



Yakima Regional Clean Air Agency

*Yakima Regional Clean Air Agency
Agencia Regional de Aire Limpio de Yakima*

Meeting of the Board of Directors February 2024

**Reunión de la Junta Directiva
Febrero 2024**

February 8, 2024

8 de Febrero de 2024

Notice of Language Services

The Yakima Regional Clean Air Agency (YRCAA) offers free interpretation of public meetings and translation of board documents. To request interpretation of this Board of Directors' Meeting, to obtain a translation of this document, or to provide public comment at this meeting in a language other than English, please call 509-834-2050 extension 100 or send electronic mail to admin@yrcaa.org at least 72 hours in advance of the meeting.

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Public Comments

Members of the public may submit comments to the Board by: a) speaking in person or remotely (see below) during the public comment period of any meeting; b) mailing them to 186 Iron Horse Ct. Ste. 101, Yakima, WA 98901; or c) sending them via electronic mail to admin@yrcaa.org.

Remote Access

Meetings are broadcast live and rebroadcast on the Yakima Public Access Channel (Y-PAC). For a current schedule, visit www.yakimawa.gov/services/yctv. Public comment may be offered remotely via Zoom video or voice conference call. See the agenda for the meeting ID, link, and phone numbers (long-distance charges may apply).

Aviso de Servicios Lingüísticos

La agencia Regional de Aire Limpio de Yakima (YRCAA) ofrece interpretación gratuita de reuniones públicas y traducción de documentos de la junta. Para solicitar la interpretación de esta reunión de la Junta Directiva, obtener una traducción de este documento o proporcionar comentarios públicos en esta reunión en un idioma que no sea inglés, llame al 509-834-2050 extensión 100 o envíe un correo electrónico a admin@yrcaa.org al menos 72 horas antes de la reunión.

Notificación de No Discriminación

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Comentarios Públicos

Los miembros del público pueden enviar comentarios a la Junta por: a) hablando en persona o de forma remota (ver a continuación) durante el período de comentarios públicos de cualquier reunión; b) enviándolos por correo a 186 Iron Horse Ct. Ste. 101, Yakima, WA 98901; o c) enviándolos por correo electrónico a admin@yrcaa.org.

Acceso remoto

Las reuniones se transmiten en vivo y se retransmiten en el Canal de Acceso Público de Yakima (Y-PAC). Para ver un cronograma actual, visite www.yakimawa.gov/services/yctv. Los comentarios públicos se pueden ofrecer de forma remota a través de Zoom video o llamada de conferencia de voz. Consulte la agenda para conocer el ID de reunión, el enlace y los números de teléfono (se pueden aplicar cargos por larga distancia).

Regular Meeting of the Board of Directors

February 8, 2024 – 2:00 P.M.

Yakima City Hall; 129 N Second Street; Yakima, Wash.

Duration – 30 minutes (estimated)

AGENDA

- 1. Call to Order**
- 2. Roll Call**
- 3. Changes to the Agenda**
- 4. Public Comments**
The public may address any matter relevant to the business of the Board at this time. Please state your name and the item you wish to address. Comments are limited to three (3) minutes per person.
- 5. Board Meeting Minutes for January 2024**
- 6. Vouchers and Payroll Transfers for January 2024**
- 7. Executive Director's Report**
- 8. Adjournment**

Zoom information
URL: <https://us06web.zoom.us/j/6058007569>

Meeting ID: 605 800 7569
Phone number: 253-215-8782 or 253-205-0468

If you wish to attend the YRCAA board meeting and require an accommodation due to a disability or need interpretation or translation services, call 509-834-2050 ext. 100 or send an email to admin@yrcaa.org.

Reunión Ordinaria de la Junta Directiva

8 de Febrero de 2024 – 2:00 P.M.

Ayuntamiento de Yakima; 129 N Second Street; Yakima, Wash.

