

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

January 28, 2025

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 28, 2025. Those in attendance were:

## Directors

Don Osborne, ECBID  
Mike LaPlant, QCBID  
Philip Stadelman, QCBID  
J.J. Danz, SCBID  
Charles Lyall, SCBID

## Staff

Alan Lackner, Secretary-Manager  
Anna Franz, Attorney  
Larry Thomas, Asst. Manager/Hydro Supervisor  
Jacob Taylor, Asst. Manager/Treasurer  
Robert Stoaks, Electrical Engineer  
Derek Wolf, Mechanical Engineer  
Betty Craig, Technical Information Administrator  
Stacey Bresee, Administrative Services Coordinator

## Others (present)

Craig Simpson, ECBID  
John Rylaarsdam, QCBID  
Norm Semanko, QCBID  
Roger Sonnichsen, QCBID  
Lahn Clark, SCBID  
John Crotty, SCBID  
John O'Callaghan, SCBID

## Others (called in)

Douglas Cramer, ECBID  
Kevin Lyle, ECBID  
Maury Balcom, SCBID  
Kellie Pierson-Geddes, SCBID  
Mike Hill, TP

## CONSIDERATION OF MEETING MINUTES

On motion by Don Osborne, seconded by J.J. Danz, which motion passed unanimously, the minutes of the December 17, 2024, meeting were approved as distributed.

## NO PUBLIC COMMENTS

## 2025 CBHP BOARD

### District Appointees to Board:

On motion by J.J. Danz, seconded by Philip Stadelman, which motion passed unanimously, the following District appointees to the Columbia Basin Hydropower Board was approved.

EAST DISTRICT	QUINCY DISTRICT	SOUTH DISTRICT
Duaine Anderson Don Osborne Reid Baker (Alt) Kevin Lyle (Alt)	Mike LaPlant Philip Stadelman John Rylaarsdam (Alt) Ko Weyns (Alt)	J.J. Danz Charles Lyall Maurice Balcom (Alt) Lahn Clark (Alt)

Committee Appointments:

On motion by Charles Lyall, seconded by Don Osborne, which motion passed unanimously, the following District appointees to the Power Steering Advisory Committee was approved.

East District	Quincy District	South District
Anna Franz Duaine Anderson Don Osborne (Alt)	Mike LaPlant Philip Stadelman John Rylaarsdam (Alt) Ko Weyns (Alt)	J.J. Danz Charles Lyall Maurice Balcom (Alt) Lahn Clark (Alt)
SEATTLE CITY LIGHT		TACOMA PUBLIC UTILITIES
Josh Walter		Mike Hill Jim Russell Ray Johnson

On motion by Charles Lyall, seconded by Philip Stadelman, which motion passed unanimously, the following District appointees to the Quincy Chute & P.E.C. Headworks Projects Advisory Committee was approved.

East District	Quincy District	South District	Grant County PUD
Anna Franz Duaine Anderson Don Osborne (Alt)	Mike LaPlant Philip Stadelman John Rylaarsdam (Alt) Ko Weyns (Alt)	J.J. Danz Charles Lyall Maurice Balcom (Alt) Lahn Clark (Alt)	Mindy Johnston Wendy Bunch Dale Campbell (Alt)

President LaPlant appointed the following members to serve on respective committees for 2025:

**BUDGET, FINANCE AND CAPITAL PROJECTS:**

East District – Duaine Anderson, Kevin Lyle (Alt), Reid Baker (Alt)  
 Quincy District – Philip Stadelman  
 South District – Jared Balcom, John O’Callaghan  
 Tacoma Power – Michael Hill  
 Seattle City Light – Josh Walter  
 CBHP – Alan Lackner, Jacob Taylor, Larry Thomas  
 Attorney – Anna Franz

**PERSONNEL:**

East District – Duaine Anderson  
 Quincy District – Mike LaPlant  
 South District – J.J. Danz  
 Tacoma Power – Michael Hill  
 Seattle City Light – Josh Walter  
 CBHP – Alan Lackner

**PROJECT DEVELOPMENT:**

East District – Craig Simpson, Don Osborne, Duaine Anderson (Alt)  
Quincy District – Roger Sonnichsen, John Rylaarsdam  
South District – John O'Callaghan, J.J. Danz, Charles Lyall

On motion by Don Osborne, seconded by Charles Lyall, which motion passed unanimously, the committee appointments were approved.

