



1600 South Second Street  
Mount Vernon, WA 98273-5202  
ph 360-428-1617  
fax 360-428-1620  
info@nwcleanairwa.gov  
www.nwcleanairwa.gov

## **BOARD MEETING MINUTES**

The meeting of the Board of Directors of the Northwest Clean Air Agency was held at 1:30 p.m. Thursday, June 11, 2020, via video conference.

### **MEMBERS PRESENT:**

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

**MEMBERS ABSENT:** Brian Heinrich

**ADVISORY COUNCIL:** Sandy Paris

### **ALSO PRESENT:**

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

### **CALL TO ORDER**

Board of Directors Chairman Bob Severns called the meeting to order at 1:32 p.m.

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

On motion by Todd Donovan, seconded by Mary Hudson, the minutes for the May 14, 2020, meeting were approved 6-0.

**ACTION ITEMS****Resolution 583 – Authorize supplemental (per capita) income for fiscal year 2021 in the amount of \$153,762 – Alicia Huschka**

NWCAA Chief Financial Officer Huschka presented Resolution 583 for Board approval. This resolution authorizes the collection of supplemental income for calendar year 2021 in the amount of \$153,762 from cities, towns, and counties based on a \$0.35 per capita rate. Huschka noted that the rate has not changed since 1989. The small increase is due to small increases in population.

Motion to approve Resolution 583 was made by Janet St. Clair, seconded by Donovan, and approved 6-0.

**Resolution 584 – Approve Operating and Reserve Fund budgets for fiscal year 2021 – Alicia Huschka**

Huschka presented Resolution 584 to approve the FY 2021 budgets for the Operating Fund and Reserve Funds.

<b>Fund</b>	<b>Total Revenues</b>	<b>Total Expenses</b>	<b>Net Transfers In (Out)</b>
<b>Operating Fund</b>	\$4,438,537	\$4,742,525	\$75,251
<b>Capital Replacement</b>	\$1,100	\$0	\$0
<b>Personnel Costs Reserve</b>	\$1,600	\$0	\$0
<b>Cumulative Reserve</b>	\$4,300	\$0	\$(62,000)
<b>Legal Expense Reserve</b>	\$900	\$0	\$0

Hudson made a motion, seconded by Donovan, to approve Resolution 584. The Board approved the resolution 6-0.

**Resolution 585 – Establish the fiscal year 2021 budget for Supplemental Environmental Projects Fund – Alicia Huschka**

Huschka presented Resolution 585 to establish the FY 2021 budget for greenhouse gas mitigation projects previously approved by the Board.

<b>Fund</b>	<b>Total Revenues</b>	<b>Total Expenses</b>	<b>Net Transfers In (Out)</b>
<b>Supplemental Environmental Projects</b>	\$4,500	\$225,000	\$(13,251)

Donovan made a motion, seconded by Terry Nyman, to approve Resolution 585. The Board approved the resolution 6-0.

**Bills and claims**

Board members discussed the bills and claims report for May 2020. Hudson made a motion to approve the May 2020 bills and claims totaling \$389,518.81. Nyman seconded the motion, and the Board approved the bills and claims 6-0.

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

Buford reported to the Board on the following matters:

- The data collected for 2017, 2018, and 2019 indicate that the sulfur dioxide (SO<sub>2</sub>) emissions at the Ferndale ALCOA Intalco Aluminum smelter exceeded the National Ambient Air Quality standards. This will result in the U.S. Environmental Protection Agency (EPA) establishing a non-attainment zone in Whatcom County. NWCAA and Ecology have demonstrated that the nonattainment area boundary is very near the fence-line boundaries of the Intalco plant. However, EPA can make a different determination.

The Department of Ecology was prepared to make a formal recommendation for the geographic boundary of the non-attainment area in Whatcom County. Due to a court-ordered deadline, however, there was not enough time for Ecology to conduct the required public comment period and get the recommendation to EPA in a timely manner. As a result, the State did not provide EPA with a recommended boundary of the nonattainment area, but rather provided EPA with the technical report which is the basis of such a recommendation. To avoid leaving EPA without an official recommendation, NWCAA submitted the recommendation to EPA as to the appropriate boundaries for the non-attainment zone in Whatcom County based on the technical work completed by NWCAA and Ecology. It is the recommendation that the State would have provided EPA if they could have. The NWCAA recommendation does not carry the weight of a State recommendation as prescribed in the Federal Clean Air Act. However, the EPA is going to identify a nonattainment area and the NWCAA letter was the best way to formally communicate what the NWCAA believes the boundary should be.

- The Agency now has a COVID-19 infectious disease preparedness and response plan. Buford plans to reopen the Agency to the public in Phase 3, but there will likely have to be some rotation of staff in the office. Currently inspectors are conducting inspections at outdoor facilities such as gas stations wherever possible, and developing strategies to safely be onsite at more restricted facilities. This generally tracks what the other local clean air agencies in Washington are doing.
- Buford reminded Board members that the Board will not meet in July. The next Board meeting will be on August 13.

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

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

During May 2020, the agency received three applications for construction permits and issued four construction permits.

One of the applications was from Farm Power Rexville, who operates an anaerobic digester. They are modifying their existing flare to now have a pilot flame. This is a necessary change, because the existing flare operates with spark ignition, which can fail to ignite the biogas sent to the flare under certain conditions. This can cause the release of un-combusted biogas which contains hydrogen sulfide (H<sub>2</sub>S). H<sub>2</sub>S emissions can be very dangerous to human health. This problem wasn't anticipated when the permit was originally issued.

**Enforcement update – Toby Mahar**

NWCAA Compliance Manager Toby Mahar reported that the Agency issued one violation during the reporting period involving the Phillips 66 refinery. The refinery released excess carbon monoxide emissions from its Catalytic Cracking Unit.

The Agency issued no penalties during the reporting period.

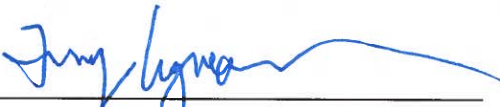
**ADJOURNMENT**

There being no further business to consider, the meeting adjourned at 2:29 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 June 11, 2020, in Mount Vernon, Washington.

ATTEST:

  
\_\_\_\_\_  
Terry Nyman, Secretary  
NWCAA Board of Directors

  
\_\_\_\_\_  
Bob Severns, Chair  
NWCAA Board of Directors

DATED: August 13, 2020