Duración – 30 minutos (estimativo)

AGENDA

- 1. Llamar al Orden**
- 2. Registo de Asistencia**
- 3. Cambios en el Orden del Día**
- 4. Comentarios Públicos**
El público puede abordar cualquier asunto relacionado con los asuntos de la Junta en este momento. Indique su nombre y el artículo que desea abordar. Los comentarios están limitados a tres (3) minutos por persona.
- 5. Actas de la Reunión de la Junta para Enero de 2023**
- 6. Comprobantes y Transferencias de Nómina para Enero de 2023**
- 7. Informe de los Directores Ejecutivos**
- 8. Cierre**

Zoom información

URL: <https://us06web.zoom.us/j/6058007569>

ID de reunión: 605 800 7569

Número de teléfono: 253-215-8782 or 253-205-0468

Si desea asistir a la reunión de la junta de YRCAA y requiere una adaptación debido a una discapacidad o necesita servicios de interpretación o traducción, llame al 509-834-2050, ext. 100 o envíe un correo electrónico admin@yrcaa.org.

1. **Call to Order**

Chairperson DeVaney called the meeting to order at 2:08 p.m. in the council chambers, Yakima City Hall; 129 N Second St.; Yakima, Washington.

2. **Roll Call**

Herman conducted roll call and declared a quorum present.

Board members: Amanda McKinney, County Representative, Present
Steven Jones, Ph.D., County Representative, Present
Janice Deccio, Large City Representative, Absent
Jose Trevino, Small City Representative, Absent
Jon DeVaney, Member-at-Large, Present

Staff present: Marc Thornsbury, Executive Director
Pamela Herman, Clerk of the Board
Jocelyn Roberson, Staff Accountant

3. **Changes to the Agenda**

DeVaney asked if there were any changes to the agenda. None were requested.

4. **Public Comment**

DeVaney asked if there were any public comments.

Sandy Braden, Friends of Toppenish Creek, requested information concerning the status of the DTG permit approval. DeVaney asked Thornsbury if any information was to be provided in his report. Thornsbury responded he would do so.

5. **Board Meeting Minutes for December 2023**

DeVaney asked if there was a motion to approve the minutes. McKinney moved to approve the minutes. Jones Seconded. Motion passed 2-0.

6. **Vouchers and Payroll Transfers for December 2023**

DeVaney asked if there were comments or questions regarding the vouchers and payroll transfers. Jones asked what services OIC performs with respect to the wood stove change-out program. Thornsbury replied OIC performs qualifications for low-income installations. McKinney moved to approve the vouchers and transfers. Jones seconded. Motion passed 2-0.

7. **Resolution 2024-01 Delegating Authority to Agency Officials**

Thornsbury explained the Yakima County Treasurer requires a delegation of authority regarding financial transactions and the delegation must expire and be subsequently renewed each year. He noted that, having recognized renewal would be a more frequent occurrence, the elements previously comprising a single delegation have been split with the assignment of authorities by position appearing in the proposed resolution, to be adopted as needed, and the assignment of staff to those positions appearing in a second, more succinct, resolution to

be adopted on an annual basis. Thornsby added prior delegations included roles and responsibilities for board members, but these have been removed and are expected to reappear in a future board conduct document that will be presented at a later date.

McKinney made a motion to adopt Resolution 2024-01 Delegating Authority to Agency Officials. Jones seconded. Motion passed 2-0.

8. Resolution 2024-02 Appointing Agency Officials

McKinney made a motion to adopt Resolution 2024-02 Appointing Agency Officials. Jones seconded. Motion passed 2-0.

9. Resolution 2024-03 Adopting a Minor Source Classification Methodology

Thornsby noted the question of whether the 2024 fees should be adopted by motion or resolution had been raised at the prior meeting and, based on his recommendation, the Board adopted them by motion. He explained his recommendation was based on statutory requirements, but did not take into account the Agency's own regulations which, as pointed out by staff, stipulate fees must be adopted by resolution. Thornsby stated the resolutions proposed meet the formal requirements of Agency policy.