**ORGANIZATION OF 2025 CBHP BOARD****Election of Officers:**

On motion by Philip Stadelman, seconded by J.J. Danz, which motion passed unanimously, the election of Mike LaPlant for President was approved.

On motion by Philip Stadelman, seconded by Charles Lyall, which motion passed unanimously, the election of Duaine Anderson for Vice-President was approved.

**Appointment of Staff:**

On motion by Philip Stadelman, seconded by Don Osborne, which motion passed unanimously, the appointment of Alan Lackner as Secretary-Manager was approved.

On motion by Philip Stadelman, seconded by Charles Lyall, which motion passed unanimously, the appointment of Jacob Taylor as Assistant Manager/Treasurer was approved.

On motion by Charles Lyall, seconded by Don Osborne, 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.

**TREASURER REPORTS**

The 2025 Cash Flow Analysis was included in the Board packets for review and comments.

The December 31, 2024, Balance Sheet (unaudited) and the December 31, 2024, All Plants Income Statement (unaudited) were included in the Board packets for review.

**Approval of Voucher:**

On motion by Philip Stadelman, seconded by J.J. Danz, which motion passed unanimously, the Current Expense Voucher (O&M) dated January 28, 2025, in the amount of \$1,813,413.37 was approved.

#### Fourth Quarter Deposit Report:

Assistant Manager/Treasurer Taylor reviewed the Fourth Quarter Deposit Report of October-December 2024 that was included in the Board packets.

#### Other:

Assistant Manager/Treasurer Taylor also discussed the CLA Audit, the State Capital Audit, the open Clerk position, the potential change in 2026 from CLA to State, and the 2023 Incentive True-up and 2024 O&M True-up.

#### STAFF ACTIVITY REPORT

Assistant Manager/Hydro Supervisor Thomas presented updates to the Staff Activity Report for the period of December 9, 2024, to January 21, 2025, that was included in the Board packets for review and comments. He also commented on the cavitation repair work in process at the Summer Falls Power Plant.

#### OTHER AGENCIES BUSINESS

Columbia River Treaty – Managers O’Callaghan and Simpson reported from the Reserved Works meeting on January 27, 2025.

USBR – not in attendance.

Cities – Mike Hill commented on the Columbia River Treaty.

Avista – not in attendance.

Districts – Simpson reported that projects are moving forward.

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

##### Resolutions:

On motion by Don Osborne, seconded by J.J. Danz, which motion passed unanimously, Resolution 2025-01 Appointing Alan Lackner as Secretary-Manager was approved. A copy of said resolution is hereby incorporated by reference.

On motion by Don Osborne, seconded by Charles Lyall, which motion passed unanimously, Resolution 2025-02 Authorizing Persons to Exercise Certain Powers with Funds was approved. A copy of said resolution is hereby incorporated by reference.

On motion by Philip Stadelman, seconded by J.J. Danz, which motion passed unanimously, Resolution 2025-03 Appointing an Agent to Receive Claims for Damages made against CBHP pursuant to the Provisions of R.C.W. Chapter 4.96 was approved. A copy of said resolution is hereby incorporated by reference.

On motion by Charles Lyall, seconded by Philip Stadelman, which motion passed unanimously, Resolution 2025-04 Appreciation for Public Service was approved. A copy of said resolution is hereby incorporated by reference.

Contracts & Agreements:

On motion by Philip Stadelman, seconded by Don Osborne, which motion passed unanimously, the 2025 Doble Service and Equipment Agreement Contract No. 4192 was approved.

On motion by Charles Lyall, seconded by Don Osborne, which motion passed unanimously, authorizing Manager Lackner to sign a Balancing Authority Area Service Agreement with the Bonneville Power Administration was approved.

Main Canal Flood Claim February 2024 Settlement: to discuss in Executive Session.

Offer to Purchase the PEC Headworks Power Purchase Agreement: to discuss in Executive Session.

Tabled Motion - To Impose a 2-year wage and hiring freeze on all non-union CBHP Employees: to discuss in Executive Session.

