



Yakima Regional Clean Air Agency

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

Meeting of the Board of Directors October 2024

Reunión de la Junta Directiva
Octubre 2024

October 10, 2024

10 de octubre 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.

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Meetings are broadcast and rebroadcast on the Yakima Public Access Channel (Y-PAC). Visit www.yakimawa.gov/services/yctv. Public comment may be offered remotely via Zoom video or telephone conference call. See the agenda for the URL, meeting ID, and phone numbers (long-distance charges may apply). Please raise your virtual hand (*9 on a phone) to be recognized.

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 y 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 conferencia telefónica. Consulte la agenda para obtener la URL, el ID de la reunión y los números de teléfono (es posible que se apliquen cargos de larga distancia). Levante su mano virtual (*9 en un teléfono) para ser reconocido.

Regular Meeting of the Board of Directors

October 10, 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 September 12, 2024**
- 6. Payroll Transfer for August 2024**
- 7. Vouchers for September 2024**
- 8. Executive Director's Report**
- 9. Other Business**
- 10. 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

10 de octubre de 2024 – 2:00 P.M.

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

Duración – 30 minutos (estimativo)

ORDEN DEL DIA

- 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. Acta de la Reunión de la Junta Directiva del 12 de Septiembre de 2024**
- 6. Transferencia de Nómina para Agosto de 2024**
- 7. Pagos para Septiembre de 2024**
- 8. Informe de los Directores Ejecutivos**
- 9. Otros Asuntos**
- 10. 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 2:01 p.m. in the council chambers, Yakima City Hall; 129 N Second St.; Yakima, Washington.

2. **Roll Call**

Thornsbury conducted roll call and declared a quorum present.

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

Staff present: Marc Thornsbury, Executive Director

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. Thornsbury reminded persons attending via video conference to raise their virtual hand to make comment. No comments were offered.

5. **Board Meeting Minutes for August 8, 2024**

DeVaney asked if there were any corrections to the minutes. None were suggested. Jones asked if Enduris was the insurer for the Agency. Thornsbury confirmed, noting it is considered a risk pool. Jones moved to approve the minutes for August 8, 2024. Trevino seconded. Motion passed 2-0.

6. **Payroll Transfers for July 2024**

Thornsbury explained while the Board previously approved the payroll transfers for July 2024, through an error the board packet did not include them so they are available for the Board to reapprove having now had the benefit of reviewing them. He went on to note it had been discovered that previous payroll transfer documents reported the top line item as “gross pay” when, in fact, it was “net pay” and did not account for employee payroll deductions. Thornsbury stated the other amounts provided, including the bottom line total, on each document were correct, but with the employee payroll deduction amount excluded, the figures presented would not quite equal that total shown. He noted the corrected documents could be brought back to the Board if it so desires.

Jones moved to approve the payroll transfers for July 2024. Trevino seconded. Motion passed 2-0.

7. Vouchers for August 2024

Jones moved to approve the fiscal vouchers for August 2024. Trevino seconded. Motion passed 2-0.

8. Executive Director's Report

Thornsbury noted he had been very busy and the office has been short-staffed due to vacations, medical leave, and opacity training, adding at times he has been the only person in the office. He stated recruiting has started for the Administrative Assistant position with the expectation interviews would begin in approximately one and one-half weeks.

Thornsbury explained he has spent considerable time making improvements to the Agency database system to improve the ability to extract useful information and beginning to draft supporting procedures. He added the objective is to be able to provide data and statistics on the web site regularly (perhaps monthly) for the benefit of board members and the public without the need for staff to manually assemble that information.

9. Other Business

DeVaney noted there were seven violations issued related to registration and asked Thornsbury to elaborate. Thornsbury explained they are typically for failure to file the required paperwork and/or failure to pay the registration fee. He added the Agency has had a mix of both and while most have been successfully resolved, a few remain outstanding and where it has proved impossible to gain voluntary compliance, the Agency has had to resort to issuing notices of violation.