DeVaney requested confirmation the resolution being considered and the following resolution concern the matters adopted by the Board by motion at the prior meeting. Thornsby concurred. McKinney made a motion to adopt Resolution 2024-03 Adopting a Minor Source Classification Methodology. Jones seconded. Motion passed 2-0.

10. Resolution 2024-04 Adopting a Fee Schedule for 2024

Jones remarked the resolution states the Board elected to adjust wages and salaries for 2024-25, but doing so is by budget resolution. Thornsby stated the wage and salary adjustments for 2024-25 would not be formally approved until the budget is adopted in June. Jones expressed concern the resolution does not indicate the matter is subject to discussion and presents the adjustments as a foregone conclusion.

DeVaney noted the budget discussion was a plan and the fee schedule proposed is reflecting the plan—though the financial commitment has not yet been made through budget adoption. Jones stated the decision should be made via the budget process and not the resolution presented. Thornsby stated that was not the intent of the language and noted concern regarding the adoption of a free increase without including the underlying rationale. He added Jones had, at the prior meeting, stated a desire to make clear the fee increase was for the purpose of wage and salary adjustments and the inclusion of the language in question was to address Jones' concerns.

Jones noted the resolution states the second year increase in wages and salaries will take effect in July 2024, but does not provide detail regarding the increase apart from specifying the date. Thornsby replied the matter would be discussed during the normal budget process taking place in April and May. DeVaney noted the "Whereas" statements in the resolution

are findings that justify the resolution while it is the statements following “Therefore, be it resolved” that are binding. McKinney noted this type of issue often occurs in circumstances where there are two-year funding cycles and stated the language was acceptable to her. McKinney made a motion to adopt Resolution 2024-04 Adopting a Fee Schedule for 2024. Jones seconded. Motion passed 2-0.

11. **Executive Director’s Report**

Thornsbury noted the Board had previously expressed a desire that registrants be provided adequate information concerning the new registration fees and explained the purpose of the draft letter presented to the Board was to provide it an opportunity to review and comment as to whether those concerns were satisfactorily addressed. DeVaney thanked Thornsbury for drafting the letter. McKinney expressed appreciation for highlighting that staff will be reviewing the changes and making adjustments as needed. Thornsbury explained staff would review any issues or concerns raised and added any adjustments would take place in the Fall when rates for 2025 are considered.

Thornsbury noted Carl Brookshire will be retiring after over two decades with the Agency. He added the Agency will be working to bring on two new compliance staff members over the next couple weeks.

Thornsbury stated the EPA mobile air quality lab is currently operating in Yakima County and will be in two locations for three weeks each. He added it is currently in the City of Yakima and will move to the City of Toppenish thereafter. Thornsbury explained work is expected to be complete around the end of February.

Thornsbury reminded the Board of its plan to hold two meeting in south Yakima County with one having been held last Fall and the next coming this Spring. He noted the Board intended to evaluate these meetings once both had taken place and suggested possibly holding the April meeting at a place to be determined in the south county area. Thornsbury added the matter would return for discussion at the next meeting.

Thornsbury addressed the DTG landfill air permit, explaining the Agency received a Notice of Construction in Summer of last year, went through a public comment period and held a public hearing in the Fall. He noted the Agency had received numerous comments and staff were in the process of carefully reviewing them, crafting a response to the comments, and reviewing the draft permit and making adjustments to it as warranted to the extent to which the Agency has the authority to do so. Thornsbury explained not all comments received were related to areas the Agency can affect, many of which fall to other agencies.

Thornsbury stated work continues on the permit and the response to comments and the Agency is working closely with its partners, the Dept. of Ecology and the Yakima Health District. He added an end date has not been established but all of the parties are working to

bring their respective work to a conclusion. Thornsby stated the response to public comments and the permit will be posted to the Agency web site upon completion.

