

OLYMPIC REGION CLEAN AIR AGENCY
2940 B Limited Lane NW
Olympia, Washington 98502

BOARD OF DIRECTORS MEETING

April 9, 2014

Members present: Phil Johnson, Jefferson County (Chair)
Jim Cooper, City of Olympia
Karen Valenzuela, Thurston County (Vice Chair)
Steve Rogers, Pacific County
Dan Di Guilio, City of Port Angeles
Cynthia Pratt, City of Lacey
Wes Cormier, Grays Harbor County
Tim Sheldon, Mason County

Members absent: Mike Doherty, Clallam County

Legal Counsel: Jeff Myers of Law, Lyman, Daniel, Kamerrer and Bogdanovich

Staff Present: Fran McNair, Executive Director; Robert Moody, Compliance Supervisor; Mark Goodin, Professional Engineer; Odelle Hadley, Senior Air Monitoring Technician; Mark Moore, Network Administrator/Air Monitoring Technician; Lynn Harding, Administrative Services Manager; and Debbie Moody, Office Manager/Recorder

The meeting was called to order at 10:04 a.m.

Johnson asked if there were any additions or omissions to the Agenda. Cooper moved approval of the Agenda. Cormier seconded the motion and it carried unanimously.

CHAIR REPORT

Board Officer Elections

Johnson stated as current Chair he would like to nominate Steve Rogers. Valenzuela asked if Johnson was willing to continue as Chair. Johnson stated he was not. Di Guilio moved closing of nominations. Cooper seconded and it carried unanimously. Johnson called for a vote on Rogers becoming Chair. It was unanimous. Johnson passed the gavel.

Rogers asked for nominations for Vice Chair. Pratt nominated Cooper as Vice Chair. Johnson seconded the nomination. There were no further nominations. Rogers called for the vote for Cooper to serve as Vice Chair and it carried unanimously.

APPROVAL OF MINUTES

Rogers asked for approval of the Minutes. Johnson moved approval of the Minutes. Cooper seconded the motion and it carried unanimously.

APPROVAL OF EXPENDITURES AND DISBURSEMENTS

Rogers noted the Expenditures and Disbursements consisted of Warrants and wire transfers 63005536 through 63005582 in the amount of \$60,488.46; and Payroll 390994 through 391010 and 3056863 in the amount of \$115,735.50 for March 8, 2014 through April 4, 2014. Cooper moved approval of the Expenditures and Disbursements. Pratt seconded the motion and it carried unanimously.

PUBLIC COMMENT / PUBLIC HEARING / PRESENTATION

There were no public in attendance; no hearings; and, no presentations.

NEW BUSINESS

Finance Committee Report

Pratt explained the committee went through the income statement and projections for the current year, as well as looking at the Fiscal Year 2015 budget. Pratt noted the move went over its original budget by approximately \$2,000.00 and staff purchased an upgraded phone system at the cost of approximately \$8,000.00. The FY15 budget included \$5,000.00 for a salary survey and it was requested that item be brought before the Board for discussion.

Valenzuela explained staff added \$5,000.00 to the budget to do a salary survey and because Cooper had originally requested the survey, wanted to be sure of Cooper's intent. Valenzuela preferred to have the salary comparison done in house by staff and not spend money on it. McNair explained she was looking for an outside company so the Board was assured it was objective. Johnson agreed with Valenzuela that staff should go ahead and do the survey in house. Valenzuela noted time is of the essence as the salary survey is included in the FY15 budget which must be approved by June.

McNair noted we have included a 2% COLA for consideration and we can work on the salary survey during the next fiscal year. Cooper asked how many vacancies there were in staff, noting it is important to check on each position as they open. Cooper also felt it wasn't necessary to spend Professional Services money for the survey as it can be done in house. Cooper thought a sub-committee of the Board could assist in the process. Cooper stated he would be happy to assist. Rogers noted Cooper and staff, along with any other member that would like to assist should set up a meeting and bring back information for the next meeting. The Board agreed.

Valenzuela pointed out that staff spent \$36,000 on unexpected expenditures in making the move and a new telephone system and all within the current budget. McNair stated the budget will be posted online immediately following the Board meeting today. She also noted we would remove the \$5,000.00 for the salary survey. Johnson stated he felt the money was well spent on the move and phone system. Valenzuela agreed.

