

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

BOARD OF DIRECTORS MEETING

December 11, 2013

Members present: Phil Johnson, Jefferson County (Chair)
Jim Cooper, City of Olympia
Karen Valenzuela, Thurston County (Vice Chair)
Steve Rogers, Pacific County
Mike Doherty, Clallam County
Dan Di Guilio, City of Port Angeles
Cynthia Pratt, City of Lacey

Members absent: Wes Cormier, Grays Harbor County
Tim Sheldon, Mason County

Legal Counsel: Jeff Myers and 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; Mark Moore, Network Administrator/Monitoring Technician; Dan Nelson, Public Information Officer; Lynn Harding, Administrative Services Manager; and Debbie Moody, Office Manager/Recorder

The meeting was called to order at 10:09 a.m.

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

CHAIR REPORT

There was no report.

APPROVAL OF MINUTES

Johnson asked for approval of the Minutes. Di Guilio moved approval of the Minutes. Pratt seconded the motion and it carried unanimously.

APPROVAL OF EXPENDITURES AND DISBURSEMENTS

Johnson noted the Expenditures and Disbursements consisted of Warrants and wire transfers 63005351 through 63005398 in the amount of \$72,752.20; and Payroll 382171 through 382186 and 3056563 in the amount of \$119,053.66 for November 7, 2013 through December 4, 2013. Cooper moved approval of the Expenditures and Disbursements. Valenzuela 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

Surplus 2002 Toyota Prius

McNair explained we are no longer in need of the Prius and we are requesting the Board surplus the vehicle. McNair noted we will advertise the vehicle on Craigslist and hope to sell it soon. It does have about 110,000 miles on it and we recently had it detailed and replaced the small battery.

Cooper asked if there is a written policy for surplus of vehicles and do we have a reserve plan for replacement of vehicles. McNair stated we do not have a surplus policy. She also noted we had, at one point, placed money in reserves for vehicle replacement but we didn't need a vehicle so we removed that reserve. We do watch the mileage, McNair stated, however cars these days last a lot longer than they used to. We do maintain our vehicles on a regular basis. McNair did note we could set up a reserve for vehicles.

Cooper also shared a program the city of Olympia is participating in with Nissan. Nissan is donating four electric vehicle charging stations to the city and Olympia is leasing six vehicles.

Valenzuela moved approval of the surplus of the Prius. Pratt seconded the motion and it carried unanimously.

Valenzuela requested a report back with regards to the sale of the vehicle-specifically how it goes with Craigslist.

DIRECTOR'S REPORT

Compliance Update

R.Moody noted a link had been included in the electronic packet and wanted to make sure the Board had a chance to watch the KIRO news report that included our inspector Mike Shults riding along during the burn ban. R.Moody noted this is Shults' second time to go out with KIRO during a burn ban. It was noted we did receive around 50 complaints that were directly related to the burn ban—people calling because neighbors were burning. We did not issue any notices of violation during the burn ban, R.Moody stated.

R.Moody stated we did participate in a Pollution Control Hearing case regarding outdoor burning. We did win the case, however the judge did lower the penalty from \$600 to \$500.

Valenzuela requested information on the rules of burn bans. If a person has an alternate source of heat that is not currently working, what can they do? R.Moody answered, if they are requesting an exemption due to broken equipment, they will receive a letter allowing them 30 days to get it repaired.

Permit Actions

Goodin explained we had received a Notice of Construction, in the 90s, for a recycle plastic/wood manufacturing plant. We did approve the permit, but the plant never really got off the ground. The plant maintained their registration and has recently been purchased and it appears they may begin operations soon.

Another important item from the permitting section is Nippon Paper's cogen plant began operating October 31st (sent steam to the paper plant). They are still in the shake-down period but are up and running. We anticipate stack testing to occur early in 2014.

Valenzuela asked Goodin about the 'after-the-fact' permit related to Intercity Transit. Goodin stated they didn't go through us for permitting their boiler. Goodin noted this happens—we have been struggling with

coordinating permits with cities/counties for quite some time. Goodin suggested that any time the counties or cities are having a pre-submission conference—with regards to burning fuels, volatile organics (paints, solvents, etc.) and many other industries—there should be a place for ORCAA at the table. We need better coordination with other governmental agencies.

Air Quality Summary

Hadley stated November was not a good month for air quality. We had several moderate days in almost all of our counties. In Thurston County we had four unhealthy for sensitive groups and two days in the red. Cooper asked at what point we would be placed under stricter Federal or State scrutiny. Hadley noted we have to exceed the standard 2% of the time over a three year time period.

Valenzuela asked what needs to be done to avoid the high numbers. Hadley explained these particular numbers occurred over a long holiday weekend. Which means, Hadley continued, more people were home and likely burning their woodstoves. Compliance with burn bans and continued education regarding woodstove use, as well as calling burn bans when necessary, are paramount in avoiding high numbers.

Hadley explained the different methods of measurement with regards to air quality. Hadley also detailed the calling of the burn ban. McNair added staff continued working on the burn ban during the holiday – watching the weather, the monitors, changing our webpage and phone messages. We have a very dedicated staff.

As for the saturation study in Clallam County, Hadley noted we did have some high numbers but nothing like Thurston County. Hadley pointed out we did lose some data at the Sequim station when the computer shut down. We will be looking at a solution to keep this from happening. Cooper asked where, on the chart, Nippon started operations. Goodin stated they began operating October 31st, however they are still ramping up. Dougherty stated there is an article in the Tuesday edition of the Peninsula Daily News regarding startup of Nippon.