McKinney asked Thornsby to summarize the authority the Agency has versus the Dept. of Ecology and the Yakima Health District. Thornsby explained there are three criteria in statute for reviewing air permits in areas that are in attainment and additional criteria for areas *not* in attainment that are not currently applicable to Yakima County. He noted the Washington Administrative Code states a permit *will* be issued for a Notice of Construction unless it fails to meet one or more of the three criteria.

Thornsby explained the air permit and its criteria are a relatively small part of the broad range of issues involved in solid waste landfill permitting, most of which fall to the Yakima Health District in consultation with the Dept. of Ecology. He explained the Agency has no authority with respect to such matters and is limited to offering advice when solicited. Thornsby noted some land use and permitting elements fall to Yakima County.

DeVaney asked if the position being vacated by Brookshire had been posted and the qualifications for the position. Thornsby explained there is no typical program or course of study the conclusion of which provides a certificate or degree in air quality monitoring and inspections. He added the Agency provides information concerning what the position entails and looks for individuals with compatible skills such as the ability to interact with members of the public in an enforcement context, the ability to understand equipment and mechanical processes, the ability to handle paperwork and understand statutory language, and other elements necessary for the type of work performed. Thornsby reiterated the primary objective is to find people with skills transferrable from other areas with the understanding finding someone with all of the desired skills is unlikely and training will be necessary to fill the gaps.

12. Adjournment

Jones moved to adjourn. McKinney seconded. Motion passed 2-0.

DeVaney adjourned the meeting at 2:25 p.m.

Jon DeVaney, Chairperson

Jocelyn Roberson, Interim Clerk of the Board

01/04/2024

Accounts Payable

YRCAA Fund: 614-6140
Enterprise Fund: 614-1410

<u>Name</u>	<u>Warrant No.</u>	<u>GL No.</u>	<u>Amount</u>	<u>Date</u>
509 Ductless*	35789	4105	3,404.00	01/05/2024
Alliant Communications	35790	4201	145.81	01/05/2024
Armstrong's Stove & Spa Yakima*	35791	4105	53,440.05	01/05/2024
Charter Communications	35792	4201	309.51	01/05/2024
Coastal*	35793	4105	10,655.74	01/05/2024
Coleman Oil Company	35794	3201	145.05	01/05/2024
Fosseen's Home & Hearth*	35795	4105	10,922.66	01/05/2024
Invisible Ink	35796	4201	215.00	01/05/2024
Iron Horse Real Estate & Property Mgt	35797	4501	4,956.53	01/05/2024
Jessie Caraway*	35798	4105	450.00	01/05/2024
KeyBank	35799	Various	2,271.58	01/05/2024
Trista Melton*	35800	4105	350.00	01/05/2024
OIC*	35801	4105	750.00	01/05/2024
Precision Sheet Metal*	35802	4105	11,988.00	01/05/2024
Kyle Dean Rainford*	35803	4105	350.00	01/05/2024
Rowdy Construction*	35804	4105	10,754.19	01/05/2024
Charles Strom*	35805	4105	1,550.00	01/05/2024
Berk Delano Whitmore*	35806	4105	1,550.00	01/05/2024
Xpress Billpay	35807	4901	130.62	01/05/2024

Total

\$114,338.74

* Grant Reimbursement

** NOC/Enterprise

I hereby certify the invoices and warrants described above for the Yakima Regional Clean Air Agency have been examined, audited, and approved for payment.

