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## **BOARD MEETING MINUTES**

The meeting of the Board of Directors of the Northwest Clean Air Agency was held at 1:30 p.m., Thursday, March 12, 2015, at 1600 South Second Street, Mount Vernon, Washington.

### **MEMBERS PRESENT:**

Island County	Richard Hannold
Skagit County	Ron Wesen Joe Lindquist
Whatcom County	Brian Heinrich
Member-At-Large	Kelley Moldstad for Terry Nyman

### **MEMBERS ABSENT:**

Island County	Jim Campbell
Whatcom County	Carl Weimer

### **ALSO PRESENT:**

NWCAA staff members	Michele Armstrong, Mark Asmundson, Rebecca Brown, Mark Buford, Therese Holm, Toby Mahar, Agata McIntyre, Katie Skipper, Bob Uhrich, Laurie Caskey-Schreiber
Legal counsel	Loch Clark

### **CALL TO ORDER**

Board Chair Brian Heinrich called the meeting to order at 1:30 p.m.

### **APPROVAL OF PRIOR BOARD MEETING MINUTES**

On motion by Joe Lindquist, seconded by Ron Wesen, the minutes for the February 12, 2015, Board meeting were approved 5-0.

### **PRESENTATIONS**

#### **Partners for Clean Air award – Bob Uhrich**

NWCAA air quality inspector Bob Uhrich presented the agency's annual Partners for Clean Air Platinum business award to Tony's Coffee of Bellingham. Facility engineer Jim Smith accepted this award on behalf of Tony's Coffee. Uhrich noted some of the innovative practices that Tony's Coffee recently put into place to save energy:

- Energy efficiency – Invested in high-efficiency lighting throughout its facility. Tony's also purchases 100 percent renewable energy.
- Emissions reductions – Has 90 percent of its raw coffee beans shipped to the Port of Seattle versus the Port of Oakland.
- Sector specific – Reduced waste from operations to nearly zero. Donates expired products to local soup kitchens and food bank.
- Transportation – Converted its delivery fleet from box trucks to fuel-efficient Sprinter vans.

Board members congratulated Tony's Coffee for the company's efforts to reduce air pollution. This year the agency awarded eight Gold and eighteen Silver awards to businesses in its three county jurisdiction.

NWCAA Executive Director Mark Asmundson expressed his appreciation for the businesses that try to look out for the environment and the air we breathe.

### **Ozone update – Mark Buford**

Agency Deputy Director Mark Buford explained that the U.S. Environmental Protection Agency (EPA) will soon be setting a criteria pollutant limit for ozone, which will limit how much ozone can be in the air.

The EPA determines whether and how much of a region should be categorized as being out of attainment for ozone. The highest numbers for ozone in our state occur at a monitor in Enumclaw, which is outside of the NWCAA jurisdiction. Within the NWCAA jurisdiction, air quality has always complied with the existing and proposed ozone standard. However, EPA may determine that pollutants from sources in other jurisdictions are carried on air currents to Enumclaw and contributing to a problem there.

NWCAA partnered with the Washington Department of Ecology and the Puget Sound Clean Air Agency to fund a study with Washington State University (WSU) that would measure the contributions (if any) of air pollution from NWCAA's jurisdiction that could affect ozone concentrations at Enumclaw. Previously, refineries in Skagit and Whatcom counties conducted two studies, both of which concluded that a minimal amount of their pollutants were contributing to ozone near Enumclaw. However, NWCAA, PSCAA, and Ecology think it is important to conduct an independent study to determine the effect of current emissions from major regulated air pollution sources. King County vehicle traffic is more likely the largest contributor.

WSU has informed the agencies that the measuring tool (computer model) it hoped to use is not sufficient for this task. It appears that any contribution from pollutants generated in the NWCAA jurisdiction is likely to be smaller than the precision threshold of the model, making the computer model ineffective. NWCAA is pursuing other options.

The agencies and businesses potentially affected by a non-attainment area agree that EPA's decision should be based on accurate information and the best available science. Otherwise, businesses would have to invest in costly changes to control technology that may not improve air quality.

**ACTION ITEMS****Resolution 508- Creation of an "Imprest" Fund – Therese Holm**

Agency Financial Officer Therese Holm explained that Resolution 508 authorizes the agency to formally establish its existing U.S. Bank account as an "imprest" fund for depositing funds from the Skagit County Treasurer to pay for the agency's operating expenses. State auditors made this verbal recommendation during the recent financial audit. They also suggested appointing a custodian for this account, and agency staff have determined that Buford should be the designee for this duty.

Lindquist moved to adopt Resolution 508, Richard Hannold seconded, and the Board approved the resolution in a 5-0 vote.

**Bills and claims**

Asmundson presented the February bills and claims report.

Hannold moved to approve the February 2015 (\$459,716.16) bills and claims, and Wesen seconded. Bills and claims for February were approved by all.

**STAFF REPORTS****Director's report – Mark Asmundson**

Asmundson introduced the Board to Crystal Rau, the agency's recently hired permit writer.

Asmundson reported on the following items:

- Agency staff have been actively investigating an odor incident that involved the Shell Puget Sound Refinery.
- Planned upgrades to the agency's air quality monitoring network are progressing well. NWCAA intends to work on expanding its monitoring system, and will propose to the Board an increase in air operating permit fees in the upcoming budget to fund this effort. Asmundson will be communicating with these sources to eliminate any surprises about their fees increasing next year.
- All regulated equipment at major air pollution sources in NWCAA's jurisdiction has been entered into the agency's database, thanks to the efforts of an intern the agency hired for the past three months.
- The Finance Committee (Lindquist, Nyman, and Weimer) will meet at noon, April 9, prior to the Board meeting. The group will be reviewing the preliminary Fiscal Year 2016 budget.

Immediately after the April Board meeting, the Employer/Employee Committee (Campbell, Heinrich, and Lindquist) will meet to review some issues related to the Fiscal Year 2016 budget. (Board members present agreed to these arrangements.)

**New source review and air operating permit update – Agata McIntyre**

Agency Engineering Manager Agata McIntyre reported that in February, the agency received five applications for construction permits, including one for a gas station that will be built at a new Costco store in Bellingham. Costco will shut down the gas station at its existing

Bellingham location once it opens its new store. The existing gas station sells close to 11 million gallons of fuel per year.

The agency issued two construction permits during the month of February.

**Enforcement update – Toby Mahar**

Compliance Manager Toby Mahar reported on enforcement issues that occurred in February. Mahar noted that there were 40 odor complaints in February, 28 of which related to an incident that occurred at the Shell Puget Sound Refinery on February 20, 2015. Agency staff have collected 33 formal affidavits of personal impact for this incident. NWCAA is working with Shell to determine the cause of the problem. Hannold added that he was affected at his home near Oak Harbor. He reported a strong odor with irritating effects. Mahar said many people had real health effects after being exposed to the odors / pollutants, from this incident.

Asmundson added that incidents like this one are one of the reasons it is important to expand the capacity of the agency's monitoring system.

**ADJOURNMENT**

There being no further business to consider, the meeting adjourned at 2:25 p.m.

**CERTIFICATION**

I hereby certify this is a true and correct copy of the minutes of the meeting of the NWCAA Board of Directors held on March 12, 2015, in Mount Vernon, Washington.

ATTEST:

  
Terry Nyman, Secretary  
NWCAA Board of Directors

  
Brian Heinrich, Chair  
NWCAA Board of Directors

DATED: April 9, 2015