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BOARD MEETING MINUTES

The meeting of the Board of Directors of the Northwest Clean Air Agency was held at 10:00 a.m. Thursday, Nov. 14, 2019, at Padilla Bay Research Center 10441 Bayview-Edison Road, Mount Vernon, Washington.

MEMBERS PRESENT:

Skagit County	Mary Hudson Ron Wesen
Island County	Bob Severns Janet St. Clair
Whatcom County	Brian Heinrich Satpal Sidhu (joined meeting at 1:30 p.m.)
Member-At-Large	Terry Nyman

ADVISORY COUNCIL PRESENT:

Bill Black, Steve Crockett, Polly Dubbel,
Sandy Paris, Carl Weimer, John Wolpers, Jill Wood

ADVISORY COUNCIL ABSENT:

Kathryn Hanowell, Mary Hess, Jeremy Martens, Rebecca Spurling

ALSO PRESENT:

NWCAA staff members	Mark Buford, Alicia Huschka, Toby Mahar, Agata McIntyre, Seth Preston
Legal counsel	Bob Carmichael
Work Session Facilitator	Michelle Gislason

CALL TO ORDER

Board of Directors Chairman Ron Wesen called the meeting to order at 10:00 a.m.

APPROVAL OF PRIOR BOARD MEETING MINUTES

On motion by Brian Heinrich, seconded by Mary Hudson, the minutes for the October 10, 2019, meeting were approved 4-0 (Terry Nyman abstained; Janet St. Clair arrived shortly after approval of minutes, and bill and claims).

ACTION ITEMS

Bills and claims

Board members discussed the bills and claims report for October 2019. Brian Heinrich made a motion to approve the October (\$420,883.71) bills and claims. Bob Severns seconded the motion, and the Board approved the bills and claims 5-0.

STAFF REPORTS

Director's report – Mark Buford

Buford reported to the Board on the following matters:

- First quarter financial report is in the packet for the Board's review. In the interest of time, the report was not presented during the meeting.
- The Agency hired Traci Faught, new Records Officer, which was a new position created upon the retirement of Gail King. Traci started work on November 5, 2019.
- Buford attended the National Association of Clean Air Agencies (NACAA) meeting, which was recently held in Washington, D.C.
 - California fuel economy standards – the U.S. Environmental Protection Agency (EPA) wrote a letter to California saying the state's rule update through its State Implementation Plan (SIP) is out of order. In terms of fairness, EPA will now send letters to all states that SIPs are not approved. NWCAA's SIP was sent six months ago to the State Department of Ecology. Ecology's role is to transmit the SIP to EPA.
 - Good meetings with Senate Majority staff, inquired about WERA act, which would provide funds for woodstove replacements. There appears to be bipartisan support for this legislation.
 - Buford reported that the NACAA meeting was positive and well worth attending.
- Buford attended the Pipeline Safety Trust meeting, which was recently held in New Orleans.
- Whatcom County has been working on code amendments for fossil fuel. Agata McIntyre, Buford, and Bob Carmichael submitted comments on the amendments and were invited to the Whatcom County Planning Commission meeting. Buford spoke at

the meeting. The process is ongoing. NWCAA continues to work with the Planning Department as they have questions regarding emissions of greenhouse gases.

- In relation to the \$500,000 of greenhouse gas money available, and at the request of the Advisory Council, Buford researched the cost and benefit of building out the solar panel array at NWCAA's office. With this proposed solar panel addition, we would generate more energy than we use in a year. The cost estimate needs to be revised for prevailing wages.
- Buford reported that the Agency van has been working well this month.
- Restroom remodel project: The budget for this project is \$50,000 as approved by the Board with a budget amendment in August 2019. Two bids were received and were within \$246 of each other; however, both bids were higher than the project budget. It is anticipated that the full cost of the project including any change orders would be in the \$75,000 range. Buford informed the Board and requested that staff wait to present a budget amendment until the close of the project since the full amount needed is not yet known. The Board was supportive of this approach.

New source review and air operating permit update – Agata McIntyre

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

During October, the Agency received three applications for construction permits and issued two construction permits.

Enforcement update – Toby Mahar

NWCAA Compliance Manager Toby Mahar reported that the Compliance team issued five enforcement actions and issued two penalties during the month of October 2019. Overall, complaints have been lower than normal for this time of year. The compliance team has been working with Tri-County Dead Stock who provide collection service of dead large animals. They are working with Whatcom County on permitting and improvement of their facility to address odor impacts.

WORK SESSION - STRATEGIC PLAN

Buford opened with comments about updating the Agency's Strategic Plan. Buford introduced Michelle Gislason, facilitator for this work session. The goal of the work session is to obtain high level input from the Board to enable staff and the advisory council to draft the scheduled update to the strategic plan.

ADJOURNMENT

There being no further business to consider, the meeting adjourned at 2:50 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 Nov. 14, 2019, in Mount Vernon, Washington.

ATTEST: 

Terry Nyman, Secretary
NWCAA Board of Directors



Ron Wesen, Chair
NWCAA Board of Directors

DATED: December 12, 2019