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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, December 14, 2017, at 1600 S. 2nd St., Mount Vernon, Washington.

MEMBERS PRESENT:

Skagit County	Joe Lindquist Ron Wesen
Island County	Jim Campbell Richard Hannold
Whatcom County	Brian Heinrich
Member-At-Large	Terry Nyman

MEMBERS ABSENT: Carl Weimer

ALSO PRESENT:

NWCAA staff members	Mark Buford, Alicia Huschka, Toby Mahar, Agata McIntyre, and Seth Preston
Legal counsel	Loch Clark
Advisory council	Polly Dubbel

CALL TO ORDER

Board of Directors Chairman Joe Lindquist called the meeting to order at 1:30 p.m.

APPROVAL OF PRIOR BOARD MEETING MINUTES

Prior to approval, one change was made to the November 9, 2017 minutes. In the 'Enforcement update' portion of the minutes, Terry Nyman requested that the date of the

registered source fee schedule public hearing be changed to November 16, from November 17, 2017. On motion by Jim Campbell, seconded by Rick Hannold, the minutes for the November 9, 2017, meeting were approved 6-0.

NEW BUSINESS

Appointment of Jill Wood to the NWCAA Advisory Council 2018-2021

NWCAA Executive Director Mark Buford stated that Ms. Wood will add to the public health knowledge base on the Advisory Council and will be an excellent addition. Buford recommended Ms. Wood be appointed by the Board to the Advisory Council.

Motion to appoint Jill Wood to the NWCAA Advisory Council for a four-year term beginning in 2018 and ending in 2021, was made by Rick Hannold, seconded by Ron Wesen, and approved 6-0.

Re-appointment of Terry Nyman to the Board of Directors 2018-2021

Buford stated that Terry Nyman's term as the at-large member of the Board will expire at the end of the year. Mr. Nyman has extensive experience in air quality, including as a past director of NWCAA. Buford recommended that Terry Nyman be re-appointed to the Board of Directors as the member-at-large.

Motion to re-appoint Terry Nyman to the Board of Directors for a four-year term beginning in 2018 and ending in 2021 was made by Rick Hannold, seconded by Jim Campbell, and approved 6-0.

ACTION ITEMS

Resolution 558 – Adopting a fee schedule applicable to sources registered pursuant to NWCAA Section 320

Buford introduced the resolution to adopt a new registered source fee schedule. A public hearing was held on November 16, 2017; no one from the public attended. NWCAA received two written comments not in favor of the fee schedule change. Staff reached out to both of these businesses.

Buford thanked Toby Mahar for all of her hard work and for other staff members' hard work on developing the new registered source fee schedule and for the extensive outreach and education directed to impacted businesses.

Motion to approve Resolution 558 was made by Ron Wesen, seconded by Brian Heinrich, and approved 6-0.

Resolution 559 – Amending a greenhouse gas contract with the Opportunity Council and reallocating unspent funds on a previously approved greenhouse gas project

Buford introduced a resolution to allow NWCAA to use a small amount of remaining money allocated to the greenhouse gas project, the Georgetown University Energy Prize, that is complete, and to transfer the remaining unused funds of \$8,669 to another greenhouse gas project, the Community Energy Challenge, that is ongoing.

Motion to approve Resolution 559 was made by Brian Heinrich, seconded by Jim Campbell, and approved 6-0.

Bills and claims

Board members discussed the bills and claims report for November 2017. Terry Nyman made a motion to approve the November 2017 (\$399,021.46) bills and claims, Ron Wesen seconded the motion, and the Board approved the bills and claims 6-0.

STAFF REPORTS

Director's Report – Mark Buford

• **Weather inversion and Columbia Valley burn ban**

Buford reported that we have been experiencing an unusually strong and lengthy inversion. He explained what an inversion does to the air, and that air pollution builds up over time. Although air conditions in most of the areas in our region were good and/or moderate, the conditions in Columbia Valley were poor. As a result, NWCAA called a burn ban, the first burn ban called in years. Day one was a voluntary curtailment, day two was a Stage 1 burn ban, and day three went to a Stage 2 burn ban, which was in effect for a few days. Buford stated he was proud of our team and the way the burn ban was handled. There has been on-going outreach to the community.

• **United Way**

In 2017, Agency staff contributed \$12,550 to United Way, which is a considerable amount for a small Agency. United Way's 2018 campaign is currently underway and NWCAA will continue to be a strong contributor.

• **Region 10 Air Managers meeting**

Buford recently attended the Region 10 Air Managers meeting held in Seattle. He reviewed a few of the significant topics discussed including wildfires, how to communicate about them and count them as exceptional air events.

• **Jim Campbell's last NWCAA board meeting**

Buford thanked Jim Campbell for his time and contributions to the Board and presented him with a plaque for his service on the board from 2012 to 2017.

New source review and air operating permit update – Agata McIntyre

NWCAA Engineering Manager Agata McIntyre reported on the November 2017 construction permit (new source review) activity. During November, the Agency received one application for a construction permit, issued one permit, and issued one determination that a permit wasn't needed.

McIntyre also discussed the progress of the rule changes that were introduced at the June Board Meeting and noted that the Advisory Council is participating in the review process. McIntyre expressed her sincere appreciation to Advisory Council member Polly Dubbel for her review of the draft rules.

NWCAA recently sent letters and emails to all Registered and Air Operating Permit sources (about 500 facilities) notifying them of the rules changes and asking if they'd like to participate and provide feedback. We received 15 affirmative responses and will send copies of the draft rule documents to everyone who responded, and ask for their review and comment.

Enforcement update – Toby Mahar

Compliance Manager Toby Mahar reported that during the month of November, zero notices of violation were issued, and that the Compliance team has been very focused on the upcoming fee schedule change and associated activities.

ADJOURNMENT

There being no further business to consider, the meeting adjourned at 1:57 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 December 14, 2017, in Mount Vernon, Washington.

ATTEST:  ^{for}  _{TN}

Terry Nyman, Secretary
NWCAA Board of Directors

Joe Lindquist, Chair
NWCAA Board of Directors

DATED: February 8, 2018