

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

BOARD OF DIRECTORS MEETING

March 11, 2015

Members present: Steve Rogers, Pacific County (Chair)
Jim Cooper, City of Olympia (Vice Chair)
Sandra Romero, Thurston County
Mary Ellen Winborn, Clallam County
Dan Di Guilio, City of Port Angeles
Terri Jeffreys for Tim Sheldon, Mason County

Members absent: Phil Johnson, Jefferson County
Cynthia Pratt, City of Lacey
Wes Cormier, Grays Harbor County

Legal Counsel: Julie Carignan of Law, Lyman, Daniel, Kamerrer and Bogdanovich

Staff Present: Fran McNair, Executive Director; Robert Moody, Compliance Supervisor; Mark Goodin, Professional Engineer; Odelle Hadley, Senior Monitoring Technician; Dan Nelson, Public Information Officer; and Debbie Moody, Office Manager/Recorder

The meeting was called to order at 10:01 a.m.

Rogers asked for approval of the agenda. Cooper moved approval of the Agenda. Romero seconded the motion and it carried unanimously.

CHAIR REPORT

Rogers had no report.

APPROVAL OF MINUTES

Rogers asked for approval of the Minutes. Romero 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 63005967 through 63005997 in the amount of \$24,090.39; and Payroll 415084 through 415098 and 3057778 in the amount of \$127,758.33 for February 6, 2015 through March 3, 2015. Cooper moved approval of the Expenditures and Disbursements. Di Guilio seconded the motion and it carried unanimously.

PUBLIC COMMENT / PUBLIC HEARING / PRESENTATION

Regulation – Removal of Fees

R.Moody noted we began the process in January and what we are requesting is the removal of fees from our Regulation. The fees would then be adopted by the Board via resolution, eliminating the need, and time it takes, to go through the Code Reviser to make changes. R.Moody noted it takes a minimum of 4 months to make a change to our Regulations due to the constraints of the Code Reviser process. We noticed the public hearing last month and have received no comments to date, R.Moody stated. R.Moody asked if there

were any questions. If passed, this change will become effective on April 26. There were none.

Rogers opened the public hearing at 10:10am. There were no members of the public present and no further comments. Romero moved closing of the public hearing. Cooper seconded the motion and it carried unanimously. Rogers closed the public hearing at 10:11am.

Jeffreys moved approval of removing fees from Regulation and placing them in a Board approved resolution. Cooper seconded the motion and it carried unanimously.

Chemtrail/Contrail Presentation

McNair stated we get questions regarding chemtrails on occasion and most recently, Nelson joined Romero at local meetings and received several questions about them. We thought it might be helpful if Hadley could give a presentation and provide talking points for people to use.

Hadley went over her presentation. Hadley gave the Board a sheet of talking points for their use when having to answer questions related to chemtrails.

NEW BUSINESS

Resolution 263 – Establishment of Fee Schedule

McNair noted, based upon the regulation change that was just approved, we removed the fees from the regulation and they need to be adopted by resolution. Romero asked if the burn fees were part of the structure. McNair explained we currently charge for land clearing and agricultural burning.

Di Guilio moved adoption of Resolution 263. Cooper seconded the motion.

Jeffreys asked what miscellaneous sources included; can you not measure their emissions. R.Moody explained these are sources that don't fit into categories in and of themselves, and were labeled miscellaneous.

Rogers noting there was a motion and a second on the table, called for the question. The motion carried unanimously,

Personnel Policy Manual

McNair stated the personnel committee has reviewed the personnel policy and procedure manual. We did have a few questions and comments that we have addressed and we are now prepared to have the Board adopt it. Di Guilio stated he was happy with the policy. After discussion the word "unlawful" was removed from the third bullet under *Drug Free Workplace* on page 38. There was no further discussion.

Cooper moved approval, as amended, the ORCAA Personnel Policy and Procedure Manual. Jeffreys seconded the motion and it carried unanimously.

DIRECTOR'S REPORT

Compliance Program Update

R.Moody noted this is the time of year outdoor burn complaints begin to ramp up. We have also been receiving several marijuana odor complaints. Inspection season has begun as well. Jeffreys requested additional information on the Pettyjohn case. R.Moody stated it is an ongoing open burn case. Romero asked if the marijuana odors are from fertilizer application. R.Moody stated it is actually from the plants themselves. Jeffreys asked if the odors are excessive. R.Moody noted we have not issued any violation

notices, partly because we need to be present to witness the odor. Di Guilio questioned why the odor peaks at different times. R. Moody stated it is due to airflow change, in the evening air is more stagnant.

Engineering Program Update

Goodin stated staff attended Nippon's source test and it was completed. We have not yet received the final test results but they are due 60 days after the test. Goodin explained the test does look at all particles, however it doesn't differentiate between them. Jeffreys asked if this was the first test. Goodin explained this is the first test for this boiler. The test is done by a third party testing company. They send us a test plan that we review and approve prior to the test.

Cooper asked if the emission reports are live. Goodin explained they have continuous real-time monitoring but we receive the data every six months.

Jeffreys stated she recalled a conversation regarding EPA changing the standards for particulate matter. Goodin explained, the performance standards for boilers has become final.

Air Quality Program Update

Hadley noted we continue to have some communication problems at the Port Townsend site. Air quality, in general throughout our jurisdiction is good. We did see a few moderate days in Port Angeles, and think it may be due to a new resident in the area. We are still working on moving the Port Angeles monitor to the fire station.

