical Engineer  
Derek Wolf, Mechanical Engineer  
Stacey Bresee, Admin. Services Coordinator  
Diane Smith, Accts. Payable Admin. Asst.

Others (called in)

Craig Simpson, ECBID  
John Rylaarsdam, QCBID  
Charles Lyall, SCBID  
Eric Dixon, SCBID  
Mike Hill, TP  
Ben Miller, USBR  
Betty Craig, CBHP

CONSIDERATION OF MEETING MINUTES

On motion by Richard Conrad, seconded by Don Osborne, which motion passed unanimously, the minutes of the May 24, 2022, meeting were approved as distributed.

RECOGNIZE VISITORS AND PUBLIC COMMENT PERIOD

J.J. Danz introduced his long-time friend Wiley Thompson to the Board.

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

Power Production Reports – May 2022:

Generation Summary, Accumulated Kilowatt Hours, and Energy & Incentive reports were distributed. Total May generation was 112% of 2017-2021 average.

Treasurer Taylor reported that AARUC 2020 has been finished.

Contracts:

On motion by Phil Stadelman, seconded by J.J. Danz, the Contract 5-28-21, Task Order No. 2, HDR – Seventh Part 12D Supplement to Independent Consultant's Safety Inspection of the Main Canal Headworks Project was approved.

On motion by Phil Stadelman, seconded by Richard Conrad, the Contract 6-11-22, Task Order No. 22, Change Order No. 1, Kleinschmidt, Banks Lake Pumped Storage Project – 2022 Project Marketing and Due Diligence Support was approved.

Resolution:

On motion by J.J. Danz, seconded by Richard Conrad, Resolution 2022-06 Adopting A Travel Policy was approved. A copy of said resolution is hereby incorporated by reference.

Travel Authorization:

On motion by Duaine Anderson, seconded by Don Osborne, which motion passed unanimously, authorization of attendance and payment of reasonable expenses for travel, lodging and meals for the following was approved:

- 1) NWRA 2022 Western Water Seminar, July 25-27, 2022, Fairmont, MT, Cost is \$650 – D. Fales
- 2) Doble Client Committee Meetings & Conference, October 3-6, 2022, Indianapolis, IN, No Cost – R. Stoaks
- 3) Clean Currents 2022 Conference, October 18-20, 2022, Sacramento, CA, Cost is \$1095 – D. Fales, L. Thomas

On motion by Richard Conrad, seconded by Phil Stadelman, which motion passed unanimously, rescheduling of the July Board Meeting to July 18, 2022, was approved.

Power Purchase Contract Negotiations Update:

Manager Fales gave an update on the status of the power purchase contract negotiations and discussed the need for an engineering study due to the change of Balancing Authority for the small hydro plants.

On motion by Phil Stadelman, seconded by Duaine Anderson, which motion passed unanimously, a \$50,000 deposit to BPA to begin the engineering study for a new Balancing Authority was approved.

Manager Fales stated that the Reserved Works 2022 Budget will need to be adjusted due to the Russell D. Smith (RDS) licensing contract change in September. Treasurer Taylor will prepare the budget information to be presented at the Irrigation District Board Meetings in July.

Other:

After some discussion, the Board decided to continue offering virtual meeting availability to the in-person meetings as of June 1, 2022.

## TREASURER'S REPORT

### Financial Reports:

The May 31, 2022, Balance Sheet (unaudited) and the May 31, 2022, All Power Plants Income Statement (unaudited) were included in the Board packets for review.

### Approval of Voucher:

On motion by Phil Stadelman, seconded by Duaine Anderson, which motion passed unanimously, the Current Expense Voucher (O&M) dated June 28, 2022, in the amount of \$2,411,874.95 was approved.

## STAFF ACTIVITY REPORT

Larry Thomas presented the Staff Activity Report for the period of May 17 to June 17, 2022, that was included in the Board packets for review and comments.

## PROJECT DEVELOPMENT

Treasurer Taylor reviewed the Monthly Summarized Project Development Expense Report for May 2022 that was distributed in the Board packets.

## OTHER BUSINESS

Columbia River Treaty – Manager Fales gave a brief update of recent CRT Power Group activity.

USBR – nothing to report.

Cities – Mike Hill of Tacoma Power requested an update of the budget for the RDS power plant.

Districts – Manager O'Callaghan stated that the irrigation water is strong now. Manager Sonnichsen talked about the USBR Regional Director, Jennifer Carrington, tour schedule. He also wants to meet with Larry Thomas to discuss the Quincy Chute controls changes.

## DATE OF NEXT BOARD MEETING CHANGED – July 18, 2022

## BUDGET AND FINANCE COMMITTEE MEETING – August 16, 2022

## EXECUTIVE SESSION

At 10:58 AM President LaPlant called for a 25-minute executive session to begin after a 10-minute break to consider sale of CBHP property and power purchase agreement negotiations.

OTHER BUSINESS

The Board gave direction to Manager Fales to ask for continued abeyance on the PLOPP regarding Banks Lake Pumped Storage Project.