Jones asked if these were entities that had previously registered or ones newly discovered. Thornsbury stated he could not offer a definitive answer, but it was his understanding most were existing entities.

DeVaney expressed appreciation for the preliminary response to the investigation by the U.S. Environmental Protection Agency previously noted at the September meeting as well as the detail contained in it.

10. Adjournment

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

DeVaney adjourned the meeting at 2:11 p.m.

Jon DeVaney, Chairperson

Marc Thornsbury, Executive Director

09/27/2024

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>
Abadan Reprographics	36029	3101	109.88	09/30/2024
Absolute Comfort Technology, LLC*	36030	4105	11,910.24	09/30/2024
Alliant Communications	36031	4201	420.12	09/30/2024
Amazon Capital Services	36032	3101	66.79	09/30/2024
Cascade Natural Gas Corporation	36033	4701	13.00	09/30/2024
Charter Communications	36034	4201	372.32	09/30/2024
Coleman Oil Company	36035	3201	338.92	09/30/2024
Mark Edler**	36036	4306	492.00	09/30/2024
Jose Gutierrez**	36037	4306	492.00	09/30/2024
Johnathan Hood*	36038	4105	350.00	09/30/2024
Intermountain Cleaning Service, Inc.	36039	4802	425.00	09/30/2024
Iron Horse Real Estate & Property Mgt	36040	4501	9,913.06	09/30/2024
KeyBank	36041	Various	2,468.41	09/30/2024
Law, Lyman, Daniel	36042	4101	533.00	09/30/2024
Misael Leon*	36043	4105	350.00	09/30/2024
Northwest Community Action Center*	36044	4105	50.00	09/30/2024
OIC*	36045	4105	50.00	09/30/2024
Pacific Power	36046	4701	273.83	09/30/2024
Brian Smeback*	36047	4105	1,550.00	09/30/2024
StorageMax	36048	4506	75.00	09/30/2024
Doug Weller*	36049	4105	1,600.00	09/30/2024
Donald & Kathie Wood*	36050	4105	350.00	09/30/2024
Yakima County Public Services-Utility Di	36051	4701	25.10	09/30/2024

Total **\$32,228.67**

* 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



**Payroll Reimbursement
August 2024**

Gross Wages		\$ 49,406.31
ER Taxes Paid	\$ 702.72	
ER Medical Paid	8,917.37	
Pers 1 ER Paid	-	
Pers 2 ER Paid	3,078.51	
Pers 3 ER Paid	1,256.37	
SUTA	78.94	
L & I	1,239.49	
Benefits		\$ 15,273.40
Bank Charges		
Other	-	
Miscellaneous		\$ -
Total Payroll		\$ 64,679.71

Jocelyn Roberson (DATE)
Primary Auditing Officer

Marc Thornsbury (DATE)
Secondary Auditing Officer

Jon DeVaney (DATE)
Board Chairperson



STAFF REPORT

Date: October 03, 2024
To: YRCAA Board of Directors
From: Jocelyn Roberson, Staff Accountant
Subject: Fiscal Program Report

Issue: Fiscal Reports

Analysis: Accounts Payable (AP) for the month of September and Payroll Authorizations for the month of August are enclosed for your approval. The Supplemental Income document is included as an informational item.

Recommendation: Accept and approve by minute action the September 2024 AP Fiscal Vouchers, totaling \$32,228.67 and the August 2024 Payroll Authorization, totaling \$64,679.71.

