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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 9, 2017, at 1600 S. 2nd St., Mount Vernon, Wash.

### **MEMBERS PRESENT:**

Skagit County	Dale Ragan for Joe Lindquist Ron Wesen
Island County	Jim Campbell Keith Higman for Richard Hannold
Whatcom County	Brian Heinrich Carl Weimer

### **ABSENT:**

Terry Nyman

### **ALSO PRESENT:**

NWCAA staff members	Rebecca Brown, Mark Buford, Matt Holmquist, Agata McIntyre, Seth Preston, and Laurie Caskey-Schreiber
Legal counsel	Lisa Keeler for Loch Clark

### **CALL TO ORDER**

Board of Directors Vice Chairman Brian Heinrich called the meeting to order at 1:30 p.m.

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

On a motion by Jim Campbell, seconded by Ron Wesen, the minutes for the Feb. 9, 2017, meeting were approved 5-0.

### **PRESENTATION**

#### **Partners for Clean Air award – Rebecca Brown**

NWCAA air quality inspector Rebecca Brown presented the agency's annual Partners for Clean Air Platinum award to Oak Harbor Public Schools. The district's Transportation Director Francis Bagarella, Facilities and Maintenance Director Brian Hunt, and district staff member John Cooper accepted the award on behalf of the district. Brown noted some of the

innovative practices that the Oak Harbor School District is using to save energy and to protect the health of the school kids:

- Upgrading their school bus fleet. They have replaced 11 (out of 56) diesel school buses with cleaner-emitting, propane-fueled buses. The use of propane-fueled buses protects the students and public by limiting their exposure to smog-producing bus exhaust, which contains toxic tiny particles in the diesel exhaust.
- They have cut energy use by replacing outside lights with LED lighting. Energy savings are estimated at 75%.
- Recycling, using “green” cleaning products and cultivating garden zones at schools to help students take an active role in reducing environmental impacts and conserving resources.
- Installed high-efficiency boilers at North Whidbey Middle School and Hillcrest Elementary, and upgraded pipes at Oak Harbor Elementary School. Both of these projects helped them cut their natural gas use in half.

Board members congratulated the Oak Harbor School District employees for their efforts to reduce air pollution. This year the agency awarded nine Gold and 25 Silver awards to businesses in its three-county jurisdiction.

**ACTION ITEMS**

NWCAA Executive Director Mark Buford informed the Board of Directors that he had recently met with the Advisory Council. They had discussed and agreed upon setting four-year terms for council members, with the option for those terms to be renewed. Almost all of the terms had expired for the current serving members, so Buford crafted a new slate with staggered expiration dates for the existing members. Buford asked the Board to approve this slate as a whole, and from this point forward they will be renewing or filling vacant terms as needed.

**NWCAA Advisory Council  
Proposed Staggered Terms for Board Approval**

Name	County	Most Recent Appointment	Proposed Term Expires
Jeremy Martens	Island	Nov-11	Dec-20
Rudy Allen	Skagit	Nov-11	Dec-17
Rebecca Spurling	Skagit	May-15	Dec-18
Bill Black	Skagit	Sep-15	Dec-19
Polly Dubbel	Skagit	Dec-09	Dec-20
Kathryn Hanowell	Whatcom	Dec-09	Dec-17
Sandy Paris	Whatcom	May-15	Dec-18
Mary Hess	Whatcom	Dec-09	Dec-19
Steve Crockett	Whatcom	Feb-11	Dec-20

**Goals of Proposal**

Limit the number of positions up for renewal each year.

Limit the number from a single county that are up for renewal each year.

Standardize on a December renewal month.

Wesen made a motion to approve the proposed terms and slate of Advisory Council members that the Executive Director has presented to the Board, seconded by Campbell. The motion passed 5-0.

**Bills and claims**

Board members discussed the bills and claims reports for February 2017 (totaling \$496,739.87). Campbell made a motion to approve the February 2017 bills and claims. Wesen seconded the motion, and the Board approved the bills and claims 5-0.

**STAFF REPORTS****Executive Director's report – Mark Buford**

Buford reported to the Board on the following matters:

- Buford recently met with the Advisory Council and presented the fiscal year (FY) 2018 draft budget for their consideration. The Advisory Council members present voted to recommend their approval of the proposed FY 18 budget. Buford will also engage in some outreach with the Advisory Council members who were unable to attend to get their feedback as well.
- On April 13, 2017, at 12:30 p.m. (before the board meeting), the Finance Committee (Campbell, Nyman, and Weimer), will meet with Buford and NWCAA Chief Financial Officer Alicia Huschka to review the draft budget for FY 18.
- Buford recently learned that the U.S. Environmental Protection Agency (EPA) is potentially facing significant cuts to their budget, which may affect the funds that EPA distributes to our State. Washington State may see a reduction as large as 30 percent to the grants that they issue to the local clean air agencies. For NWCAA, this would mean a loss of an additional \$36,000 in FY'18 assuming that the State doesn't pursue similar reductions. Buford believes NWCAA can shift money out of the agency's reserve funds to cover this shortage in the short term. If the situation persists, a more sustainable remedy will be needed. Overall, good planning results in NWCAA being able to weather this storm. Other agencies may not be in as good of a position.
- Buford is still following a bill in the Legislature that would limit a clean air agency's ability to call a burn ban when the temperature falls below 32 degrees. Buford feels the bill isn't necessary because the Agency already grants exemptions in our rules for low-income households, and for homes where wood burning is their only source of heat. Air quality problems frequently occur during cold weather, so local air agencies are trying to offer some alternatives to get at what this bill is trying to accomplish. One thought would be to allow for a six hour enforcement delay on the first day of a Stage One burn ban. Buford will continue to follow this bill.

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

NWCAA Engineering Manager Agata McIntyre reported on the February 2017 construction permit (new source review) activity.

In February the agency received two applications for construction permits and issued one construction permit.

McIntyre stated that although new construction projects have slowed down a bit, the engineers are still very busy working on the renewal of the air operating permits (AOPs) for our large sources. Right now we have 24 AOP sources, and each of these AOPs is on a 5-year renewal schedule. We recently signed three such renewals, and we have three more in the works. The procedure to renew each of these AOPs is a multi-stage process that includes public comment and EPA review, which involves a lot of time and effort on the part of the NWCAA engineers.

**Enforcement update – Matt Holmquist for Toby Mahar**

On behalf of Compliance Manager Toby Mahar, agency air quality inspector Matt Holmquist reported on enforcement issues that occurred in February. NWCAA issued one notice of violation to FPE Renewables for a late submission for their source test report. Holmquist doesn't believe that this case will result in a penalty. Among the four penalty violations issued is one to the Shell Puget Sound refinery for failure to operate and maintain the east flare in good order. This penalty for this violation was \$188,869.

Holmquist added that the compliance inspectors have been diligently working with the gas stations in our jurisdiction to identify any needed fixes to their equipment. One common problem that he has been seeing is vent pipes to the fuel storage tanks missing the pressure vacuum (PV) vent caps. Holmquist noted that when problems are identified, owners typically have been fixing the problems within a couple of weeks.

**ADJOURNMENT**

There being no further business to consider, the meeting adjourned at 2:00 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 9, 2017, in Mount Vernon, Washington.

ATTEST:   
Terry Nyman, Secretary  
NWCAA Board of Directors

  
Joe Lindquist, Chair  
NWCAA Board of Directors

DATED: April 13, 2017