



**Minutes of the Governing Board of Directors**

**Location, Date and Time:**

**Yakima City Hall Council Chambers                      November 10, 2011                      Time: 2:00 p.m.**

1. **Tom Gasseling, Board Chair**, called the Meeting to order at 2:00 p.m.
2. **Patty Walker – Roll Call** *There was a quorum.*

<b>PRESENT WERE:</b>	
<b>BOARD MEMBERS:</b> Tom Gasseling, Member-at-Large, Chair Kevin Bouchey, County Commissioner Bill Lover, Large City Representative Dick Camp, County Representative-Vice-Chair  <b>LEGAL COUNSEL:</b> Gary Cuillier, Board Counsel  <b>ABSENT:</b> Bob Jones, Small Cities Representative Rand Elliott, Alternate, Co Commissioner Paul Overby, Alternate, Small Cities Rep Rick Ensey, Alternate, Large City Rep	<b>STAFF:</b> Gary W. Pruitt, Executive Director Patty Walker, Clerk of the Board Keith Hurley, Compliance/Monitoring Division Dave Caprile, Education Outreach  <b>VISITORS:</b> Larry Fendell, Citizen Jim Dyjak, Citizen Jean Mendoza, Citizen Tom Silva, Citizen, Dairy Work Group Member  <b>MEDIA:</b> Bonnie Lozano, YPAC

3. **Additions and Deletions to Agenda** –Chairman, Tom Gasseling, asked if there were any additions or deletions. There were none.

**PUBLIC COMMENT PERIOD**

4. Chairman, Tom Gasseling, asked if there were any public comments. There were none.

**CONSENT AGENDA**

- 5.1 By consent, approve Minutes of October 13, 2011; and
- 5.2 By consent, accept and file October, 2011, Monthly Activity Report.

Kevin Bouchey moved to approve Consent Agenda items 5.1 thru 5.2. Dick Camp seconded. Consent Agenda items were approved.

**REGULAR AGENDA**

6. **Director’s Report – Refer to written report for detail**  
 Gary Pruitt, Director, reported on the following:  
Dairy Policy Pilot Project– Staff reported on the October 27, 2011 Dairy Work Group Meeting held at the Agency office. The approved minutes of the August 25<sup>th</sup> meeting are included with this report. The budgeted amount for the pilot project is approximately 73% expended, all initial and follow-up dairy inspections and BMP score sheets are completed. Inspections and BMP score sheets will be discussed at the November 16<sup>th</sup> meeting in Sunnyside at Snipes Mountain Brewery for dairy participants and other dairies that may wish to attend. Staff continued the BMP score sheets provide an opportunity to show where they have improved, and how they can improve. A three-tiered approach is being used and will be discussed at the November 16<sup>th</sup> meeting. Board is invited to attend.

There was discussion by Board and staff regarding processes and quantifying BMPs. Teresa Coons and Mark Edler, along with Drs. Nichole Embertson, and Pius Ndegwa, will attend the December Board

Meeting. They will make presentations on the pilot program and answer questions.

Agricultural Burning Fees – Gary advised Board that he is the local air member of the WA Agricultural Burn Task Force. Staff discussed the make-up of the Task Force. He and Mike Bush represent our area. In preparation for the November 8<sup>th</sup> Task Force meeting staff was asked by Jon DeVaney to do revenue and cost analysis for pile burning. Staff concluded that a permit fee increase was not needed at this time as the current fee structure has not been in place for a full year, and program cost reductions have not been fully realized. However, the Task Force voted to increase the fees. The State needs to approve the new fee of \$3.75 per acre for field, and \$1 per ton for pile burning before it can go into effect.

Staff discussed the Agency agricultural burn permit process which has been streamlined for the grower in reporting and gaining approval of burns. When the new permit fee is set by statute, the majority of our agricultural burn permits will increase by \$20. Bill Lover questioned who the Task Force Members were, and how they can set fees. Staff responded it is comprised of field growers, DOE, local air authority representative and other agricultural representatives. The increase in fee is allowed by the RCW. Staff will provide Board with RCW 70.94.650. Staff recommended we do not set the new fees until January, 2013.

There was a short discussion by Board and staff. Staff will keep Board apprised.

Naches Ranger District - Gary reported Dave Caprile and staff from the Engineering Division have been in communication with the Naches Ranger District concerning prescribed fire, planned and completed burn procedures. Teresa Coons and Jim Bailey, Naches Ranger District, have been working together. Teresa will attend fire training for prescribed burning procedures in January.

Staff is considering rescinding the Notice of Penalty. There has not been any impact on the valley from prescribed burns this season.

Veterans Recognition – Gary, on behalf of the Agency, recognized and expressed appreciation to veterans of the United States Armed Forces for sacrifices they and their families have made in defense of our country. The following staff members are veterans: David Caprile, Keith Hurley, Carl Brookshire, and Gary Pruitt.

That concluded the Director's report.

## **ACTION ITEMS**

### **7. Revised Administrative Code Part B, Sections 1 and 9 – Resolution 2011-10**

Gary Pruitt introduced the revised Administrative Code Part B, Sections 1 and 9. Counsel has reviewed the revised Sections. A copy of counsel's letter is included in the Board packet. This item was discussed during the Study Session.

Section 1 introduces our Administrative Code. Section 9 is more comprehensive and uses plain talk so staff understands what is expected of them, and what they can expect of the Agency. Staff made minor changes to Section 9 per counsels', Board's, and staff's suggestions. Staff asked Board approval of Administrative Code Part B, Sections 1 and 9, Resolution 2011-10.

