



SPOKANE REGIONAL CLEAN AIR AGENCY BOARD MEETING MINUTES

May 6, 2021 9:30 a.m.
Spokane Clean Air Tele-Conference
at 3104 E. Augusta Ave.

BOARD MEMBERS:

Al French, County Commissioner (Chair)(Absent)
Karen Corkins, Assistant/Alternate
Jim Simon, City of Spokane Representative
Tom Brattebo, Member at Large
Kevin Freeman, Mayor of Millwood, Small
Cities & Towns Representative (VC)
Rod Higgins, City of Spokane Valley

STAFF MEMBERS PRESENT:

Scott Windsor, Executive Director
Michelle Zernick, Finance & HR Section Mgr.
Joe Southwell, PE, Air Quality Engineer
Lisa Woodward, Communications/Outreach Mgr.
Margee Chambers, Rule Writer/SIP Planner

OTHERS PRESENT:

Michelle Fossum, Legal Counsel
Rich Meyer, SWS

WORK SESSION: The work session started at 9:30 a.m.

1. Draft Budget for FY-22 – Michelle gave an overview of the draft budget FY-22. Discussion ensued between the board and Michelle. The Board would like to see how much SRCAA is having to excise from the general fund to make up for the fact that the NOC Program is not at full-cost recovery and everywhere it can be for the Marijuana Program.
2. New Website Pre-View – Lisa gave a brief overview of the new website.

BOARD MEETING: 10:08 a.m.

1. **Advisory Council Report** – Scott Windsor gave a brief overview of the Advisory Council report. The advisory Council went over the asbestos program and the background on that. Also covered the Surface Coating rule making and what the next steps are going to be. There was talk about a Notice of Violation (NOV) and a plan for a resolution of that NOV.
2. **Executive Director's Report** – Scott and Staff continue to participate in weekly project management meetings concerning the Enduris Building improvements. The contractor continues to be

on schedule or even a little ahead of schedule to be done and ready for occupancy June 1st, 2021. The new website went live the first week of May. Scott encouraged the board to look at the new website on a computer, tablet, or phone. The Agency has now completed all resolutions concerning the relocation to our new office. Modified conditions continue for working at the office and at home; occupancy at 50%. Inspectors are proceeding slowly with virtual inspections. We are seeing a reduction in violations of illegal burning. Staff with legal counsel assistance successfully mediated an outstanding NOV avoiding trial. Scott participated in the April National Association of Clean Air Agency's Criteria Pollutants meeting via Zoom. Staff participated in the season's first wildfire smoke coordination meeting with local and regional partners. Discussions continue for potential sale of current offices on Augusta. The Agency has received a letter from the Department of Ecology (DOE) stressing their commitment to environmental justice and support for Tribal sovereigns within the state. The Agency needs to begin the three-year review for alternatives to burning; this affects and determines our restricted burn area in Spokane County. The budget does need to be adopted by the fourth Monday in June.

ACTION ITEMS/POTENTIAL ACTION ITEMS:

3. Consent Agenda

- a. Approval of the April 1, 2021 Board Minutes
- b. Approval of Vouchers for April, 2021, numbered 12262 thru 12293 and 12295 thru 12306 with Claims totaling \$54,014.07 and Payroll numbered 12260, 12261 and 12294 and EFTs totaling \$205,900.49 – for a Grand Total of \$259,914.56

Rod Higgins moved to approve the Consent Agenda as presented and Tom Brattebo seconded it. Motion passed unanimously.

4. Resolution No. 21-15 – Declaring the Real Property at 3104 E. Augusta Ave. to be Surplus Property; Authorizing the Director to Sell 3104 E. Augusta Ave. for Full Value in Any Commercially Reasonable Manner; and Authorizing the Retention of Legal Services to Assist with the Sale – Scott gave a brief overview.

Rod Higgins moved to approve Resolution 21-15 as presented and Jim Simon seconded it. Motion passed unanimously.

5. Resolution No. 21-13 – Appropriating Building Maintenance Reserve Account Funds (Fund 009) for Public Works Appliances Purchase for the New Building – Michelle gave a brief overview.

There were no public comments. Tom Brattebo moved to approve Resolutions 21-13 as presented and Rod Higgins seconded it. Motion passed unanimously.

6. Resolution No. 21-14 – Appropriating Building Maintenance Reserve Funds (Fund 009) for Public Works Moving Cost from 3104 E. Augusta Ave. to the New Location at 1610 S. Technology Blvd., Ste. 101 (Enduris Bldg.) – Michelle gave a brief overview.

There were no public comments. Rod Higgins moved to approve Resolution 21-14 as presented and Tom Brattebo seconded it. Motion passed unanimously.

7. **Resolution No. 21-16** – Adopting Surface Coating Revisions and Amending Spokane Regional Clean Air Agency Regulation I, Article VI, Section 6.13 and Article X, Section 10.08 – Margee gave a brief overview.

Tom Brattebo stated that the Vice Chair needs to be removed from his title on this Resolution.

Tom Brattebo moved to approve Resolutions 21-16 as presented with the amendment and Rod Higgins seconded it. Motion passed unanimously.

8. **Resolution No. 21-17** – Appropriating Building Maintenance Reserve Account Funds for Public Works Audio-Visual Equipment Purchase for the New Building – Michelle gave a brief overview.

There were no public comments. Rod Higgins moved to approve Resolution 21-17 as presented and Tom Brattebo seconded it. Motion passed unanimously.

NON-ACTION ITEMS:

9. **Executive Session(s)** (Purpose will be announced if needed.) Per RCW 42.30.110(1)(a)(i). There was no executive session.

10. **Activity Reports:** March – Scott gave a brief overview of the activity report.

11. **Public Forum** – Discussion ensued by the Board as to why SRCAA needs to disclose the name of the complainant if a complaint is lodged. Margee Chambers explained that if a complainant provides a name or contact information, it is public record, so if there is a public records request then we must provide it. We do allow anonymous complaints. The challenge with anonymous complaints is that there will not be any follow up with the inspectors on the result of their inspection or investigation because SRCAA does not know who the complainant is. Also, with odor complaints, an affidavit is needed from the complainant stating that the odor is at a certain level and if we do not have a complainant's name, we cannot do an enforcement investigation because SRCAA does not have enough information.

12. **Board Concerns** – The June board meeting date is being changed from June 3, 2021 to June 10, 2021 because of the move of the SRCAA office and there will be a quorum.

Next Board Meeting – 9:30 a.m., Thursday June 10, 2021.

13. **Adjournment** – The board meeting was adjourned at 10:34 a.m.

COMMISSIONER AL FRENCH, CHAIR

SCOTT WINDSOR, EXECUTIVE DIRECTOR