Di Guilio, noting we are nine months into the study, asked what we have learned from it. Hadley stated the sites are pretty much in agreement (on a 24 hour average), meaning Port Angeles and Sequim are having the same air quality. Hadley did note Sequim numbers increased in the summer and Port Angeles is showing higher numbers as winter progresses. Hadley stated she will explore the data more closely once the study is over. McNair added another thing we are trying to determine is if our permanent monitor is in the correct location. Hadley explained she will do a statistical analysis and be able to answer many questions.

The Ultra-fine particle study's most recent activity is the installation of meteorology stations at the North Olympic Library and the Port Angeles Fire Station. We will continue to use airport data for the Stevens site. The UW has installed instruments at the fire station and we have completed our initial work plan.

Hadley did note she had presented an update on our Ultra-fine study to the Biomass Energy Conference.

Johnson requested Hadley email him a copy of Hadley's presentation in narrative form.

Education and Outreach

Nelson, noting burn bans always seem to occur on a holiday weekend, stated it is great to have a dedicated staff. We had several staff members (six) working together via text messages and email coordinating the activities associated with calling, and calling off, a burn ban. Staff responded to emails during the burn ban as well—even during off hours. Nelson explained we typically see spikes in email alert sign-ups during burn bans, as well as more hits to our website, the state wide burn site and news site. We have approximately 2,000 emails currently on our alert system. We expect that number is much larger due to the fact many of

the email addresses go to schools and they in turn push the email out to each faculty member and to parents. We also have many homeowners association on our mailing list and they forward it to their members.

Our change-out programs are doing well. In 2012 we approved approximately 40 applications; thus far for 2013 we are over 70 approved. Cooper requested a breakdown, by jurisdiction. Nelson stated about 40% of the applications come from Lacey or the Lacey UGA. Olympia covers the bulk of the rest with a few (less than 10%) in Tumwater. We continue to get good media coverage from the Seattle stations as well as KMAS radio in Shelton.

Finance/Administrative Update

Harding stated the budget is on track and we will meet with the Finance Committee in January to go over the quarterly report. We will bring additional detail back to the Board at that time as well. Harding also noted we need to get Johnson's signature on the Thurston County approved signatory list.

Executive Director's Report

McNair received an email stating EPA is seeking environmental education grant applications. McNair will forward the email to the Board. Cooper asked if staff had any ideas for the grant. McNair stated we do not at this time. Valenzuela stated you may want to consider expanding the change out program to other areas.

McNair explained she had attended a 2-day Northwest Air Directors' conference. McNair did try to find out more about 103 and 105 funding, but was unable to get additional information. Region 10 (which we are in) and Region 1 (several east coast states) will be hit hardest by the cuts. The southern states and California will do well because it is based on population and major polluters.

McNair went over some of the other items discussed at the conference. There was no action required of the Board.

EXECUTIVE SESSION

There were no items for Executive Session.

FOR THE GOOD OF THE ORDER

Valenzuela stated she was going to report on the public hearing that is happening at the legislature on Friday afternoon – the climate legislative and executive work group (CLEW). It does seem they will be making recommendations to assist with climate challenges, the biggest one, for us is transitioning off coal. Valenzuela did note she will be testifying and may include state-wide anti-idling policy concept.

Pratt stated she has been pushing for anti-idling for quite some time, but has noticed while signs are up in anti-idling areas they are often ignored. Pratt felt it needed "teeth" in the policy.

Cooper noted, long-term, it might be a good conversation or workshop at the state, Washington Association of Cities, and/or Washington Association of Counties conferences this year to let them know what is going on with idling in Thurston County.

Doherty added transportation is the largest green-house gas emissions in Washington so getting off of diesel fuel would be a good thing. Doherty noted demonstration projects for cities and counties with regards to public charging stations, etc. may be of help as well. If someone could put a paper together some of us could enter it into the hearing.

There was some continued conversations. There was no action required of the Board.

Prior to adjournment, McNair stated she had one last item. McNair explained we had discussed, at a previous meeting, the idea of knocking out a wall to expand one of the offices into the other side of the building. Since that conversation, we have decided it would be more beneficial to move the ORCAA staff to the other side of the building and rent out our current space. We have alerted the tenants and they are willing to make the move. Harding noted it would be approximately \$25,000 to do the renovations.

McNair stated the work would begin in late January. Cooper asked about financing. McNair stated we have the funds in the current budget. Harding explained with the savings from salaries and benefits lines, there is money in the budget. We won't need to use the building reserve, we won't need a budget amendment as long as we state we are reallocating funds in the existing budget. McNair stated staff will bring, in January, a breakdown of where the funds will come from and what it will look like.

Rogers wanted to share with the Board and staff that Mike Shults (ORCAA) had spoken at the local Kiwanis club and did a wonderful job. Rogers felt Shults represents ORCAA very, very well.

ADJOURNMENT



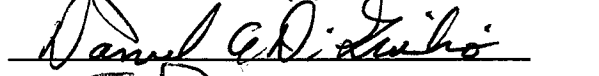
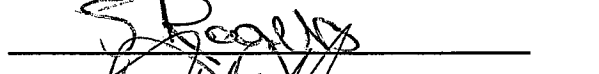
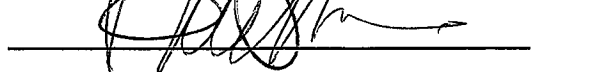
There was nothing further from the Board.


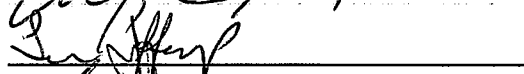

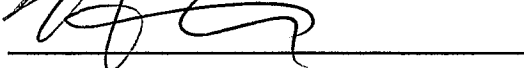
The meeting adjourned at 11:37 a.m.

PRESENTED BY:


Francea L. McNair, Executive Director

APPROVED BY:

APPROVED and SIGNED this 8 day of January 2014