Jocelyn Roberson (DATE)
Primary Auditing Officer

Marc Thornsbury (DATE)
Secondary Auditing Officer

Jon DeVaney (DATE)
Board Chairperson



01/18/2024

Accounts Payable

YRCAA Fund: 614-6140
Enterprise Fund: 614-1410

<u>Name</u>	<u>Warrant No.</u>	<u>GL No.</u>	<u>Amount</u>	<u>Date</u>
509 Ductless*	35808	4105	20,466.36	01/19/2024
Abadan Reprographics	35809	4801	94.18	01/19/2024
Alliant Communications	35810	4201	357.22	01/19/2024
Armstrong's Stove & Spa Yakima	35811	4105	38,266.92	01/19/2024
Francisco Carrasco*	35812	4105	4,600.00	01/19/2024
Cascade Natural Gas Corporation	35813	4701	227.87	01/19/2024
Coastal*	35814	4105	7,011.98	01/19/2024
Dept of Ecology Cashiering Unit	35815	4902	3,148.00	01/19/2024
Fosseen's Home & Hearth*	35816	4105	20,169.87	01/19/2024
Isidoro Gutierrez*	35817	4105	1,550.00	01/19/2024
Intermountain Cleaning Services, Inc.	35818	4802	425.00	01/19/2024
KIMA-TV*	35819	4105	1,600.00	01/19/2024
KUNW-TV*	35820	4139	1,600.00	01/19/2024
Ryan Lambert*	35821	4105	2,100.00	01/19/2024
Pacific Power	35822	4701	207.81	01/19/2024
Steven Paullin*	35823	4105	3,800.00	01/19/2024
David Perez*	35824	4105	3,800.00	01/19/2024
Rowdy Construction*	35825	4105	10,850.19	01/19/2024
Steven's Media Group*	35826	4105	528.00	01/19/2024
Valley Publishing Co.	35827	4401	46.25	01/19/2024
Yakima Area Arboretum & Botanical Garden**	35828	4506	400.00	01/19/2024
Yakima County Public Services-Utility Division	35829	4701	46.70	01/19/2024

Total **\$121,296.35**

* Grant Reimbursement

** NOC/Enterprise

I hereby certify the invoices and warrants described above for the Yakima Regional Clean Air Agency have been examined, audited, and approved for payment.

Jocelyn Roberson (DATE)
Primary Auditing Officer

Marc Thornsbury (DATE)
Secondary Auditing Officer

Jon DeVaney
Board Chairperson

(DATE)

YAKIMA REGIONAL CLEAN AIR AGENCY
SUPPLEMENTAL INCOME STATUS for CY 2023 on February 01, 2024
CY 2024 \$.48 PER CAPITA (Rounded Amounts)

City/Town	Past Due	Assessment Amount	Total Amt Due	Date Received	Amount Received	Balance Due	Responses
Grandview	\$ -	\$ 5,290	\$ 5,290			\$ 5,290	
Granger	\$ -	\$ 1,795	\$ 1,795			\$ 1,795	
Harrah	\$ -	\$ 278	\$ 278			\$ 278	
Mabton	\$ -	\$ 948	\$ 948			\$ 948	
Moxee	\$ -	\$ 2,239	\$ 2,239			\$ 2,239	
Naches	\$ -	\$ 540	\$ 540			\$ 540	
Selah	\$ -	\$ 4,015	\$ 4,015			\$ 4,015	
Sunnyside	\$ -	\$ 7,920	\$ 7,920			\$ 7,920	
Tieton	\$ -	\$ 722	\$ 722			\$ 722	
Toppenish	\$ -		\$ -			\$ -	
Union Gap	\$ -	\$ 3,187	\$ 3,187			\$ 3,187	
Wapato	\$ 1,011	\$ 2,215	\$ 2,215			\$ 2,215	
City of Yakima	\$ -	\$ 47,136	\$ 47,136			\$ 47,136	
Zillah	\$ -	\$ 1,534	\$ 1,534			\$ 1,534	
Yakima Co.	\$ -	\$ 42,698	\$ 42,698			\$ 42,698	
Totals:	\$ 1,011	\$ 120,517	\$ 120,517		\$ -	\$ 120,517	

Date of Release: February 1, 2024
Date of Consideration: February 8, 2024
To: Honorable YRCAA Board of Directors and Alternates
From: Office of the Executive Director
Subject: Monthly Activity Report

