

Cliffside Refiners Limited Partnership Meeting

June 5, 2018 @ 9:00 AM

Attendees:

Emress B. Barry S. Sam B. Joan G. Mark M. David R.

Brad H. Heath M. Alex C. Melissa H. Rodney C.

Nick D. (CRLP) Nick H. (Linde)

I. Call to Order

II. Roll Call

- Taken

III. Antitrust Issues

Nick D.-Provided to list of attendees on call, if anyone has any questions please let me know

1. Old Contract

- Sam B.-Close out by end of June
- Sam B.-All invoices are in

2. New Contract Invoicing-no comments

3. Plant issues/deficiencies

- Nick D.-Brad H. to review spare parts-
- Brad H.-there are plenty of filters. Rebuild kits were restocked with new ones when they were used off of the shelf
- Nick D.-CY18-018 K610 Compressor-methane pump G200A north pump remains on deficiency list-bring up to Brad B. Discuss strap wrenches, lock out/tag out, common procedures.

4. Projects and Proposals

- Nick D.-ORI work going on today. Have to ensure that it complies with AP standards and to make sure that any issues are resolved.
- Alex C.-contractor was on site last week and they did electrical maintenance and Brad B. is on site doing the ORI. AP is still reviewing the electrical information that we submitted this week and they don't expect to be finished with that by the end of the week. We are not sure right now when the test run will be but it won't be this week. We should have a better idea of the time frame by the end of Wednesday when they are done with the ORI.
- Sam B.-Mark do you want to give an update on the CHEU operating pressure
- Mark M.-we have had a couple of days of 104 and 106 degree weather and the units are doing well

- **Nick D.**-Training proposal notes to Melissa H. and Mark, will have that to you in the next day or so
- 5. **Event Horizon**-no new changes
- 6. **Near Miss investigations**
 - **Nick D.**-near miss oil overflow Waukesha #1 and block valves on K610 both mitigated. Automated oil system is working. Locks are locked. Agree to remove locks if they are not needed there.
 - **Nick D.**-need to review and follow near miss procedures
 - **Nick D.**-more discussions to occur offline regarding this issue
- 7. **Cliffside PPE**
 - Need to review policy and procedures and managers need to enforce
- 8. **Cliffside operation instruction revisions**-follow policy and procedure
- 9. **CRLP Plant Visits**-nothing planned
- 10. **Misc.**
 - Sample authorization letter to deal with selected CRLP contractor personnel owed to Melissa H.
 - Warm temperatures were handled well
 - Org chart provided to CRLP
 - Cathodic protection maintenance being conducted
 - Proposal about heat trace, need high amperage heat tracing on lubricators
 - Waukesha building ventilation system- Sensitivity or calibration of sensor needs to be checked.