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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, October 10, 2019, at 1600 S. 2nd St., Mount Vernon, Washington.

MEMBERS PRESENT:

Skagit County	Mary Hudson Ron Wesen
Island County	Bob Severns Janet St. Clair
Whatcom County	Brian Heinrich
Member-At-Large	Carl Weimer for Terry Nyman

MEMBERS ABSENT:

Satpal Sidhu

ALSO PRESENT:

NWCAA staff members	Mark Buford, Alicia Huschka, Toby Mahar, Agata McIntyre, and Laurie Caskey-Schreiber
Legal counsel	Bob Carmichael

CALL TO ORDER

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

APPROVAL OF PRIOR BOARD MEETING MINUTES

On motion by Brian Heinrich, seconded by Bob Severns, the minutes for the Sept. 12, 2019, meeting were approved 5-0 (*Janet St. Clair arrived shortly after votes on the action items*).

ACTION ITEMS

Resolution 578 – Authorize amending the fiscal year 2020 Operating Fund and Cumulative Reserve Fund Budgets – Alicia Huschka

NWCAA Chief Financial Officer Alicia Huschka presented Resolution 578 for Board approval. This resolution authorizes the Agency to utilize \$330,000 in grant money that NWCAA received from the Department of Ecology to fund the Columbia Valley wood smoke reduction program. The funds were awarded after the fiscal year 2020 budget was adopted.

This resolution authorizes a budget amendment allocating funds to the Columbia Valley woodstove replacement program. The Agency will use \$6,336 of fund balance from the Operating Fund to support the Woodstove program, bringing the total amount for the FY20 Woodstove Program expenses in the Operating Fund to \$336,336. A contract with the Opportunity Council in the amount of \$323,136 has been entered into to facilitate the woodstove change-outs, and \$13,200 will be allocated for NWCAA promotion of the program.

This resolution also allows for excess penalty funds of \$67,000 to be transferred into the Legal Reserve fund and \$200,000 into the Cumulative Reserve fund, with a corresponding transfer-out of the Operating Fund of \$267,000.

Motion to approve Resolution 578 was made by Mary Hudson, seconded by Heinrich, and approved 5-0.

Bills and claims

Board members discussed the bills and claims report for September 2019. Heinrich made a motion to approve the September (\$350,372.44) bills and claims. Severns seconded the motion, and the Board approved the bills and claims 5-0.

EXECUTIVE SESSION

Board members agreed to go into Executive Session at 1:38 p.m. to discuss pending litigation (*estimated to last 20 minutes*). Meeting called back into order at 1:47 p.m.

NEW BUSINESS – Review of Strategic Plan

The Board and the Advisory Council will hold a work retreat on Nov. 14, 2019, at the Padilla Bay Interpretive Center from 10 a.m. to 3 p.m. The Board will conduct their meeting at the beginning of the day, and the Advisory Council will discuss recommendations for the Greenhouse Gas mitigation projects at the end of the day.

NWCAA Executive Director Mark Buford reviewed the existing Agency Strategic Plan with Board members, which was last updated May 2016. The purpose of the Nov. 14 meeting will be to collect ideas and direction from the Board and Advisory Council as to how the Agency should revise and improve upon this plan. Buford would like to learn about members' high-level vision priorities for the Agency, which will assist staff to direct their work.

STAFF REPORTS

Director's report – Mark Buford

Buford reported to the Board on the following matters:

- Over the summer, the Agency held two chipping events in Columbia Valley, which had 120 participants and resulted in the chipping of approximately 50 tons of yard debris. Agency staff have been working hard to decrease the number of days where the particulate level (PM 2.5) is above federally permitted levels. With the funding from the State grant, Agency staff with assistance from the Opportunity Council, hope to replace 25 woodstoves with new ones and install ductless heat pumps as well.
- The Agency is in the process of filling the vacant records officer position. Buford hopes to make a hiring announcement during the November meeting.
- Buford, along with staff from other agencies, have been meeting with the Department of Natural Resources (DNR) staff to weigh in on the new regulations allowing for silvicultural burning in Urban Growth Areas. Buford is hopeful that the DNR will consult with Clean Air Agencies in their plans to issue permits for these types of burns.
- There was also a bill passed in the last legislative session that now allows for Clean Air Agencies to respond to odor and nuisance complaints that are occurring in public access spaces. It is unclear at this time how an agency would respond to situations in waterways.

New source review and air operating permit update – Agata McIntyre

NWCAA Engineering Manager Agata McIntyre reported on the September 2019 construction permit (new source review) activity.

During September, the Agency received three applications for construction permits.

One of the construction permits received was from the Mt. Baker Ski Area. They operate isolated from the power grid, so they use engines (mainly diesel fired) to generate power for the resort. The permit application is for 14 diesel and 2 propane-fired engines totaling more than 3,000 horsepower.

Enforcement update – Toby Mahar

NWCAA Compliance Manager Toby Mahar reported that the Compliance team issued 12 alleged violations during the month of September. Several of the alleged violations cited registered sources who had not paid their 2019 registration fee. Agency staff also issued eight penalty orders.

Mahar reported that the Washington State Court of Appeals recently ruled in the Agency's favor regarding the Brooks Manufacturing Company appeal of an order to apply for a permit for replacement of a baghouse at the facility.

ADJOURNMENT

There being no further business to consider, the meeting adjourned at 2:40 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 Oct. 10, 2019, in Mount Vernon, Washington.

ATTEST: 

Terry Nyman, Secretary
NWCAA Board of Directors



Ron Wesen, Chair
NWCAA Board of Directors

DATED: November 14, 2019