Activity	<i>Current Quarter</i>				FY24 Ttl. to Date
	FY23 Total	Nov FY24	Dec FY24	Jan FY24	
Minor Source Inspections	156	0	0	0	20
Complaints Received	161	18	8	1	78
NOVs Issued	77	0	0	5	8
AODs Issued	4	0	0	0	0
Warning Notices Issued	2	0	0	0	0
NOPs Issued	19	0	0	0	1
SEPA Reviews	297	21	19	25	139
AOP Applications Received	0	0	0	0	0
AOPs Issued or Renewed	1	0	1	0	1
Deviations/Upsets Reported	16	2	1	1	11
AOP Inspections	2	0	0	0	0
Public Workshops	2	0	0	0	2
Media Events	3	1	0	0	2
Media Contacts	8	1	0	0	3
Education Outreach Events	0	0	0	0	2
Sources Registered	375	0	0	0	6
NSR Applications Received	12	0	0	1	7
NSR Approvals Issued-Temporary	0	0	0	0	0
NSR Approvals Issued-Permanent	16	0	0	1	6
NODRs Received	180	10	5	1	67
Agricultural Burn Permits Issued	40	1	0	5	9
Conditional Use Permits Issued	5	1	0	0	1
Residential Burn Permits Issued	852	0	0	0	0
Burn Ban Days	34	6	2	8	16
Public Records Requests Fulfilled	29	2	3		16

Acronyms:

AOP - Air Operating Permit; **NODR** - Notification of Demolition and Renovation; **NOP** - Notice of Penalty; **NOV** - Notice of Violation; **NSR** - New Source Review; **SEPA** - State Environmental Policy Act

Executive Memorandum

Date of Release: February 1, 2024
Date of Consideration: February 31, 2024
To: Honorable YRCAA Board of Directors and Alternates
From: Office of Engineering and Planning Division
Subject: January's Compliance, Engineering and Planning Division Report

Issue:

Monthly activities report to the Board of Directors of YRCAA.

Discussion:

The following summarizes some of the activities for the month of January including some additional related information:

- Eight days of burn bans were called for the month of January (Stage I);
- Issued 5 agricultural burn permits;
- Working on the registration program for 2024;
- Issued one dust control plan;
- Working on New Source Reviews (NSR) permits;
- Reviewed/responded to 25 SEPA's projects;
- Working on Title V renewals;
- Reviewed/approved one Notifications of Demolition / Renovation (NODR);
- Worked on the daily weather forecasts for the burn status and agricultural burn allocation;
- We expect no exceedances during the month of January as shown in the graphs below;
- Working on several permitting and compliance issues with industrial sources;
- Collected and shipped for analysis approximately 15 Air Monitoring Samples and completed 6 Quality Control (QC) checks on 5 Air Monitors. Investigated one complaint and issued 5 NOV's for the month of January;

The following Table itemizes, by type, the number of complaints received and the number of NOV's issued, for the month of January 2023:

Type of Complaint	Number of Complains	Number of NOV's*	Number of AOD's**
Residential Burning		2	
Agricultural Burning			
Other Burning and SFBD***	1	3	
Fugitive / Construction Dust			
Agricultural Dust			
Agricultural Odor			
Other Dust			
Surface Coating			
Odor			
Asbestos			
Others and NSR****			
Registration			
Industrial Sources			
TOTALS	1	5	0