UNFINISHED BUSINESS

Interlocal Agreements between Fire Districts and ORCAA re: burn permits

McNair stated Cooper had requested additional information on the agreements we have with fire districts regarding burn permits.

R.Moody noted we currently have agreements with nine fire protection districts throughout our jurisdiction. These agreements came about when they requested local control with their citizens. The authority, which allows us to enter into these agreements, is given to us in 70.94 RCW. ORCAA took over land clearing permitting approximately 10 years ago. At that time there were 4 entities that wanted to do their own permitting; Clallam County Fire Districts #2 and #3, Mason County, and Pacific County Fire District #1. Since that time we have added other entities in Jefferson and Grays Harbor counties. R.Moody noted the agreements are simple – they issue permits for land clearing and residential burning, respond to complaints and ORCAA will provide public education in the form of brochures, newsletters, etc. as well as enforcement if needed.

R.Moody explained the districts and ORCAA both agree the agreements work and serve the communities well. Di Guilio asked if the ORCAA waits for a district to make the requests and R.Moody stated we do.

Rogers asked if the districts have authority to issue summer burn bans. R.Moody stated under their own rules, they do have that authority.

Cooper noting the policy states we *may* delegate the authority; has the Board taken a policy stance that ORCAA would like to delegate the authority. McNair stated it has not been stated in her time with the Agency. Cooper asked if the agreements are available online. R.Moody stated they are not. Cooper requested a copy be sent to the Board electronically. Cooper noted he appreciates and likes the local control and local promotion of clean air, but he reads the policy that it is ORCAA's responsibility to maintain effective administration of the program and would like to know what kind of data we are gathering about the permits in the areas (who is using them, the frequency of volume, how often ORCAA is involved in enforcement, etc.). Cooper felt it was important for ORCAA to maintain a picture of the areas we are delegating(?) our authority.

R.Moody explained the number of times we have had to respond to citizen complaints in those designated areas can be counted on one hand. We have had some ups and downs with the program, for instance changes of personnel can determine if we take an area back. We are readily available to step in and take over an area if need be. Cooper asked if we would have the data, in the specified areas, to show how many permits there have been so that we might be able to identify whether or not we need to change the regulations in those areas such as we have been discussing for Thurston County. R.Moody stated we do not have numbers of fires permitted however we could request that data from the districts. Cooper felt there should be some sort of mandatory reporting to ORCAA.

There was further discussion, with both Valenzuela and Sheldon voicing their support of the current agreements with the districts. There was no action required of the Board.

DIRECTOR'S REPORT

Compliance Update

R.Moody noted we are into our inspection season so we have been busy. We are about to enter the dust/odor complaint season, along with outdoor burning. R.Moody noted inspectors have been attending source tests and Goodin will go into further detail during his presentation.

Permit Actions

Goodin explained he, along with R.Moody and Mike Shults witnessed source testing at Silver Springs Organics, a compost facility in Thurston County. Goodin explained the source test is complex and set up in several stages. Goodin stated it is interesting to note the facility has a lot of hog fuel they sell on the market however they have a backlog because there aren't currently enough buyers. They had anticipated four new biomass facilities in the area and currently there is only one (Nippon). A lot of the debris is being taken to the landfill. Goodin added, as far as greenhouse gases go, having the woody debris decompose naturally or burned in a biomass boiler with controls, the same amount of carbon goes into the atmosphere as carbon dioxide.

Hadley did add that taking the debris to the landfill does generate more methane, which is a much stronger greenhouse gas than carbon dioxide. Rogers noted it appears to be an industry-wide problem, businesses struggling to deal with wood waste.

Air Quality Summary

Hadley stated we are moving into the clean season and the monitors are showing 31 good air quality days at all the monitors other than Aberdeen and Raymond—where we had instrument malfunctions and were unable to collect data.

Hadley explained we have collocated a new nephelometer and ran it along with the old one to correlate the results. Ecology would like to keep the new nephelometer permanently at our Lacey site.

The Saturation Study in Clallam County has been completed and the monitors have been removed, Hadley noted. We will analyze the data and determine if the Steven's Middle School site is still the best location for our permanent monitors. Hadley explained we did leave the meteorological station at the Port Angeles Fire Station because it will continue to be used for the Ultra-Fine Particle Study.