PEC-QC COMMITTEE MEETING – February 25, 2025, 9:00 AM

DATE OF NEXT BOARD MEETING – February 25, 2025, 9:30 AM

EXECUTIVE SESSION

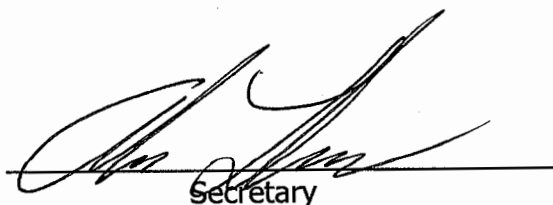
At 10:40 AM President LaPlant called for a 60-minute executive session to begin after a 5-minute break to consider under RCW 42.30.110(1)(i) regarding potential litigation, RCW 42.30.110(1)(g) to review the performance of public employees, and RCW 42.30.110(1)(b) potential purchase of property.

RECONVENE

President LaPlant called the question on the Tabled Motion: Directors Danz and Lyall abstained from the vote; the remainder of the Directors voted nay and the motion failed.

ADJOURNMENT

There being no further business to come before the Board, President LaPlant adjourned the meeting at 11:50 AM.



Secretary



President

**RESOLUTION NO. 2025-01**  
**RESOLUTION OF COLUMBIA BASIN HYDROPOWER (CBHP)**  
**APPOINTING ALAN LACKNER AS SECRETARY-MANAGER**

**WHEREAS**, Alan Lackner has accepted offer of employment in the CBHP manager position; and

**WHEREAS**, Alan Lackner commenced CBHP employment on December 16, 2024; and

**NOW THEREFORE, BE IT HEREBY RESOLVED** by the Board of Directors that Alan Lackner is hereby appointed as Secretary-Manager of Columbia Basin Hydropower effective January 28, 2025.

**ADOPTED IN OPEN MEETING** by the BOARD of Columbia Basin Hydropower on the 28<sup>th</sup> day of January, 2025.

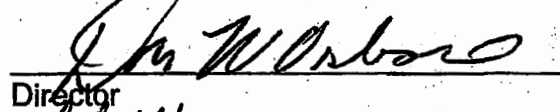


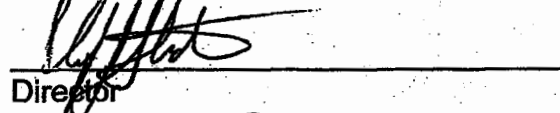
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ATTEST:

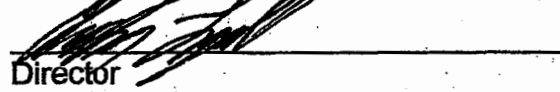
  
 Secretary

BOARD OF DIRECTORS

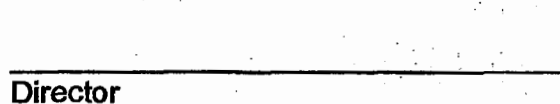
  
 Director

  
 Director

  
 Director

  
 Director

  
 Director

  
 Director

**RESOLUTION NO. 2025-02**  
**RESOLUTION OF COLUMBIA BASIN HYDROPOWER (CBHP)**  
**AUTHORIZING PERSONS TO EXERCISE CERTAIN POWERS WITH FUNDS**

**WHEREAS**, Washington Trust Bank of Spokane, Washington (Branch 0000042) has been designated as a depository for funds of Columbia Basin Hydropower since April 22, 1988;