* NOV- Notice of Violation

** AOD- Assurance of Discontinues

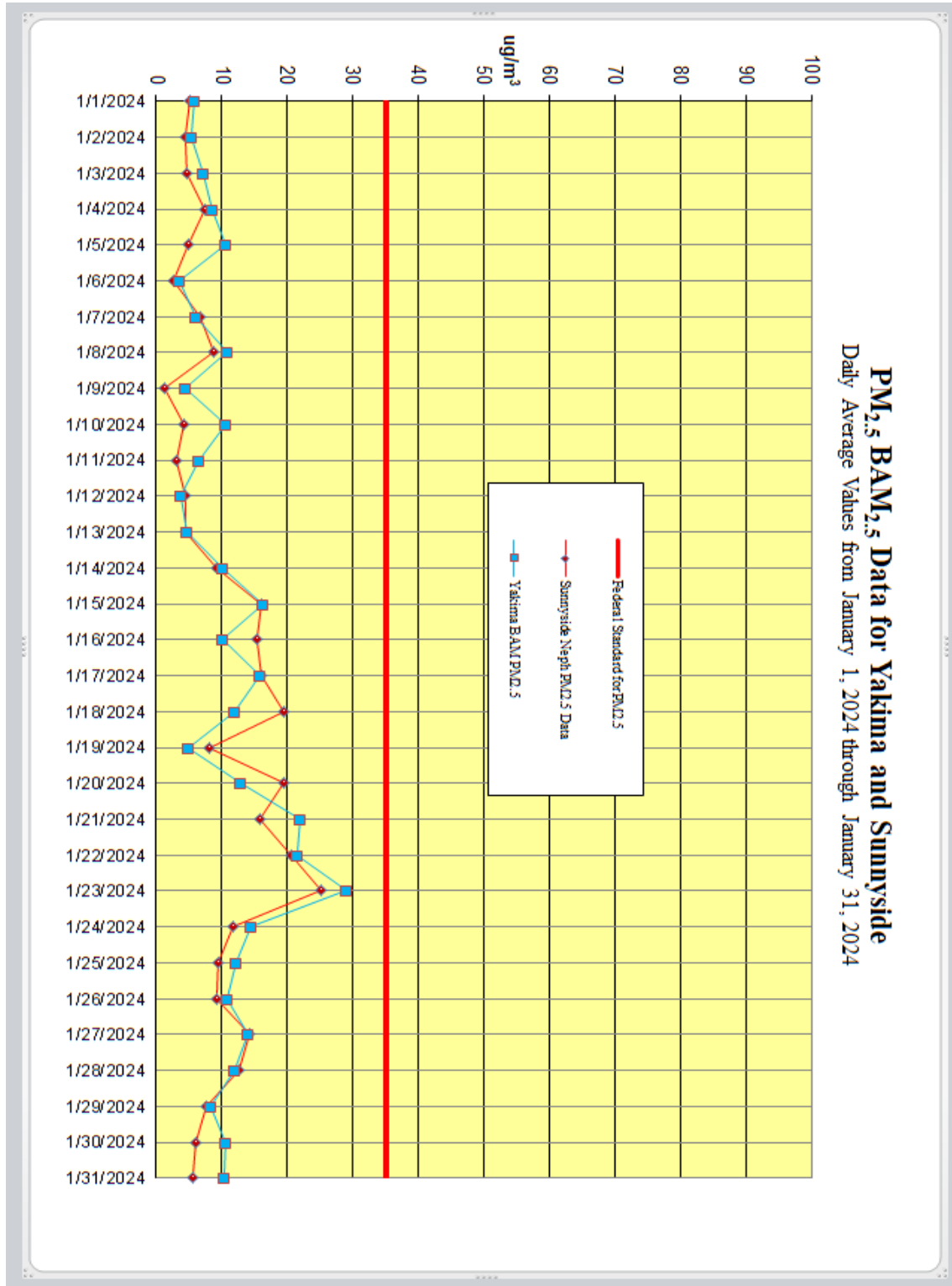
*** Solid Fuel Burning Device **** New Source Review

Attachments:

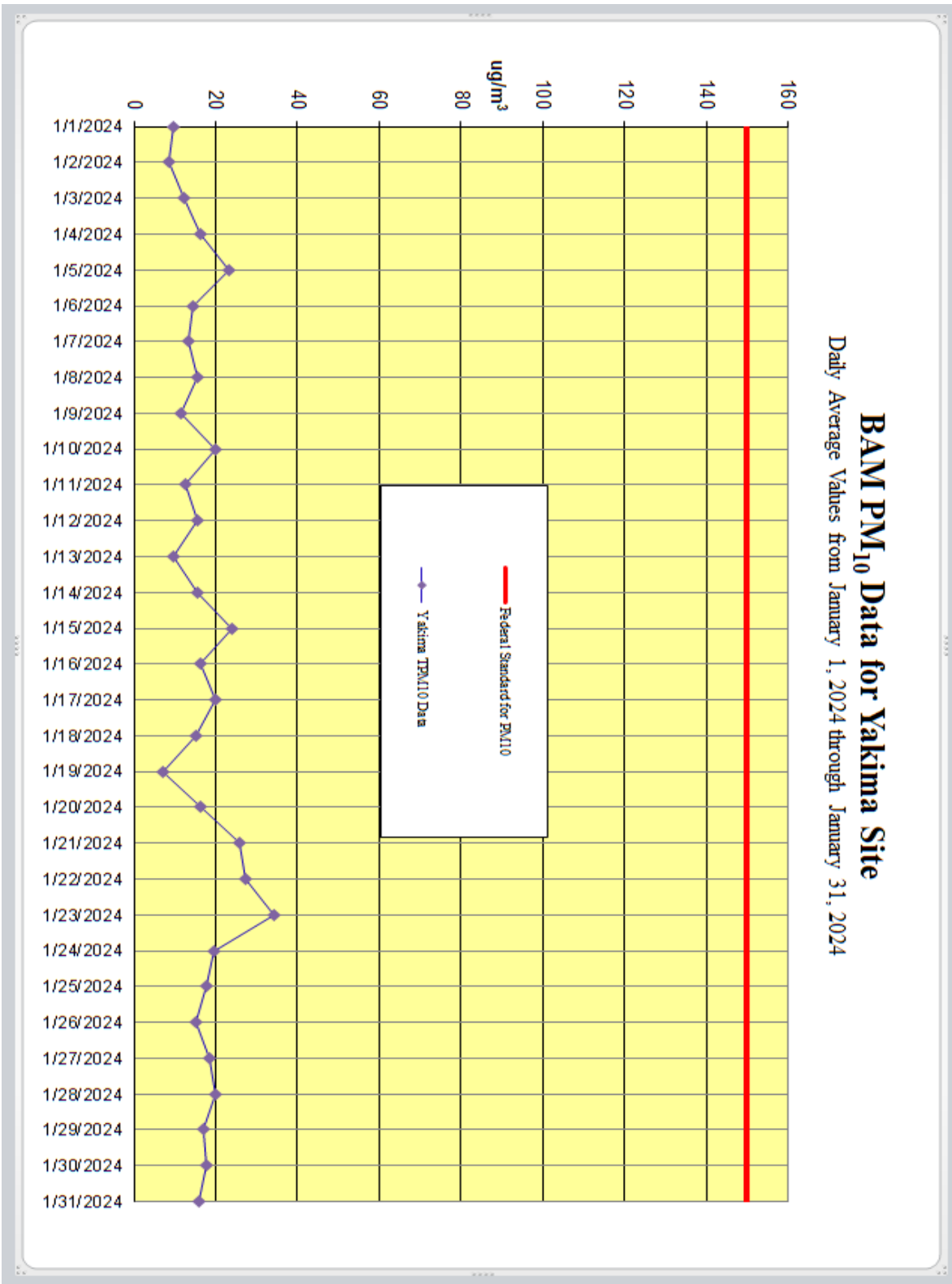
- ✓ *PM_{2.5} Monitor Data for the month of January 2024 and the annual graphs.*
- ✓ *PM₁₀ Monitor Data for the month of January 2024.*

- **PM_{2.5} Data**

- We expect no PM_{2.5} exceedances for the month of January.



- **PM₁₀**
 - We expect no PM₁₀ exceedance for the month of January.



- **Annual PM_{2.5} Data**

- Annual PM_{2.5} for Yakima and Sunnyside monitors for the specified periods.