The Jefferson County Saturation Study is doing well. We did get another month of full data from all four sites. We did notice an outdoor burn in Chimacum that appeared to be affecting the monitor nearby.

Hadley stated we are still waiting on pending legislation for the Ultrafine Study. We continue to make measurements and the UW is gearing up to do mobile studies in Port Angeles. We have no new information on our Village Green project at this time.

Education and Outreach

Nelson noted he spent a day with Romero at her community meetings discussing residential burning, asbestos and chemtrails. Nelson stated if any other member would like us to participate in similar meetings to let us know. Nelson stated he has been focusing on outreach concerning the proposed changes to the New Source Review fees. We will be sending out postcards inviting our registered sources, community development groups, chambers of commerce, etc., to open house events we have scheduled in Port Angeles, Hoquiam and Olympia. We want to give them an opportunity to discuss the proposed changes.

With regards to outdoor burning, Nelson stated, we have been discussing the possibility of implementing a fee for the Thurston county outdoor burn permits. Currently we are spending in upwards of \$80 to \$100 thousand unfunded dollars in outdoor burning programs. Those funds come out of various revenue streams as it is an unfunded program. Thurston County does take the larger share due mostly to population, however Thurston County also has the best resources for alternatives to outdoor burning. At this time we are looking to increase our revenue to fund the enforcement of the program, as well as divert more people to non-burning alternatives. Nelson reminded the Board he had sent out a survey to the permit holders asking them about paying for permits and what their concerns would be. Nelson stated many people were concerned the cost of burning would be prohibitive and the ideal price for a season long permit fell in the \$25-\$35 range and some were willing, but not happy, to spend \$50 to \$100 for a permit. Several people noted if it was over \$50 they would burn without a permit and take their chances. Nelson noted he will be promoting the \$25-\$35 range to avoid people burning illegally or dumping their brush illegally. Nelson felt recovering at least 50% of the cost of the program would assist in the program.

Di Guilio asked what a permit would cost to break even on the program. Nelson stated he hasn't gotten enough information yet to know. We expect another spike in permit applications this spring. Once we have a full year of permits we'll have a better idea of what the revenue will be. Nelson stated his goal for the coming year is \$50,000, which is about 50% recovery. Cooper asked what the program is currently costing the agency. R. Moody stated, on average, we are around \$120,000 in expenses and \$0 revenue. Conceivably, R. Moody continued, if we charged \$40 for a permit we could possibly fund the entire program. Nelson noted his concern of charging anything above \$30 we will see a steep drop-off of compliance and people will either burn illegally or dump it. Nelson felt we could start at a lower fee and increase it as needed.

Romero thanked Nelson for attending the community meetings with her. She noted Nelson did a great job with the burning discussions and keeping the discussion civil.

Finance/Administrative Update

McNair stated we are beginning to develop our budget for this upcoming year. The Finance Committee will meet in April to go over third quarter revenues and expenditures, as well as a draft budget.

Executive Director's Report

McNair noted two of our staff members, Odelle Hadley and Jennifer DeMay, participated in the Expanding your Horizons program. This program focuses on Science and Math careers and the audience is made up of 6th, 7th, and 8th grade girls.

McNair stated she will be doing a presentation, March 17th, regarding asbestos and demolition with the Olympia Master Builders Association.

Based on the report from JLARC, legislation has been introduced. Basically, they want Ecology, along with the local air agencies to work on a report that looks at removing Stage II Vapor Recovery Systems from gasoline dispensing facilities. The report is due by December. In October, we should be getting a final Ozone number, which will affect the process.

McNair noted there is a piece of legislation that effects Ecology and the local airs with regards to permitting. The legislation states we must have a permit finished in 90 days or the permittee can go to superior court and get their permit. The reality is, McNair continued, some of the requirements go beyond 90 days and we don't have any control over that.

We will be asking for \$200,000 for our woodstove change out program. Thurston County is still the only county that qualifies for the program but we continue to look for funding for the other counties.

McNair noted her contract is up in June and asked how the Board would like to proceed with evaluation and renewal of the contract. Cooper asked if the Personnel Committee could take that on. Cooper asked what needed to be done to formally begin the process. Rogers noted the Personnel Committee will meet, following the April Board meeting. Rogers noted if any Board member has any input in the meantime, to let the committee know (Cormier, Rogers, Di Guilio). Di Guilio asked if we ever finalized evaluation forms. McNair stated she has copies from the previous evaluation and will send them to the committee. Romero stated she could also share a form they recently used. Cooper requested a copy of the contract be sent to the Board for review.

EXECUTIVE SESSION

There were no items for Executive Session.

FOR THE GOOD OF THE ORDER

There was no items for the good of the order.

ADJOURNMENT

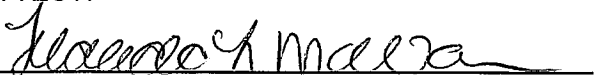
There was nothing further from the Board.

The meeting adjourned at 11:31 a.m.

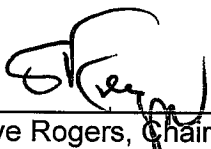
CERTIFICATION

I hereby certify this is a true and correct copy of the minutes of the meeting of the ORCAA Board of Directors held on March 11, 2015, in Olympia, Washington.

ATTEST:



Francea L. McNair, Executive Director
Olympic Region Clean Air Agency



Steve Rogers, Chair
ORCAA Board of Directors

DATED: *April 8, 2015*