**WHEREAS**, Larry D. Thomas was appointed Assistant Manager/Hydro Supervisor on September 1, 2014; and

**WHEREAS**, Jacob M. Taylor was appointed Assistant Manager/Treasurer on November 26, 2024; and

**WHEREAS**, Mike LaPlant was re-elected CBHP President on January 28, 2025; and

**WHEREAS**, Alan Lackner was appointed Secretary-Manager on January 28, 2025; and

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

1. The Financial institution named above is designated as a depository for the funds of CBHP.
2. This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by this Financial Institution.
3. All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of this corporation with this Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
4. Any of the persons named below, so long as they act in a representative capacity as agents of this corporation, are authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the power indicated below, from time to time with this Financial Institution, concerning funds deposited in this Financial Institution, moneys borrowed from this Financial Institution or any other business transacted by and between this corporation and this Financial Institution subject to any restricts stated below.
5. Any and all prior resolutions adopted by the Board of Directors of this corporation and certified to this Financial Institution as governing the operation of this corporation's account(s), are in full force and effect, unless supplemented or modified by this authorization. This resolution supersedes Resolution No. 2019-07 authorizing persons to exercise certain powers with funds.
6. This corporation agrees to the terms and conditions of any account agreement, properly opened by any authorized representative(s) of this corporation, and authorizes the Financial Institution named above, at any time, to charge this corporation for all checks, drafts, or other orders, for the payment of money, that are drawn on this Financial Institution, regardless of by whom or by what means the facsimile signature(s) may have been affixed so long as they resemble the facsimile signature specimens (or the facsimile signature specimens that this corporation files with this Financial Institution from time to time) and contain the required number of signatures for this purpose. If indicated, any person listed below (subject to any expressed restrictions) is authorized to:

Alan Lackner, Secretary-Manager  
 Mike LaPlant, President  
 Jacob Taylor, Assistant Manager/Treasurer  
 Larry Thomas, Assistant Manager/Hydro Supervisor

- |                    |     |  |
|--------------------|-----|--|
| <u>N/A</u>         | 6.1 | Exercise all of the powers listed in 2 through 6.                        |
| <u>All Signers</u> | 6.2 | Open any deposit or checking account(s) in the name of this corporation. |

All Signers 6.3 Endorse checks and orders for the payment of money and withdraw funds on deposit with this Financial Institution. 062

Number of authorized signatures required for this purpose 1.

N/A 6.4 Borrow money on behalf and in the name of this corporation, sign, execute and deliver promissory notes or other evidences of indebtedness.

Number of authorized signatures required for this purpose n/a.

N/A 6.5 Endorse, assign, transfer, mortgage or pledge bills receivable, warehouse receipts, bills of lading, stocks, bonds, real estate or other property now owned or hereafter owned or acquired by this corporation as security for sums borrowed, and to discount the same, unconditionally guarantee payment of all bills received, negotiated or discounted and to waive demand, presentment, protest, notice of protest and notice of non-payment.

Number of authorized signatures required for this purpose n/a.

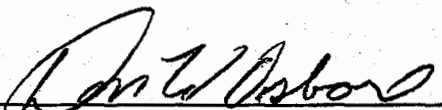
N/A 6.6 Enter into written lease for the purpose of renting and maintaining a Safe Deposit Box in this Financial Institution.

Number of authorized persons required to gain access and to terminate the lease n/a.

**BE IT FURTHER RESOLVED**, that the Board of Directors of this corporation has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the foregoing resolutions and to confer the powers granted to the persons named who have full power and lawful authority to exercise the same effective January 28, 2025.


**ADOPTED IN OPEN MEETING** by the Board of Columbia Basin Hydropower on the 28<sup>th</sup> day of January, 2025.


BOARD OF DIRECTORS

  
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Director

  
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Director

  
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Director


  
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Director

  
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Director

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Director



ATTEST:

  
\_\_\_\_\_  
Secretary



**RESOLUTION NO. 2025-03**  
**RESOLUTION OF COLUMBIA BASIN HYDROPOWER (CBHP)**  
**APPOINTING AN AGENT TO RECEIVE CLAIMS FOR DAMAGES MADE AGAINST**  
**CBHP PURSUANT TO THE PROVISIONS OF R.C.W. CHAPTER 4.96**

**WHEREAS**, the provisions of R.C.W. Chapter 4.96 require local governmental entities, whether acting in a governmental or proprietary capacity, to appoint an agent to receive any claims for damages:

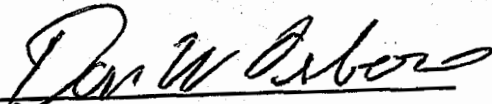
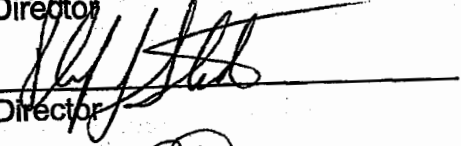
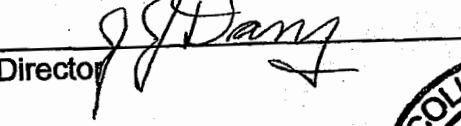
**NOW, THEREFORE, BE IT RESOLVED** that the following named person is appointed to agent to receive any claim for damages against CBHP:


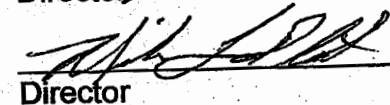
Name – Alan Lackner  
Title – Secretary-Manager  
Address – 107 D Street NW, Ephrata, WA 98823  
Normal Business Hours – 7:30 AM to 4:30 PM, Monday through Thursday

**BE IT FURTHER RESOLVED** that the identity and address of CBHP's agent shall be a matter of public record and that this Resolution be recorded with the Auditor of Grant County, Washington.

**ADOPTED IN OPEN MEETING** by the Board of Columbia Basin Hydropower on the 28<sup>th</sup> day of January, 2025.

**BOARD OF DIRECTORS**

  
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Director  
  
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Director  
  
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Director

  
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Director  
  
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Director

(Seal)

ATTEST:

  
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Secretary



**RESOLUTION NO. 2025-04**  
**RESOLUTION OF APPRECIATION FOR PUBLIC SERVICE**  
**COLUMBIA BASIN HYDROPOWER (CBHP)**

**WHEREAS**, Darvin Fales was hired by Columbia Basin Hydropower (CBHP) on July 8, 2019, in the position of Secretary-Manager; and

**WHEREAS**, the Board of Directors and employees of CBHP desire to recognize and honor these five-and-a-half (5 ½) years of dedicated service by Darvin to the water users of the Columbia Basin Project (CBP); and

**WHEREAS**, Darvin 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, Avista, and other state and federal agencies; and

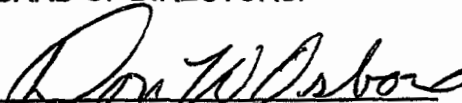
**WHEREAS**, Darvin has announced his retirement from CBHP effective February 1, 2025,

**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 Darvin Fales's service to CBHP and the Districts, and

**BE IT FURTHER RESOLVED**, that the Board hereby congratulates Darvin Fales 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 28<sup>th</sup> day of January, 2025.

BOARD OF DIRECTORS:

  
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DIRECTOR

  
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DIRECTOR

  
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DIRECTOR

  
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DIRECTOR

  
\_\_\_\_\_  
DIRECTOR

\_\_\_\_\_  
DIRECTOR

(SEAL)

ATTEST:

SECRETARY

  
\_\_\_\_\_  
SECRETARY



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

February 25, 2025

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 February 25, 2025. Those in attendance were:

## Directors

Duaine Anderson, ECBID  
Mike LaPlant, QCBID  
Philip Stadelman, QCBID  
J.J. Danz, SCBID  
Lahn Clark, SCBID

## Others (present)

Craig Simpson, ECBID  
Norm Semanko, QCBID  
Roger Sonnichsen, QCBID  
John Crotty, SCBID  
John O'Callaghan, SCBID  
Amy Rodman, USBR

## Staff

Alan Lackner, Secretary-Manager  
Anna Franz, Attorney  
Larry Thomas, Asst. Manager/Hydro Supervisor  
Jacob Taylor, Asst. Manager/Treasurer  
Robert Stoaks, Electrical Engineer  
Derek Wolf, Mechanical Engineer  
Betty Craig, Technical Information Administrator  
Stacey Bresee, Administrative Services Coordinator

## Others (called in)

Douglas Cramer, ECBID  
Kevin Lyle, ECBID  
Maury Balcom, SCBID  
Eric Dixon, SCBID  
Kellie Pierson-Geddes, SCBID  
Chris Drake, Avista  
Mike Hill, TP

## CONSIDERATION OF MEETING MINUTES

On motion by J.J. Danz, seconded by Lahn Clark, which motion passed unanimously, the minutes of the January 28, 2025, meeting were approved as distributed.