Hadley stated she did make a presentation in Clallam County to approximately 10 members of the community from both Jefferson and Clallam Counties. They were interested in what was installed at the fire station, Hadley explained. Hadley noted she explained the difference between the Saturation Study and the Ultra-Fine Study and allowed them to see the instruments. Hadley stated she had also given the citizens the guidelines on siting the Saturation Study monitors in Port Townsend, and we have received several sites, contact information, and comments about each site.

We are leaving the Ultra-Fine Study in Port Angeles, Hadley stated. We have recently had a discussion with University of Washington and Representative Tharinger and a decision was made to keep the study in Port Angeles. The original idea was to utilize the study to gather biomass concentrations due to the theory that as you clean up the PM2.5 you might increase the number of Ultra-Fine Particles from secondary formation. We hoped to assess the ultra-fine particle concentration in the community and if it changes when the new biomass is operating. Port Townsend Paper has canceled their plans to build a new co-generation facility and Nippon has had issues getting theirs operating, Hadley stated. To satisfy the goals of the study we decided it was best to leave it running in Port Angeles. We will move the Saturation Study to Port Townsend as planned, Hadley stated.

Johnson noted he supports ORCAA staying in Port Angeles to complete the study. The Port Townsend Air Watchers and the Sierra Club are still interested in a meeting, Johnson stated. Hadley explained we have agreed to do a presentation, in June, on the results of the Saturation Study. The Ultra-Fine Study results will be presented by staff from the UW.

Education and Outreach

Nelson explained we are heading into outreach season with fairs, festivals and other community events. The Lacey Alternative Fuel Fair has expanded and we will be participating again this year. Nelson noted he will also be meeting with neighborhood and homeowner associations for refresher courses.

The woodstove program was launched in 2012 and the first 20 months of the program we changed out approximately 74 woodstoves. Of those they were running about 10 to 1 natural gas to heat pump, Nelson noted. In September we secured the second grant, upped the rebate rates, Nelson continued, and since that time we have seen about 75 change outs. We are also now running about 2 to 1 natural gas to heat pumps in the change outs. Since the change out began, we have reduced the burning of about 331 cords of firewood. Nelson stated per EPA's conversion factors that equates to approximately 5.3 tons *each* of PM2.5 and PM10. So, Nelson continued, we have removed 10.5 tons of particulate matter, 40 tons of Carbon Monoxide, and 9.5 tons of VOCs from Thurston County's air.

Finance/Administrative Update

Harding stated she has been working very closely with our new and existing tenants assisting them in the moving of our offices. They are in the process of signing new leases or amendments to their existing leases, Harding explained. We continue to market our vacant space.

Executive Director's Report

McNair stated we are working closely with Nippon. Their co-gen is not operable and they are trying to

remedy the situation, McNair explained.

McNair stated she is involved with the environmental section of Thurston Thrives and recently discussed air quality with them. McNair stated she is also working with JLARC (Joint Legislative Administrative Review Committee) with regards to whether or not gas stations should be a regulated source. There had been a lobbying group stating all registration fees should be identical throughout the nation and that gasoline stations don't pollute and therefore should not be regulated. McNair stated JLARC staff will be joining ORCAA staff to look at some of our gas stations.

Cooper asked if JLARC is focused only on air or do they look at ground contamination as well. McNair explained based on the legislation they look at air, but we have requested they expand it.

McNair reminded the Board that we have our open house scheduled immediately following the meeting. If anyone has not had a chance to tour our building are welcome to stay.

EXECUTIVE SESSION

There were no items for Executive Session.

FOR THE GOOD OF THE ORDER

Johnson wanted to alert staff and the Board that his email had been hacked and to be mindful of any emails from him. Cooper stated there was recently an article about what we thought was secure internet actually had an opening for the past 2 years that could have allowed people to retrieve private information. The recommendation, Cooper stated, is to change every password you have.

ADJOURNMENT

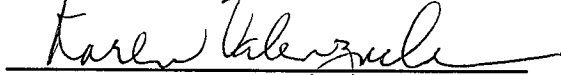


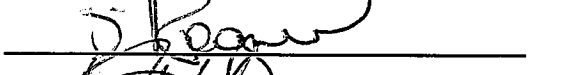

There was nothing further from the Board.

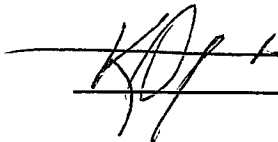
The meeting adjourned at 11:21 a.m.

PRESENTED BY:


Francea L. McNair, Executive Director

APPROVED BY:



APPROVED and SIGNED this 14 day of May 2014