

# Cliffside Refiners Limited Partnership Meeting

March 2, 2018 @ 8:00 AM

## Attendees:

Sam B.      Joan G.      Brock V.      Mark C. (Air Products)      Alex C.  
Mark M.      Barry S.      Brad B.      Nick D. (CRLP)      Brad (Air Products)

## I. Call to Order

## II. Roll Call

- Taken

## III. Open Issues

### a. Outage Planning

1. Sam – I just want to make sure that we are all okay with what is happening and what we have planned. My folks inform me that they are working on the check list for Air Products. We have some action items that we need to get back to Brad B. We have an outline pertaining to the compressor start up.
2. Nick D. – what are some of the red flags you see that need to be completed by April 1, 2018?
  - Sam – We believe that we should have the list completed by April 1, 2018. I am not getting very much push back from people concerning the check list. We sent the one lines and electrical drawings to Brad B.
  - Nick D. – I have not heard anything additional regarding the items list. I think his people have some work scheduled for this past week or next week.
  - Sam – I have to say hats off to Brad B. and his folks. There have been a lot of contractors in the facility conducting pre-work. So thank you very much.
  - Nick D. I believe Brad has some time available next week, if you and Barry want to schedule a call with him.
  - Sam – we will try and coordinate a call that everyone can attend. I just want a thorough look through to make sure the schedule is correct, and, everything has been looked over thoroughly.
  - Nick D. – What is Barry's biggest worry for being ready?
  - Sam – the one we were concerned about this week is the nitrogen purge gas tie in and how we can address the situation. The nitrogen compressor that we have does not have the volume or a surge tank to handle a large demand of nitrogen. Brad has discussed running a hose to supplement the

nitrogen. This may be a temporary fix until we can replace the current system or upgrade the nitrogen system.

- Nick D. – I will be available any day next week except for Wednesday. Just let me know what day and time.

#### **b. Payment**

- Sam – I saw where you sent some things to Audrey, have you had any money released from Audrey?
- Nick – I looked this morning and they came in as of yesterday. Unfortunately we did not get books for February, but, they are in at this time. I guess under the FAR Contract payments will be processed differently.
- Sam – I think you will find it easier when filing for payment
- Nick – David when March 31, 2018 rolls around what's the timeline for closing out the books regarding the old agreement?
- David D. - You have 30 days to make any corrections that need to be made under the old agreement.
- Sam – These agreements were never expected to be handled the way we are doing business. This is why the agreements are going away. It will be very interesting to see how we close out these last six months. The sooner you can get all of your invoicing together the easier it will be to receive payment.
- Nick – the only reason I mentioned it is because the contractors have to send their invoice to Air Products, Air Products has to send the invoice to me. As you know getting this information does not happen instantly. I will speak with the Air Products personnel, but, it's not clear how we can have everything compiled within 30 days.
- It is primarily about the work on the booster compressor which is in the \$600,000 to \$700,000 range. The difficulty is the work will not be complete until almost April 1, 2018.
- Sam – I think that reasonable people will understand that, however, we do need to give them what the expectations are come the end of the agreement.
- Nick - I spoke with Melissa yesterday, and I still do not get the good feeling that come April 1, 2018 you are going to be strapped as to what you are able to do regarding routine work/maintenance on the compressor.
- Sam – We are working on the contingency in order to start up the compressor. Our plan is to have the contracting in the works in the event

we need it. Alex is working with Heath to compile the estimates and the SOW. We are close to having it set up.

- Sam and Nick discuss the necessary tools for the operation and routine maintenance of the compressor.

#### **IV. meeting Adjourned**