## NO PUBLIC COMMENTS

## PERSONNEL COMMITTEE RECOMMENDATIONS TO DISCUSS IN EXECUTIVE SESSION

## NO PEC/QC ADVISORY COMMITTEE RECOMMENDATIONS

## TREASURER REPORTS

The 2025 Cash Flow Analysis was included in the Board packets for review and comments.

Assistant Manager/Treasurer Taylor gave a brief update on the 2023 True-up Report.

The January 31, 2025, Balance Sheet (unaudited) and the January 31, 2025, All Plants Income Statement (unaudited) were included in the Board packets for review.

Approval of Voucher:

On motion by Duaine Anderson, seconded by Philip Stadelman, which motion passed unanimously, the Current Expense Voucher (O&M) dated February 25, 2025, in the amount of \$458,206.47 was approved.

STAFF ACTIVITY REPORT

Assistant Manager/Hydro Supervisor Thomas presented updates to the Staff Activity Report for the period of January 22 to February 18, 2025, that was included in the Board packets for review and comments.

2023 OWNER'S DAM SAFETY PROGRAM REPORT

Assistant Manager/Hydro Supervisor Thomas presented the 2024 Owner's Dam Safety Program Report that was included in the Board packets for review and comments.

OTHER AGENCIES BUSINESS

Columbia River Treaty – nothing to report.

USBR – nothing to report.

Cities – Mike Hill discussed PEC 66.0 Contract and Main Canal production and notifications.

Avista – Chris Drake discussed agreement updates, meter changes, good communications with CBHP, and asked about possible startup dates.

Districts – Manager Sonnichsen reported that repairs are still underway to be ready for startup. Manager O'Callaghan had nothing new to report. Manager Simpson reported that work is progressing on the EL 26 mile repairs and that there was a meeting last week with the Odessa program including several past managers and staff.

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

Main Canal Flood Claim Settlement: Attorney Franz had nothing new to report.

Purchase of the PEC Headworks Power Purchase Agreement: to discuss in Executive Session.

Travel Authorization: On motion by Philip Stadelman, seconded by Lahn Clark, which motion passed unanimously, the travel authorization for Robert Stoaks to witness factory testing on at the transformer repair shop in Vernon, California was approved.

Other:

On motion by Philip Stadelman, seconded by Duaine Anderson, which motion passed unanimously, the H2E Contract 12356-13-17, Task Order No. 18, Change Order No. 2 extending the time of competition to May 1, 2025, was approved.

PERSONNEL COMMITTEE MEETING – MARCH 25, 2025, 8:30 AM

POWER STEERING COMMITTEE MEETING – MARCH 25, 2025, 9:00 AM

DATE OF NEXT BOARD MEETING – MARCH 25, 2025, 9:30 AM

EXECUTIVE SESSION

At 10:20 AM President LaPlant called for a 60-minute executive session to begin after a 5-minute break to consider under RCW 42.30.110(1)(g) to review the performance of public employees, and RCW 42.30.110(1)(b) potential purchase of property.

RECONVENE

On motion by Duaine Anderson, seconded by Philip Stadelman, which motion passed unanimously, the full-time position and job description for an Accounting/Payroll Specialist & Payroll Benefits Administrator was approved.

On motion by Duaine Anderson, seconded by J.J. Danz, which motion passed unanimously, Resolution 2025-05 Adopting a Salary Scale for Non-Bargaining Employees was approved. A copy of said resolution is hereby incorporated by reference.

ADJOURNMENT

There being no further business to come before the Board, President LaPlant adjourned the meeting at 11:32 AM.

  
Secretary

  
President

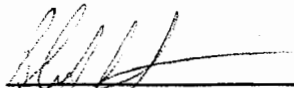
**RESOLUTION 2025-05**  
**RESOLUTION OF COLUMBIA BASIN HYDROPOWER (CBHP)**  
**ADOPTING A SALARY SCALE FOR NON-BARGAINING EMPLOYEES**


**Whereas**, the Board shall annually adopt a salary scale for non-bargaining employees;

**Now, Therefore, Be It Hereby Resolved by the Board of Directors** that the attached CBHP Salary Scale for Non-Bargaining Employees Policy incorporated herein by reference is hereby approved and adopted.


