

**SPOKANE REGIONAL CLEAN AIR AGENCY
BOARD MEETING MINUTES**

**August 2, 2018 9:30 a.m.
Spokane Clean Air's Conference Room
at 3104 E. Augusta Ave.**

BOARD MEMBERS:

Al French, Commissioner (Chair)
Ben Stuckart, City of Spokane (Absent)
Tom Brattebo, Member at Large (VC)
Kevin Freeman, Mayor of Millwood,
Small Cities & Towns
Rod Higgins, Mayor, City of Spokane Valley

STAFF MEMBERS PRESENT:

Julie Oliver, Executive Director
Amy Fanning, Finance & Human Resources Sect. Mgr.
Stephanie May, Public Information Specialist
April Westby, PE, Supervisory Engineer
Mark Rowe, Monitoring Section Manager
Margee Chambers, Rule Writer/SIP Planner
Joe Southwell, PE, Air Quality Engineer
Mary Kataoka, Administrative Assistant

OTHERS PRESENT:

Kristina Montanez, Legal Counsel
Ron Edgar, Advisory Council Member
Deborah Bisenius, Advisory Council Member

WORK SESSION: 9:30 a.m.

1. Notice of Construction (NOC) Fees

April Westby gave an overview of the NOC program proposed fee structure revisions. The overview consisted of the following topics: A program overview and summary; NOC fees – Washington Legislative Authority; cost recovery; costs and revenue; fee research; comparison and findings; staff recommendations; Advisory Council and Board input; existing fee structure; review of past NOCs; proposed fee structure changes; options for revised fees; revised base fees option A; proposed hourly fee options B and C; fee revisions tentative schedule; and other minor revisions to Article X and the Fee Schedule. Discussion ensued and the Board Members present agreed on Option C including the two minor revisions to Article X and the Fee Schedule; staff was instructed to move forward with the formal rulemaking process.

BOARD MEETING: 9:55 a.m.

1. Advisory Council Report – Ron Edgar

Ron stated that the Advisory Council had the same NOC presentation as the Board and the recommendation from the Advisory Council was Option C with the two minor revisions to Article X and the Fee Schedule. Commissioner French wanted Ron to share with the Advisory Council that the Board appreciates their work and it is very helpful to have that input.

2. Executive Director’s Report – Julie

There have been some additional trainings for the Monitoring Section Manager and the HR and Finance Section Manager. The new vehicle has been received and the 2008 Focus will be sold and the proceeds from the sale will be deposited into the Vehicle Reserve account. SRCAA coordinated and hosted a wildfire smoke meeting with local broadcast meteorologists. A brief overview was given on a list of surplus property. The US Senate adopted its appropriations bill that contain EPA’s budget. At this point, both the Senate and House budgets hold level funding for Sections 103 and 105.

ACTION ITEMS:

3. Consent Agenda

- a. Approval of the July, 2018 Board Minutes
- b. Approval of Vouchers for July, 2018, numbered 10812 and 10813 and 10844 thru 10859 with claims totaling \$30,736.37 and payroll EFTs totaling \$146,426.75 – for a Grand Total of \$177,163.12

Rod Higgins moved to approve the consent agenda as presented and Kevin Freeman seconded it. Motion passed unanimously.

4. Resolution No. 18-11 – Extending the MOU with Ecology and SNAP for Continued Implementation of the VERP and Budget Approval for FY-19

This program is in cooperation with SNAP and Ecology to repair vehicles for low income people that fail their emission checks. The emission check program is slated to sunset at the end of 2019. There is a carryover from the appropriation from last year of \$11,559, this resolution is re-appropriating those funds for this year and possibly look at appropriating additional funds if needed. Some discussion ensued.

Kevin Freeman moved to approve Resolution No. 18-11 as presented and Rod Higgins seconded it. Motion passed unanimously.

NON-ACTION ITEMS:

6. Activity Reports:

a. Public Information/Education Update – Stephanie May

An overview of the July activity was given. July’s update included community events, school programs and presentations; print, online materials and social media; outdoor burning, wildfires and media; summer ozone season; special projects; and upcoming events.

b. Compliance Activity – Julie Oliver

Staff has been out for inspections. There were seven odor complaints and three were marijuana related none of which resulted in violations. There has been outdoor burning going on, wood stove use, asbestos and dust due to the dry weather. Some discussion ensued.

c. Permitting Activity – April Westby

An overview of permits and applications received was given. Permit activity has been busy through the month of July. Some discussion ensued.

d. Air Monitoring Activity – Mark Rowe

A brief summary of the June air quality was given. There were four days where ozone reached the moderate air quality level and one day for PM_{2.5}.

e. Financial Status Report – Amy Fanning

July 20th was the cutoff for paying invoices from the prior fiscal year. Work on the final cost allocation has begun for all of the programs. The ending balances will be finalized and given at the next board meeting.

7. Public Forum – There were no public comments.

5. Executive Session For RCW 42.30.110(1)(i) - Discuss Enforcement Actions and Pending/Potential Litigation

The Board of Directors, Julie Oliver, executive director and Kristina Montanez, legal counsel, entered into the executive session at 10:33 a.m. and to reconvene at 10:43 a.m. At 10:43 a.m., Kevin Freeman announced that the executive session would go for an extra five minutes. The Board reconvened from the executive session at 10:48 a.m. with no action being taken as a result of the executive session.

8. Board Concerns – Will there be a quorum for the September meeting? There will be a quorum.

9. Next Board Meeting – 9:30 a.m., Thursday September 13, 2018, Spokane Regional Clean Air Agency Office at 3104 E. Augusta Ave.

10. Adjournment – The board meeting was adjourned at 10:50 a.m.

COMMISSIONER AL FRENCH, CHAIR

JULIE OLIVER, EXECUTIVE DIRECTOR