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

BOARD OF DIRECTORS MEETING

October 10, 2018

Members present:	Cynthia Pratt, City of Lacey (Vice Chair) Joan Cathey, City of Tumwater Kristina Hollatz in for Wes Cormier, Grays Harbor County Lisa Ayers, Pacific County Terri Drexler, Mason County John Hutchings, Thurston County
Members absent:	Jim Cooper, City of Olympia (Chair) Randy Johnson, Clallam County Kate Dean, Jefferson County
Legal Counsel:	Julie Carignan of Law, Lyman, Daniel, Kamerrer and Bogdanovich
Staff Present:	Fran McNair, Executive Director; Mike Shults, Compliance Supervisor; Mark Goodin, Engineering Manager; Odelle Hadley, Air Monitoring Supervisor; Dan Nelson, Public Information Officer; Lynn Harding, Administrative Services; and Debbie Moody, Office Manager/Recorder

Pratt called the meeting to order at 10:00 a.m. Pratt noted Cooper was absent however his backup person should be arriving. Pratt asked for approval of the Agenda. Ayers moved approval of the Agenda. The motion was seconded and carried unanimously.

CHAIR REPORT

There were no items for Chair Report.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

Pratt asked for approval of the Consent Agenda. Ayers moved approval of the Consent Agenda. The motion was seconded and carried unanimously.

UNFINISHED BUSINESS

Review Penalty Worksheets – General and AOP

McNair noted Mike Shults is in for R. Moody. We have 6 total penalty worksheets, two were done in September, we have two for today and we will bring the final two to the Board in November.

Shults explained the General Penalty Worksheet covers those violations that don't fit in the other categories (woodstove, outdoor burning, etc.). Basically, Shults stated, our smaller registered

sources will fall under this worksheet. Shults explained we are hoping to align all six of the worksheets with regards to formatting and the general questions, while each of them will have specific questions depending on the type of violation. Shults went over the questions and responses of the General Worksheet. Shults did note the higher points associated with nuisance issues, explaining nuisances are labor intensive and typically take several site inspections, therefore we assign a higher points value. McNair also noted we only go back 5 years on violations. If the violation is older than 5 years, it isn't counted on the multiplier. After review of the General Worksheet, Drexler asked how staff would know if the violator had been informed by another agency (question 7). Shults explained we do work closely with other entities (fire departments, police, L&I, building depts, etc.) if they have been in contact with them and if they had notified them of the requirements.

Shults went over the questions and response of the AOP Worksheet. Shults did note the nuisance question is also on this worksheet and does receive higher points for the same reasons. Shults did note several questions didn't change, but we did add some clarity to a few.

Ayers asked if, after all is said and done, will these worksheets result in an increase in penalties in general, due to the new structure? Shults explained we use old violations to run through the new worksheets and there were no dramatic increases or decreases with our final products.

Drexler moved approval of the General and AOP Penalty Worksheets. The motion was seconded and carried unanimously.

McNair did note the last 2 worksheets (asbestos and demolition) will be brought before the Board in November.

DIRECTORS REPORT

Compliance Program Update

Shults stated the compliance team has completed interviews for the open inspector position and if references check out, we will be making an offer soon. Our AOP source inspection have all been completed for the year, Shults noting the deadline for those inspections was the end of September. Shults briefly went over the reports pointing out we were still getting some odor complaints from Ocean Protein and marijuana facilities.

Engineering Program Update

Goodin reminded the Board he had given a presentation about air current incinerators at the last meeting. This topic was also discussed at the permit writers quarterly meeting and, across the state, Goodin noted, there wasn't an agency who wasn't opposed to approving air curtain incinerators in any capacity. Goodin reminded the Board we had a company wanting to place one of the incinerators in our jurisdiction and we will be telling them not to submit an application as it will not meet the standards and we would not be able to approve the permit.

Drexler wanted to understand that the decision that this is not a technology we can approve is a decision made by staff and not the Board, is that correct? McNair stated that is correct. Drexler asked if there was any discussion regarding using the incinerators for mobile outdoor burning projects. Goodin explained the permit writers did discuss it and every one of his peers and the agencies were against the use of these incinerators. McNair did add that ORCAA is not closed to the idea. Drexler noted she appreciated that ORCAA would still consider it in place of open burning.

Goodin also wanted to inform the Board that McKinley Paper (previously known as Nippon) did submit a renewal application. They are currently closed, which is part of the reason there is so much woody debris building up around the area. Goodin did state, the renewal application means they should be up and running, consuming biomass debris, in about a year and a half.

Air Quality Program Update

Hadley went over the September air quality, noting almost all the sites began to approach moderate, due to a bit of wildfire smoke moving through the area. Ozone season is coming to an end Hadley stated. We did have a couple of days of higher readings, one nearly hit 70ppb, which we assume is also due to wildfires. Monitoring continues to work with our interns on the Community Toxics Grant. We are gearing up for the Mason County Saturation Study and we made several unplanned trips to Cheeka Peak to do some repair work. Hadley stated she also attended Air Sensors International Conference in California, which covers the personal air monitors, such as purple air (however they didn't attend the conference). Hadley added we also continue to analyze our purple air data.

Education and Outreach

Nelson stated burn season has begun and permitting started 10 days ago. On the first day, we were averaging 1 permit every 4 minutes and we now have about 700 active residential permits in Thurston County. We have only had 7 invalid permits, meaning they applied in a no burn area. Nelson explained we had some issues with DNR and burn ban notification this past summer and will be working with them to hopefully have a more unified message and better communication. Now that burn season is underway, we are seeing an uptick in applications for the changeout program. We have allocated about $35,000 of the $125,000 thus far.

Finance/Administrative Update

Harding stated the Finance Committee met this morning and went over, in detail, the Fiscal Year end for 2018. Harding stated we did end with a $66,000 addition to our general fund. We also went over the first quarter for Fiscal Year 2019, Harding continued. Harding went over a few line items noting we have received 28% of our revenues as of the end of September and are at 19% of our expenditures. Harding briefly went over the ending fund balance sheet, noting we have increased the database reserve to $75,000.

Harding explained we had received word from Thurston County we are no longer going to be part of their Small Works Roster as they are looking at moving to MRSC for their needs. We are also looking to move that direction as well, however there are some questions we have and once we get the answers, we will get a resolution to the Board to reflect that change, along with a policy update.

We did receive final premium costs from AWC, Harding noted. The new rates are within our budget and we have also received the 2% eWellCity award, which will help in keeping the costs down as well.

Executive Director's Report

McNair stated she had received some preliminary legislation regarding changes to PCHB's rules, noting it isn't good legislation for small agencies such as ours.

We do think we will have a new inspector starting November 1, once we check references. We do have a 2nd person that may or may not start in January, McNair explained. The workload has been heavy for our inspectors and it will be great to have the new employee(s) on board to help.

We will be bringing the first quarter report for our Strategic Plan to the November meeting, McNair stated. McNair did note she will be attending the National Association of Clean Air Association (NACAA)meeting in Cleveland.

Drexler reminded McNair that Cooper had suggested we get a meeting Hilary Franz regarding DNR's role on how to handle excess biomass. McNair was under the impression Cooper was taking the lead. McNair stated she would follow up with him.

GOOD OF THE ORDER

There were no items for the good of the order

ADJOURNMENT

There was nothing further from the Board.

The meeting adjourned at 11:13 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 October 10, 2018, in Olympia, Washington.

ATTEST:

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

Jim Cooper, Chair
ORCAA Board of Directors

DATED: 11/14/2018