ADJOURNMENT

There being no further business to come before the Board, President LaPlant adjourned the meeting at 11:35 AM.

  
\_\_\_\_\_  
Secretary  
\_\_\_\_\_  
President

**RESOLUTION NO. 2022-06  
OF COLUMBIA BASIN HYDROPOWER (CBHP)  
ADOPTING A TRAVEL POLICY**

**Whereas**, in the normal course of business it is expected certain travel will be needed and required to carry out that business,

**Whereas**, there is a need to update an approval process for certain travel by CBHP Board members and employees,

**Now, Therefore, Be It Hereby Resolved by the Board of Directors** as follows:

That the attached CBHP Travel Policy incorporated herein by reference is hereby approved and adopted.

**Be It Further Resolved**, Resolution No. 2012-05 adopted May 22, 2012 establishing a travel expense reimbursement policy is hereby rescinded and shall be of no further force or effect.

This resolution supersedes Resolution No. 2013-07 adopting a travel policy.

**Adopted In Open Meeting** by the BOARD of Columbia Basin Hydropower on the 28 day of June, 2022.

**BOARD OF DIRECTORS**

Don W. Osborne

Director

[Signature]

Director

Don Ansh

Director

[Signature]

Director

[Signature]

Director

[Signature]

Director

(Seal)



ATTEST:

[Signature]

Secretary

**COLUMBIA BASIN HYDROPOWER  
POLICY AND PROCEDURES**APPROVED BY: BOARD OF DIRECTORS  
DATE: JUNE 28, 2022

TITLE: TRAVEL POLICY

RESOLUTION NO.: 2022-06

**PURPOSE**

This policy is to establish the basic rules governing travel and the reimbursement of travel and other business expenses incurred by Columbia Basin Hydropower (CBHP) officers and employees. This policy is in accordance with Chapter 42.24 RCW governing travel expenses. It shall be the policy of CBHP that all CBHP officials and employees shall receive their reasonable and necessary expenses when engaged in official business of CBHP, which includes but is not limited to meetings to conduct official CBHP business, conventions, seminars, workshops, or other business which may require them to be away from home or their designated work station.

**TRANSPORTATION EXPENSES**

When private or CBHP owned vehicles are used, car-pooling is encouraged when possible. In determining the most appropriate means of transportation, CBHP official or employee shall to the extent convenient, feasible, and possible use the means of transportation that is in the best interest of CBHP.

When private vehicles are used, CBHP official or employee shall be reimbursed at the federal mileage rate as established by the IRS codes per mile traveled.

Transportation or airfare tickets may be purchased directly by CBHP. If, however, the employee purchases a ticket on his/her behalf, a receipt shall be submitted seeking reimbursement.

Official travel will be by the most direct routing. Discount airfares shall be utilized whenever feasible, and travelers should make travel reservations as early as practicable in order to obtain discount fares.

Reimbursement will be made for transportation between the airport or station and the hotel or temporary work site.

Rental car expenses will be reimbursed at the actual cost. Leasing insurance is not necessary and will not be reimbursed.

**LODGING**

Lodging includes a hotel, motel, or similar accommodations as may be required. A receipt shall be submitted for lodging with any reimbursement voucher. Government rates should be investigated whenever possible.

Reimbursement will be made at a single room rate while away from home overnight on official CBHP business. For auditing purposes, single room rate should be stated on the hotel bill.

No reimbursement will be made for the additional cost incurred for the lodging of a spouse or others who may be accompanying the employee. Telephone calls to the employee's residence of an emergency nature, or necessitated by changes in travel plans or the like, are authorized if reasonable in number. Other personal calls of short duration to the employee's residence are permitted if done infrequently.

## **MEALS**

When attending a function on behalf of CBHP, CBHP will reimburse meals at the per diem rate unless accompanied by a receipt. The rates are as follows:

Breakfast	\$15.00
Lunch	\$20.00
Dinner	\$35.00

If a day's meals exceed this amount (\$70.00), all itemized receipts must be presented to receive actual reimbursement. When filing a claim for meals on behalf of others, a detailed account should include the names of the person whose meals are being claimed for reimbursement.

A spouse's meals are not reimbursable unless promotional hosting is demonstrated (e.g., banquet tickets, etc.).

## **INCIDENTAL EXPENSES**

CBHP officials and employees will be reimbursed for other reasonable and necessary business expenses, including but not limited to parking fees, registration fees, tips for services, business telephone calls, baggage handling fees, laundry expenses, and cleaning and pressing expenses, provided a clear business purpose is demonstrated.

If receipts are not available, all expenses must be itemized by category.

## **REIMBURSABLE EXPENSES**

Registration fees for persons other than an employee of CBHP are not reimbursable. However, it may be more convenient to pay registration fees for an accompanying spouse along with the attending CBHP employee. In such cases, CBHP Treasurer will invoice the employee for the additional registration fees. Reimbursement to CBHP should be submitted within thirty (30) days of the close of the traveling period.

## **REPORTING REQUIREMENTS**

To be reimbursed for travel expenses, a Statement of Expense Form must be submitted. This form should be submitted within thirty (30) days of the close of the traveling period.

