



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, November 9, 2023, at 1600 South Second Street, Mount Vernon, WA.

MEMBERS PRESENT:

Skagit County	Mary Hudson Ron Wesen
Island County	Melanie Bacon via ZOOM
Whatcom County	Todd Donovan via ZOOM Eric Johnston
Member-At-Large	Terry Nyman

MEMBERS ABSENT: Tara Hizon

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 Chair 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 Terry Nyman, the minutes for the Oct. 12, 2023, meeting were approved 6-0.

ACTION ITEMS

Bills and claims

Board members discussed the bills and claims reports for October 2023. Hudson made a motion to approve the October (\$379,766.41) 2023 bills and claims. Eric Johnston 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:

- Buford's tenure as co-President of the National Association of Clean Air Agencies (NACAA), has now concluded. Buford gave a summary of the organization's accomplishments this past year. NACAA submitted approximately 40 comments or letters to influence policy making decisions at the federal level, including testifying before Congress.
- Everything is moving forward with San Juan County's plan to re-join NWCAA's jurisdiction. Buford recently met with the San Juan County Manager and Environmental Health Director. He estimates it will cost NWCAA approximately \$25,000 in the first year to implement the program there, along with the participation of some of their staff. Their per capita generates about \$9,000 per year, which a portion of these funds will be funneled back to San Juan County to support a fire marshal program there.

NWCAA's legal counsel will be developing a checklist of steps that need to be taken to make this change official. Whatcom, Skagit, and Island counties will have to adopt resolutions to approve the re-joining of San Juan County to NWCAA's jurisdiction. Legal counsel for the Agency, Svend Brandt-Erichsen, will draft the necessary resolutions for adoption, and Buford will be working with County administrators in 2024 to get these on each council's docket.

- Buford will soon be attending the Environmental Protection Agency's Region 10 annual meeting. During this meeting they will get updates regarding the new standard for particulate matter (PM). Currently there are four areas in Washington State that will be in non-attainment when the new PM standard goes into effect. None of these areas are in NWCAA's jurisdiction.
- Recently there was shade analysis done on the Agency building to determine the production level of the new solar panels being installed. The project will need to add 6-9 more panels to meet the desired 80% power offset of the Agency's power usage.
- The water leak near the men's restroom and break room has been fixed. The break room had some drywall repair done and will need new carpet. While determining the extent of the leak, they discovered a sagging water pipe under the Agency's parking lot. The pipe doesn't pose an immediate problem but could be an issue in the future.

- The replacement and installation of an intrusion alarm system at the NWCAA office building has been completed and is operational. The replacement of the fire alarm system and installation of the new system is currently underway. Hopefully within the next few weeks, this project will be finished.
- It was recently determined that the six electric vehicle charging stations the Agency plans to install will have to be slightly altered to accommodate adding a handicap (ADA) parking spot, which will take up one more space than what was originally planned for. The EV charging stations will replace seven parking stalls in the NWCAA lot.

New source review, air operating permit, and rule change update – Agata McIntyre

NWCAA Engineering Manager Agata McIntyre reported on the October 2023 construction permit (New Source Review) and Air Operating Permit activity.

The Agency received one application for a construction permit and issued one permit decision.

McIntyre noted that the application received was from the Haskell Corporation in Bellingham. This company manufactures steel for construction projects, and they are installing a laser cutting table, with a dust collector, to cut the steel.

McIntyre also reported that Agency staff have been working on updating our rules, specifically the sections that pertain to public records regulation and the definition sections. They will also update NWCAA regulation Section 104, adoption-by-reference of state and federal rules. A public hearing will take place on Dec. 5, 2023, and then they will be presented to the Board for adoption at the Dec. 14, 2023, meeting. If the rule changes approved at that meeting, they will go into effect 30 days later, on Jan. 14, 2024.

Enforcement update – Toby Mahar

NWCAA Compliance Manager Toby Mahar reported that NWCAA issued four notices of violation (NOV) in October.

- Case No. 4687 – was a NOV issued to Ideal Rent All for a failure to submit an application for a new concrete batch plant. NWCAA staff have been working with the City of Mount Vernon regarding this business.
- Case No. 4688 – NWCAA has issued a NOV to Bell Lumber and Pole (formerly Oeser's) for excess visible emissions from their wood fired boiler. This is a 100-year-old boiler, the new operators are having issues consistently meeting opacity requirements.

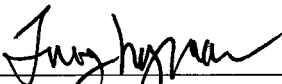
Mahar also reported that there were two upsets at the Phillips 66 Refinery, involving their Fluid Catalytic Cracking unit that the agency is investigating.

ADJOURNMENT

There being no further business to consider, the meeting was adjourned at 2:12 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 November 9, 2023, in Mount Vernon, Washington.

ATTEST: 

Terry Lyman, Secretary
NWCAA Board of Directors



Ron Wesen, Chair
NWCAA Board of Directors

DATED: December 14, 2023