Bill Lover moved to approve Resolution 2011-10. Kevin Bouchey seconded. Tom Gasseling asked if there was any discussion. There was none. Board approved Resolution 2011-10.

### **8. CY 2012 Permit Fee Schedule, Resolution 2011-11**

Gary discussed full cost recovery for permit fees. This item was discussed in full during the Study Session. Staff has completed a cost analysis of the permit fee structure and determined a minor fee increase is needed to avoid subsidy by Supplemental Income or Base Grants.

There was discussion by Board and staff. Board asked if minimum wage had any effect on the permit fee increase. Staff responded indirectly with cost of supplies, and cost of doing business. Kevin Bouchey asked Dick Camp how the permit fee increase would affect him. He responded that it is considered a cost of doing business and is a fraction of the cost of equipment and what is needed to be in compliance.

Dick Camp moved to adopt CY 2012 Permit Fee Schedule, Resolution 2011-11. Bill Lover seconded. Tom Gasselting added that he usually is not in favor of increases, but we have a responsibility to fund the Agency to do the services we need them to do. Kevin Bouchey feels increases are cumulative. Dick Camp stated how DOE does permitting and feels the Agency is frugally managed. Bill Lover stated the increase is minor in comparison to fee increases by the city and labor costs.

After discussion by Board and staff it was determined to approve Resolution 2011-11.

**9. Fiscal Report**

Christa Owen, Fiscal Program Manager, asked Board to approve October accounts payables in the amount of \$20,986.16. Of those totals for programs paid will be reimbursed by; Northwest Opacity Certification, \$3,584, and Wood Stove Change Out (Rebate) \$2,258.70. Staff asked approval for October, 2011 payroll, \$64,637.97.

Kevin Bouchey moved to approve payables and payroll. Bill Lover seconded. Board approved payables and payroll.

Christa continued, in July we began processing credit card payments. Credit card payments have been increasing. Board asked staff to provide a report on the percentage of processing fees to gross revenue for credit card transactions.

Staff referred Board to 2011 Supplement Income status and the BVA for October's revenue and expenditures. That concluded the Fiscal Program Report.

### **DIVISION/PROGRAM REPORTS**

**10. Accept Engineering and Planning Division Report**

Hasan Tahat, Division Supervisor, presented a new bulleted format for his Division report. Staff reported on permits issued, the Pilot Project, the Anaerobic Manure Digester General Order Workgroup's collaboration for general order air permits. The results are to be taken to the Legislature for approval. Staff continued with other activities of the Division, including a Draft Air Operating Permit in the public comment period.

Staff discussed a new Air Quality Graph, Federal Equivalent Monitor data and explained the process for the new monitor. This monitor provides better information which can reduce the chance of a violation of the standard. A Stage 2 Burn Ban is in effect, and may be removed tomorrow depending on monitor levels and weather conditions.

Staff asked if there were any questions. As there were no questions, that concluded the Engineering and Planning Division report.

**11. Accept Compliance and Air Monitoring Division Report**

Keith Hurley, Division Supervisor, reported to Board, as the new Safety Director, he is refocusing and refreshing the previous Safety Program including use of Agency vehicles and reducing risk for the Agency.

Staff then reported on Compliance and Air Monitoring Programs. Staff noted to Board a surface coater complaint was received. He was not sure of the cause for the complaint; it could be in relationship to the permit process required.

Staff asked if there were any questions. As there were none, that concluded the Division report.

**12. Public Education and Outreach Program**

Dave Caprile, Public Information Officer reported on the Woodstove Rebate Program. \$20,000 has been set aside for this program which ends, November 15<sup>th</sup>. The rebate program is in various stages of completion. The Woodstove Change-Out Program (WSCO) begins, November 16<sup>th</sup>. OIC and NCAC are qualifying households from our previous wait list, as well as from their fuel assistance programs, for the WSCO Program.

Staff introduced a new Reward Rebate. This is a result of the Compliance Division finding people advertising uncertified wood stoves on the internet. If a person elects to recycle their old non-certified wood stove they get \$100 as a rebate from YRCAA. The recycler gives the Agency a set amount for the recycled metal value of the wood stove. Keith Hurley, Compliance Division, discussed how staff came across the ads on Craig's List.

The Agency is looking into a new sign for the Agency which will show the daily burn status and other information to the public as they have access into and out of Yakima via North First Street. Staff presented an Air Quality section for the Master Home Environmentalist Program sponsored by the Yakima Valley Farmworkers Clinic on October 12<sup>th</sup>. The Agency hosted the Northwest Air Quality Communicators Group meeting held October 20<sup>th</sup> and 21<sup>st</sup> in Yakima.

Board was pleased with ads at stores for the Wood Stove Rebate Program, and the new Reward Rebate Program.

Staff concluded by informing Board of the additional \$200,000 grant for the WSCO program. This grant continues to June, 2013.

As there were no other questions or comments, that concluded the Program report.

**13. Other Business & Adjournment**

Tom Gasseling, Board Chair, asked if there was any other business. Kevin Bouchey moved to adjourn. Bill Lover seconded. Meeting adjourned at approximately 3:09 p.m.

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Tom Gasseling, YRCAA Board Chair

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Patty Walker, Clerk of the Board

**Audio CD of this meeting is available at the YRCAA.**  
*Minute Summary submitted to Board for approval December 8, 2011.*