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

July 19, 2022

Ephrata, Washington

The regular meeting of the Board of Directors of Columbia Basin Hydropower (CBHP) was called to order by President Mike LaPlant at 9:30 AM on July 19, 2022. Those in attendance were:

Directors

Duaine Anderson, ECBID  
Don Osborne, ECBID  
Mike LaPlant, QCBID  
Phil Stadelman, QCBID  
J.J. Danz, SCBID  
Charles Lyall, SCBID

Others (present)

Roger Sonnichsen, QCBID  
Maurice Balcom, SCBID  
Kellie Pierson-Geddes, SCBID  
Todd Knittle, USBR  
Sara Millard, USBR  
Amy Rodman, USBR

Staff

Darvin Fales, Secretary-Manager  
Anna Franz, Attorney  
Larry Thomas, Asst. Manager/Hydro Supervisor  
Jacob Taylor, Treasurer  
Derek Wolf, Mechanical Engineer  
Stacey Bresee, Admin. Services Coordinator

Others (called in)

John Rylaarsdam, QCBID  
Norman Semanko, QCBID  
Mike Hill, TP  
Betty Craig, CBHP

CONSIDERATION OF MEETING MINUTES

On motion by J.J. Danz, seconded by Don Osborne, which motion passed unanimously, the minutes of the June 28, 2022, meeting were approved as distributed.

RATIFY RESCHEDULED JULY BOARD MEETING

On motion by Charles Lyall, seconded by Phil Stadelman, which motion passed unanimously, the rescheduling of the July Board of Directors of CBHP meeting to July 19, 2022, was ratified.

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

Power Production Reports – June 2022:

Generation Summary, Accumulated Kilowatt Hours, and Energy & Incentive reports were distributed. Total June generation was 103% of 2017-2021 average.

Travel Authorization:

On motion by Don Osborne, seconded by Phil Stadelman, which motion passed unanimously, authorization of attendance and payment of reasonable expenses for travel, lodging and meals for the following was approved:

- 1) NWPPA Pre-Conference – Adobe Acrobat Essentials, November 7, 2022, Richland, WA, Fee is \$140 – S. Bresee
- 2) NWPPA Administrative Professionals Conference, November 8-9, 2022, Richland, WA, Fee is \$840 – S. Bresee

#### Annual Education Report:

Manager Fales reviewed the Annual Education Report of July 31, 2021, to July 30, 2022, distributed in the Board packets.

#### Changing of Balancing Authority:

Manager Fales reported to the board that agreements with balancing authority changes are under review and final drafts would be presented at the August meeting.

#### REC's Update:

Manager Fales reported there has been an agreement reached with the Cities regarding the REC's and details will be described to the board under Executive Session.

#### Other:

The Irrigation Districts reviewed the Revised Reserved Works Budget for 2022 at their July Board meetings.

On motion by Phil Stadelman, seconded by Duaine Anderson, which motion passed unanimously, the Revised Reserved Works Budget for 2022 was approved.

### TREASURER'S REPORT

#### Financial Reports:

The June 30, 2022, Balance Sheet (unaudited) and the June 30, 2022, All Power Plants Income Statement (unaudited) were included in the Board packets for review.

#### Approval of Voucher:

On motion by Phil Stadelman, seconded by Charles Lyall, which motion passed unanimously, the Current Expense Voucher (O&M) dated July 19, 2022, in the amount of \$1,874,675.50 was approved.

#### Second Quarter Deposit Report:

Treasurer Taylor reviewed the Second Quarter Deposit Report of April-June 2022 included in the Board packets.

STAFF ACTIVITY REPORT

Larry Thomas presented the Staff Activity Report for the period of June 18 to July 11, 2022, that was included in the Board packets for review and comments.

PROJECT DEVELOPMENT

Treasurer Taylor reviewed the Monthly Summarized Project Development Expense Report for June 2022 distributed in the Board packets.

OTHER BUSINESS

Columbia River Treaty – nothing to report.

USBR – Amy re-introduced Sara and Todd. Amy reported that the contributed refund for FERC impacts on CBP facilities will be processed and refunded this week. Manager Fales asked Todd about the set point issues at the Main Canal Power Plant. Todd stated that USBR has been working through the communication issues.

Cities – Mike Hill stated that he appreciated recent communication with Treasurer Taylor to answer questions regarding the RDS transition. He also stated that he did not agree with comments made at the beginning of the public meeting regarding the REC issues.


Districts – Manager Sonnichsen stated water deliveries are strong. J.J. Danz discussed the leak issue in the PEC.

BUDGET AND FINANCE COMMITTEE MEETING – August 16, 2022DATE OF NEXT BOARD MEETING CHANGED – August 23, 2022EXECUTIVE SESSION

At 10:15 AM President LaPlant called for a 45-minute executive session to begin after a 5-minute break to consider sale of CBHP property, power purchase agreement negotiations, and personnel.

ADJOURNMENT

There being no further business to come before the Board, President LaPlant adjourned the meeting at 11:15 AM.



Secretary



President