

Cliffside Refiners Limited Partnership (CRLP) Meeting

April 13, 2017 @ 10:00AM (CST), 9:00AM (MT) and 11:00AM (EST)

Attendees:

Sam Burton
Joan Grochowina
David Reeves
Brock Van Anden
Nick DeMai
Brent Gage

I. Call to order

II. Roll Call

III. Open Issues

a) **Outage planning**

- ✚ Sam – Nick we have a planned outage for some time in the fall. Has there been any dates discussed at this time?
- ✚ Nick – The general feeling within the CRLP, there is nothing right now that says we have to shut the plant down within the next month or two
 - The first timing issue(s) we run into are the relief and critical safety devices that require PM in October or there-about
 - We would not take an outage simply to re-commission the K100 idle cylinders as Air Products and their process people do not see an urgency in term of sustaining the process
 - Based on operations of the BLM and various partners discussions the product demand over the next few months is relatively easy to achieve and does not necessitate adding the idle compressor cylinder back in, allowing for the work to be completed in the fall
 - The other reason suggested by Air Products doing the K100 sooner is if process outages do occur restart of the plant would be easier with the additional K100 capacity

- We are leaning toward a single outage in the fall, the current broad window of opportunity begins approximately September 18, 2017 and would end in early November

✚ Sam – that is a good segue on continued discussion of outages

- We had a very negative situation on this last March outage. An outage was posted on our website for the K100 integration into the DCS and the compressor (NLD NOTE: The K100 is already integrated into the DCS, this would not have been a reason for an outage.)
- People believed we took the outage to hookup the compressors. The focus changed to the K100 piston replacement. Then at the last minute the decision was made not to take the outage. This created a negative impact businesses and how they conduct their business.
- We need to minimize these negative impacts on businesses

✚ Nick- I agree

- We do not need to change the operation, we need to change how the information is disseminated and improve our communication(s)
- **Sam** – The BLM was of the opinion that the activity taking place was leading to the March shutdown. The intent not to conduct the March shutdown was definitely the miscommunication.
- **Nick** – that is not actually so, at one point in time we thought that March would allow a little bit of the work to be performed
- **Sam** – This is what I suggest going forward is; the BLM needs at least 30 days in advance of when a plant shutdown is going to occur. An understanding needs to be in place that once a date is posted the BLM will take the process down so all parties are impacted by the planned date(s).
- **Nick**- CRLP will not agree to that

✚ Brent – The stewardship Act really puts us in the position where we are supposed to be transparent. Transparency implies that anyone that does business with us can expect that the information we put out is to be correct

- If we get within a day of shutdown it will cost CRLP money to not have personnel come on site and then CRLP will have to spend money to get personnel on the site
- So lets' get to some agreement where we get a 30 day notice
- **Sam** – it should mean something not just a date on the website
- **Nick** – I agree, however, the fine print states that in case of unforeseen circumstances that may arise there may be change
- **Sam** - It's agreed things are subject to change, however, businesses rely on the information provided in order to conduct their business, and abrupt changes cause undue hardship and or strain on businesses and their decision making processes. The BLM has to maintain a level playing field with its business constituents.
- **Nick** – We should improve on the message(s) we deliver and place on the website. We need to be sensitive to the information/message provided to people on the website

✚ Brent – for trust reasons we cannot discuss business in meetings.

- I am not sure that the BLM/Government should not keep an arm's length from the CRLP.
- We are two distinct parties, our transparency must be maintained
- It cannot look like to an outside source that we are in inclusion with CRLP
- **Nick** – I agree that some degree of transparency should be maintained between the BLM and CRLP

b) **K610 seal Leakage**

✚ **Nick** – Spoke with Mark Carey today he believes that it may be a damage piston rod.

- We are going to have a piston rod manufactured, which should not take very long
- Mark is working on an MOC to allow for the installation of a non OEM piston rod
- Sometime in May would be a good time to replace it and it should not require a plant outage

c) **Cliffside internet router access**

- The internet router has been secured

d) **C100 modification proposal and billing update**

- Phase III final part of the agreement language

4) **Cliffside Issues**

a) Repairing exhaust fans in K building

- Louvers will not close, fan needs maintenance/inspection
- It is a safety issue/concern, the louvers are broken. In the event of a fire the louvers should close in order to starve the fire of oxygen

b) Safe to work on exhaust fans on Waukesha building

- Again it is a safety issue/concern in the event of a fire
- Fans not properly operating

c) Installing residue bypass from K600 to flare

- **Nick** – I will follow up with Brad not completed at this time

d) More communication needed on pipeline activity before it happens

- Becoming increasingly difficult to adjust to conditions on the pipeline
- The operators are not receiving any feedback before things happen
- With advance notice of information the operators can make timely adjustments

5) **Next meeting on May 4th, 2017**

6) Meeting Adjourned

** Meeting was recorded for the sole purpose of transcribing the minutes from the agenda