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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, April 9, 2020, via teleconference.

MEMBERS PRESENT:

Skagit County	Mary Hudson Ron Wesen
Island County	Bob Severns Janet St. Clair
Whatcom County	Todd Donovan Brian Heinrich
Member-At-Large	Joe Lindquist for Terry Nyman

ALSO PRESENT:

NWCAA staff members	Mark Buford, Alicia Huschka, Toby Mahar, Agata McIntyre, and Laurie Caskey-Schreiber
Legal counsel	Svend Brandt-Erichsen

CALL TO ORDER

Board of Directors Chairman Bob Severns called the meeting to order at 1:31 p.m.

APPROVAL OF PRIOR BOARD MEETING MINUTES

On a motion by Brian Heinrich, seconded by Janet St. Clair, the minutes for the March 12, 2020, meeting were approved 7-0.

ACTION ITEMS

Resolution 581 – Adopting amended rules by NWCAA

NWCAA Executive Director Mark Buford explained that the Agency held a public hearing on April 8, 2020 regarding the proposed rule changes. Agency staff received a comment from the public that they will need additional time to respond to, so NWCAA will delay voting on this resolution. Resolution 581 will likely be brought forth for adoption during the May Board meeting.

Bills and claims

Board members discussed the bills and claims reports for March 2020 (totaling \$382,165.25). Heinrich made a motion to approve the March 2020 bills and claims. Joe Lindquist seconded the motion, and the Board approved the bills and claims 7-0.

STAFF REPORTS

Executive Director's report – Mark Buford

Buford reported to the Board on the following matters:

- Buford and Chief Financial Officer Alicia Huschka met via teleconference with Finance Committee members prior to the Board meeting (Mary Hudson and Brian Heinrich – Janet St. Clair was unable to participate) and presented the fiscal year FY 2021 draft budget for their consideration. The participating members supported the budget coming to the full Board in May, with no recommendations for any changes. The Board will vote on the FY 2021 budget at their June meeting.

The Advisory Council also reviewed the budget during their meeting March 26, 2020. The group unanimously supported the proposed FY 2021 budget moving forward without any suggested changes.

- Clean Air Agencies are considered as part of the essential workforce during the COVID-19 crisis. However, staff will continue to work remotely to aid in reaching the goals of Governor Inslee's stay-at-home order. NWCAA has subscribed to the GoToMeeting online meeting platform, which is working for the Agency's needs.
- There has been some discussion about the Agency's ability to call an air quality burn ban. There has been an uptick in outdoor burning, due to good weather in our region and more people spending time at home due to the COVID-19 crisis. However, the air quality has not exceeded the threshold necessary before NWCAA can legally call for a burn ban. Regionally speaking, air quality is good. The Agency has asked the public to avoid burning at this time to try to address some of the air quality problems that are arising from outdoor burning.
- The U.S. Environmental Protection Agency (EPA) recently issued a letter stating that they will alter enforcement actions during the COVID-19 crisis. Buford explained that the EPA isn't the primary enforcement agency for the Clean Air Regulations – the Local Clean Air Agencies (including NWCAA) are. The Federal government delegated this responsibility to NWCAA and other Clean Air Agencies long ago.

NWCAA has been clear that we continue to expect full compliance with all applicable requirements. NWCAA will be reasonable in our response, which is similar protocol to our normal operations.

- EPA will soon be reviewing the Department of Ecology's proposed non-attainment area for the Intalco Aluminum smelter. Once EPA makes a determination (expected later in 2020), Ecology will have to announce a plan to reduce the sulfur dioxide levels near the Intalco facility. Public outreach and meetings will likely take place in the coming months regarding this decision.
- The Agency hired a new Atmospheric Measurements Manager to replace Axel Franzmann, who is set to retire at the end of May. The new employee will start May 11, 2020. NWCAA also recently hired an Engineer to replace Dan Mahar, who will retire April 30, 2020.
- Buford intends to bring forth a budget amendment resolution next month to allow for the payment of the restroom remodel project, replenish the special legal services budget, and to address the possible acquisition of a new air monitoring equipment maintenance van.

New source review and air operating permit update – Agata McIntyre

NWCAA Engineering Manager Agata McIntyre reported on the March 2020 construction permit (new source review) activity.

In March, the Agency received seven applications for construction permits and issued three construction permits.

McIntyre discussed the application that the Agency received for Tesoro's new control device, which will combust vapors from marine vessel loading operations. This project was initially proposed as part of their xylene project application, which has since been cancelled. Subsequently, they decided to proceed with this environmental measure, which may address some odor-related issues and reduce emissions of volatile organic compounds from marine vessel loading.

Enforcement update – Toby Mahar

NWCAA Compliance Manager Toby Mahar reported that the Agency issued two violations in March. The Bakerview Shell violation has been resolved. The Lund family was cited for burning demolition debris from illegal recreational vehicle dismantling and disposal activities as part of a multi-agency response to the property.

Large sources reported process upsets during the period, but the excess emissions do not appear to be significant based on initial reporting and none of the events were related to COVID-19 impacts.

NWCAA did not issue any penalties in this reporting period.


Outdoor burning complaints have increased.

ADJOURNMENT

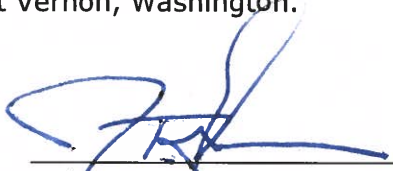
There being no further business to consider, the meeting adjourned at 2:09 p.m.

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 April 9, 2020, in Mount Vernon, Washington.

ATTEST: 

Terry Nymen, Secretary
NWCAA Board of Directors



Bob Severns, Chair
NWCAA Board of Directors

DATED: May 14, 2020