**Adopted In Open Meeting** by the Board on the 25<sup>th</sup> day of February, 2025.

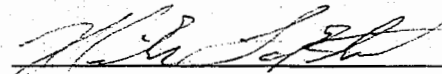
**BOARD OF DIRECTORS**

  
 Director

  
 Director

  
 Director

  
 Director

  
 Director

\_\_\_\_\_  
 Director



ATTEST:

  
 Secretary

**COLUMBIA BASIN HYDROPOWER  
POLICY AND PROCEDURES****APPROVED BY: BOARD OF DIRECTORS**  
**DATE: February 25, 2025****TITLE: SALARY SCALE FOR NON-  
BARGAINING EMPLOYEES****RESOLUTION NO.: 2025-05**

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The Board shall annually adopt a salary scale for non-bargaining employees.

Employees will be eligible for a step increase provided that they have met the following tenure at their current step:

**Step Progression Tenure Requirements**

- 1 to 2: 52 weeks
- 2 to 3: 52 weeks
- 3 to 4: 52 weeks
- 4 to 5: 104 weeks
- 5 to 6: 104 weeks
- 6 to 7: 104 weeks
- 7 to 8: 156 weeks
- 8 to 9: 156 weeks
- 9 to 10: 156 weeks

The Manager shall evaluate the performance of each non-bargaining employee when eligible for a step increase and determine whether or not the employee progresses to the next step.

The Manager's salary shall be set by action of the Board and is not subject to the salary scale.

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

March 25, 2025

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 March 25, 2025. Those in attendance were:

## Directors

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

## Staff

Alan Lackner, Secretary-Manager  
Anna Franz, Attorney  
Larry Thomas, Asst. Manager/Hydro Supervisor  
Jacob Taylor, Asst. Manager/Treasurer  
Robert Stoaks, Electrical Engineer  
Derek Wolf, Mechanical Engineer  
Betty Craig, Technical Information Administrator  
Stacey Bresee, Administrative Services Coordinator

## Others (present)

Craig Simpson, ECBID  
John Rylaarsdam, QCBID  
Norm Semanko, QCBID  
Roger Sonnichsen, QCBID  
Lahn Clark, SCBID  
John Crotty, SCBID  
John O'Callaghan, SCBID  
Marc Maynard, USBR  
Sara Millard, USBR  
Amy Rodman, USBR

## Others (called in)

Maury Balcom, SCBID  
Eric Dixon, SCBID  
Kellie Pierson-Geddes, SCBID  
Chris Drake, Avista  
Mike Hill, TP

## CONSIDERATION OF MEETING MINUTES

On motion by J.J. Danz, seconded by Don Osborne, which motion passed unanimously, the minutes of the February 25, 2025, meeting were approved as distributed.

## NO PUBLIC COMMENTS

## PERSONNEL COMMITTEE RECOMMENDATIONS TO DISCUSS IN EXECUTIVE SESSION

## NO POWER STEERING ADVISORY COMMITTEE RECOMMENDATIONS

## TREASURER REPORTS

Assistant Manager/Treasurer Taylor discussed the 2025 Cash Flow Analysis that was included in the Board packets for review and comments.

The February 28, 2025, Balance Sheet (unaudited) and the February 28, 2025, All Plants Income Statement (unaudited) were included in the Board packets for review.



Approval of Voucher:

On motion by Duaine Anderson, seconded by Don Osborne, which motion passed unanimously, the Current Expense Voucher (O&M) dated March 25, 2025, in the amount of \$515,670.84 was approved.

STAFF ACTIVITY REPORT

Assistant Manager/Hydro Supervisor Thomas presented updates to the Staff Activity Report for the period of February 19 to March 17, 2025, that was included in the Board packets for review and comments.

OTHER AGENCIES BUSINESS

Columbia River Treaty – holding pattern – Canada webinar scheduled for tonight.

USBR – canal levels are steady this week.

Cities – nothing to report.

Avista – nothing to report.

Districts – startup is going well.

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

On motion by Duaine Anderson, seconded by Charles Lyall, which motion passed unanimously, Resolution 2025-06 Declaration of Special Market Conditions was approved. A copy of said resolution is hereby incorporated by reference.

