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BOARD MEETING MINUTES

The Board of Directors of the Northwest Clean Air Agency met at 1:30 p.m. Thursday, April 13, 2023, at 1600 South Second Street, Mount Vernon, WA.

MEMBERS PRESENT:

Skagit County	Mary Hudson Ron Wesen
Island County	Melanie Bacon Tara Hizon
Whatcom County	Todd Donovan Brian Heinrich
Member-At-Large	Terry Nyman

ALSO PRESENT:

NWCAA staff members	Mark Buford, Alicia Huschka, Toby Mahar, Agata McIntyre, Seth Preston, and Laurie Caskey-Schreiber
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CALL TO ORDER

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

APPROVAL OF PRIOR BOARD MEETING MINUTES

On motion by Mary Hudson, seconded by Tara Hizon, the minutes for the March 9, 2023, meeting were approved 6-0. (*Melanie Bacon arrived shortly after the vote.*)

OLD BUSINESS & PRESENTATION

Community Energy Challenge project update –

Mark Scholfield, Community Energy Challenge Manager at the Opportunity Council, Rose Lathrop, Interim Executive Director, and Emily Kubiak, from Sustainable Connections, gave a project update on the Community Energy Challenge, which has received funding from NWCAA's Greenhouse Gas mitigation funds.

For the past several years the program has been successfully serving NWCAA's three county region. The group listed some of their recent accomplishments.

- Expanded weatherization projects into multi-family units.
- Retrofitted various commercial businesses and non-profits to reduce their energy consumption.
- Worked with single family owners to achieve 85% reduction in their energy use.
- Overall, in the three-county area, they have serviced 1,050 homes, reducing 7,6756 metric tons of CO₂ annually.
- They successfully used the NWCAA funds to leverage State and Federal funding.

Bills and claims

Board members discussed the bills and claims reports for March 2023 (\$398,627.46). Todd Donovan made a motion to approve the March 2023 bills and claims. Brian Heinrich seconded the motion, and the Board approved the bills and claims 7-0.

STAFF REPORTS

Director's report – Mark Buford

Buford reported to the Board on the following matters:

- Buford stated that ALCOA has referenced a permanent shutdown of the Intalco Aluminum smelter in company financial documents. NWCAA does not regulate this industry. Primary aluminum smelting is regulated by the department of Ecology. But if another industry starts up at this site, and it's not an aluminum plant, then the Agency would have jurisdiction over that operation. There are reports that AltaGas / Petrogas is attempting to acquire the site. There are other reports that Alcoa is soliciting bids for demolition at the site. NWCAA has concerns that the Department of Ecology is not positioned well to address asbestos issues that may result from demolition.
- San Juan County is still interested in re-joining our jurisdiction. Ecology is considering providing financial support for their monitoring system, which the San Juan County staff could physically manage. With this component in place, Buford is feeling more optimistic about the change. However other details will still need to be worked out. The earliest that this change could take effect would be July 1, 2024.
- Prior to the Board meeting today, Agency staff met with the Finance Committee

(Hizon, Wesen, & Heinrich) to discuss the Fiscal Year (FY) 2024 Budget. The Finance Committee expressed support for the budget as presented. The full Board will review the budget during the May Board meeting.

- The Skagit upriver garbage burning reduction pilot project has an updated budget that will exceed the current FY 2023 budget; however, the additional budget will be added to the proposed FY 2024 budget, as the project will span the two years. This project is funded with Capital Replacement Reserve funds. Similarly, the Agency has received a bid for the replacement and installation of a fire alarm system and a separate security alarm system. The estimated project cost exceeds the current FY 2023 budget; however, the additional budget will be added to the proposed FY 2024 budget. Most project expenses will occur in the new fiscal year. This project is funded by the Cumulative Reserve fund. Before executing agreements for these projects, Buford wanted to update the Board on the project costs and budget implications. Board members indicated their support for moving these projects forward, realizing project budgets will be included in the FY 2024 proposed budget.

New source review and air operating permit update – Agata McIntyre

NWCAA Engineering Manager Agata McIntyre reported on the March 2023 construction permit (new source review) activity.

- The Agency received ten applications for construction permits and six new construction permits were issued.
- One of the permit applications was for a new facility, called Tidal Vision, located in Bellingham. Their operation will extract chitosan from shellfish shells. A side product from this process is Nitrogen Oxide, which is why they needed a permit from the Agency.
- Two permit approvals were for Silfab Solar, both involved changes to their permits to accommodate their business expansion.

Enforcement update – Toby Mahar

NWCAA Compliance Manager Toby Mahar reported on March 2023 enforcement and provided the following highlights of compliance activities.

- NWCAA issued the following three Notice of Violations (NOVs) in March:
 - **Case 4639** – Safeway Gas Station, Anacortes modified equipment without getting a permit.
 - **Case 4640** – Individuals on property owned by Nathan & Rebekah Balcom (as an inherited estate) were burning prohibited materials.
 - **Case 4641** – 7th violation issued to Hannegan Properties for nuisance odors from the facility – the odors were a result of restarting the lagoon aeration system after an extended equipment outage.

Two penalties (Cases **4628 & 4630**) were issued to Rick Carlson for illegal outdoor burning of prohibited materials in two counties.

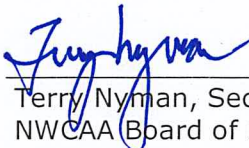
Complaint load for March was normal. Most of the complaints received, involved outdoor burning of prohibited material.

ADJOURNMENT

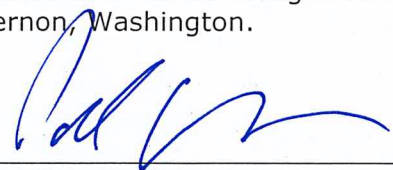
There being no further business to consider, the meeting adjourned at 2:55 p.m.

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 13, 2023, in Mount Vernon, Washington.

ATTEST: 

Terry Nyman, Secretary
NWCAA Board of Directors



Ron Wesen, Chair
NWCAA Board of Directors
Todd Donovan for RW

DATED: May 11, 2023

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