Vehicle Purchase Proposals:

On motion by Don Osborne, seconded by Philip Stadelman, which motion passed unanimously, vehicle purchase proposals of the following were approved:

- 1) 2025 Ford Explorer for \$51,713.30
- 2) 2025 Chevrolet Silverado 1500 4x4 and 2025 Chevrolet Silverado 3500 4x4 w/Service Body for \$132,357.48

Travel Authorizations:

On motion by Philip Stadelman, seconded by Don Osborne, which motion passed unanimously, the travel authorization for the following was approved:

- 1) WPTA Annual Conference, April 8-11, 2025, Lake Chelan, WA, Registration Fee \$400 – J. Taylor

On motion by Charles Lyall, seconded by Duaine Anderson, which motion passed unanimously, the travel authorization for the following was approved:

- 1) WREGIS Basics: General & Generator Organizations, April 23, 2025, WECC Office in Salt Lake City, Utah, Registration Fee \$50 – S. Bresee, B. Craig

#### DATE OF NEXT BOARD MEETING

On motion by Philip Stadelman, seconded by Duaine Anderson, which motion passed unanimously, the change of April's Board Meeting to April 21, 2025, was approved.

#### EXECUTIVE SESSION

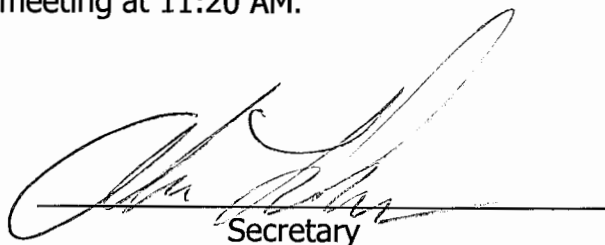
At 10:20 AM President LaPlant called for a 55-minute executive session to consider under RCW 42.30.110(1)(g) to review the performance of public employees and RCW 42.30.110(1)(i) to discuss potential litigation with legal counsel.

#### RECONVENE

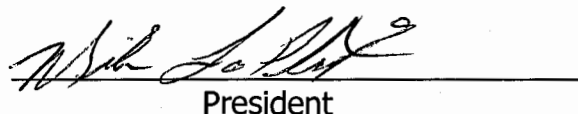
On motion by Duaine Anderson, seconded by Philip Stadelman, which motion passed unanimously, the Board approved a general salary increase of 3.0% to be effective March 30, 2025, for all non-bargaining unit employees with the exception of Alan Lackner, Jacob Taylor, and Derek Wolf.

#### ADJOURNMENT

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



Secretary



President

**RESOLUTION 2025-06**  
**RESOLUTION OF COLUMBIA BASIN HYDROPOWER (CBHP)**  
**DECLARATION OF SPECIAL MARKET CONDITIONS**

**Whereas**, the Board requires the purchase of certain used equipment for operation, maintenance, and capital improvements identified in the 2025 budget as follows:

Used Equipment  
 40T Boom Truck

Vehicle Budget  
 \$585,000.00

**Whereas**, due to current market conditions, used equipment is in high demand and low supply and used equipment meeting the specifications of CBHP will likely be sold by the vendors before CBHP can complete the formal bid process;


**Whereas**, RCW 87.03.435(3)(c) and RCW 39.04.280(1)(b) authorizes CBHP to waive competitive bidding requirements for purchases involving special market conditions;


**Now, Therefore, Be It Hereby Resolved** that the Board of Directors of Columbia Basin Hydropower declares that the foregoing circumstances regarding the purchase of the used equipment identified in the 2025 budget constitute special market conditions that require direct negotiation to obtain.


**Be It Further Resolved** that the Secretary-Manager or designee is authorized to purchase the above identified used equipment, not to exceed \$400,000.00.

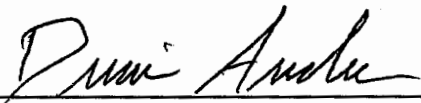
**Duly Adopted In Open Meeting** by the Board on the 25<sup>th</sup> day of March, 2025.

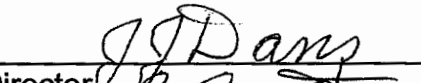
**BOARD OF DIRECTORS**


  
 Director

  
 Director

  
 Director

  
 Director

  
 Director

  
 Director



**ATTEST:**  
  
 Secretary