YAKIMA REGIONAL CLEAN AIR AGENCY
SUPPLEMENTAL INCOME STATUS for CY 2024 on October 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	2/20/2024, 05/22/2024, 07/15/2024, 09/30/2024	\$ 5,290	\$ -	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter, Paid 4th Quarter
Granger	\$ -	\$ 1,795	\$ 1,795	2/28/2024, 06/15/2024, 07/15/2024	\$ 1,346	\$ 449	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter
Harrah	\$ -	\$ 278	\$ 278	2/21/2024	\$ 278	\$ -	Paid in full
Mabton	\$ -	\$ 948	\$ 948	2/21/2024, 05/13/2024, 07/22/2024, 09/30/2024	\$ 948	\$ -	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter, Paid 4th Quarter
Moxee	\$ -	\$ 2,239	\$ 2,239	2/14/2024, 05/14/2024, 07/15/2024, 09/16/2024	\$ 2,239	\$ -	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter, Paid 4th Quarter
Naches	\$ -	\$ 540	\$ 540	2/21/2024, 05/20/2024, 07/22/2024	\$ 405	\$ 135	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter
Selah	\$ -	\$ 4,015	\$ 4,015	2/21/2024, 05/28/2024, 07/31/2024, 09/30/2024	\$ 4,015	\$ -	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter, Paid 4th Quarter
Sunnyside	\$ -	\$ 7,920	\$ 7,920	2/27/2024, 05/13/2024, 07/20/2024, 09/30/2024	\$ 7,920	\$ -	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter, Paid 4th Quarter
Tieton	\$ -	\$ 722	\$ 722	2/20/2024, 05/20/2024, 07/15/2024, 09/30/2024	\$ 722	\$ -	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter, Paid 4th Quarter

				2/20/2024, 06/28/2024, 07/15/2024, 09/30/2024	\$ 4,258	\$ -	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter, Paid 4th Quarter
Toppenish	\$ -	\$ 4,258	\$ 4,258				
Union Gap	\$ -	\$ 3,187	\$ 3,187	4/15/2024, 07/15/2024	\$ 1,594	\$ 1,593	Paid 1st Quarter, Paid 2nd Quarter
Wapato	\$ 1,011	\$ 2,215	\$ 2,215			\$ 2,215	
				2/22/2024, 05/06/2024, 07/03/2024	\$ 35,352	\$ 11,784	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter
City of Yakima	\$ -	\$ 47,136	\$ 47,136				
				2/22/2024, 05/13/2024, 07/05/2024, 09/20/2024	\$ 1,534	\$ -	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter, Paid 4th Quarter
Zillah	\$ -	\$ 1,534	\$ 1,534				
Yakima Co.	\$ -	\$ 42,698	\$ 42,698	2024, 05/20/2024, 07/18/	\$ 32,024	\$ 10,674	Paid 1st Quarter, Paid 2nd Quarter, Paid 3rd Quarter
Totals:	\$ 1,011	\$ 124,775	\$ 124,775		\$ 97,925	\$ 26,850	

Executive Memorandum

Date of Release: October 3, 2024
Date of Consideration: October 10, 2024
To: Honorable YRCAA Board of Directors and Alternates
From: Office of Engineering and Planning Division
Subject: September'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 September including some additional related information:

- Registration program has been completed for this year;
- Issued one New Source Reviews (NSR) permit;
- Working on NSR permits;
- Reviewed/responded to 18 SEPA's projects;
- Working on Title V program;
- Issued 2 agricultural burn permits;
- Reviewed/approved 5 Notifications of Demolition / Renovation (NODR);
- Worked on the daily weather forecasts for the burn status and agricultural burn allocation;
- Issued 5 Dust Control Plan (DCP);
- We expect no exceedances for the month of September as shown in the graphs below;
- Working on several permitting and compliance issues;
- Working with industry, technical assistance and site visits;
- We collected and shipped for analysis approximately 15 air monitoring samples, completed 6 Quality Control (QC) checks on 5 air monitors. Received 8 complaints, issued one Notice of Penalty (NOP). Had 8 inspection for the month of September;

The following Table itemizes, by type, the number of complaints received and the number of NOV's issued, for the month of September 2024:

Type of Complaint	Number of Complains	Number of NOV's*	Number of AOD's**
Residential Burning	1		
Agricultural Burning	1		
Other Burning and SFBD***			
Fugitive / Construction Dust	1		
Agricultural Dust	4		
Agricultural Odor			
Other Dust			
Surface Coating			
Odor	1		
Asbestos			
Others and NSR****			
Registration			
Industrial Sources			
TOTALS	8	0	0

* NOV- Notice of Violation

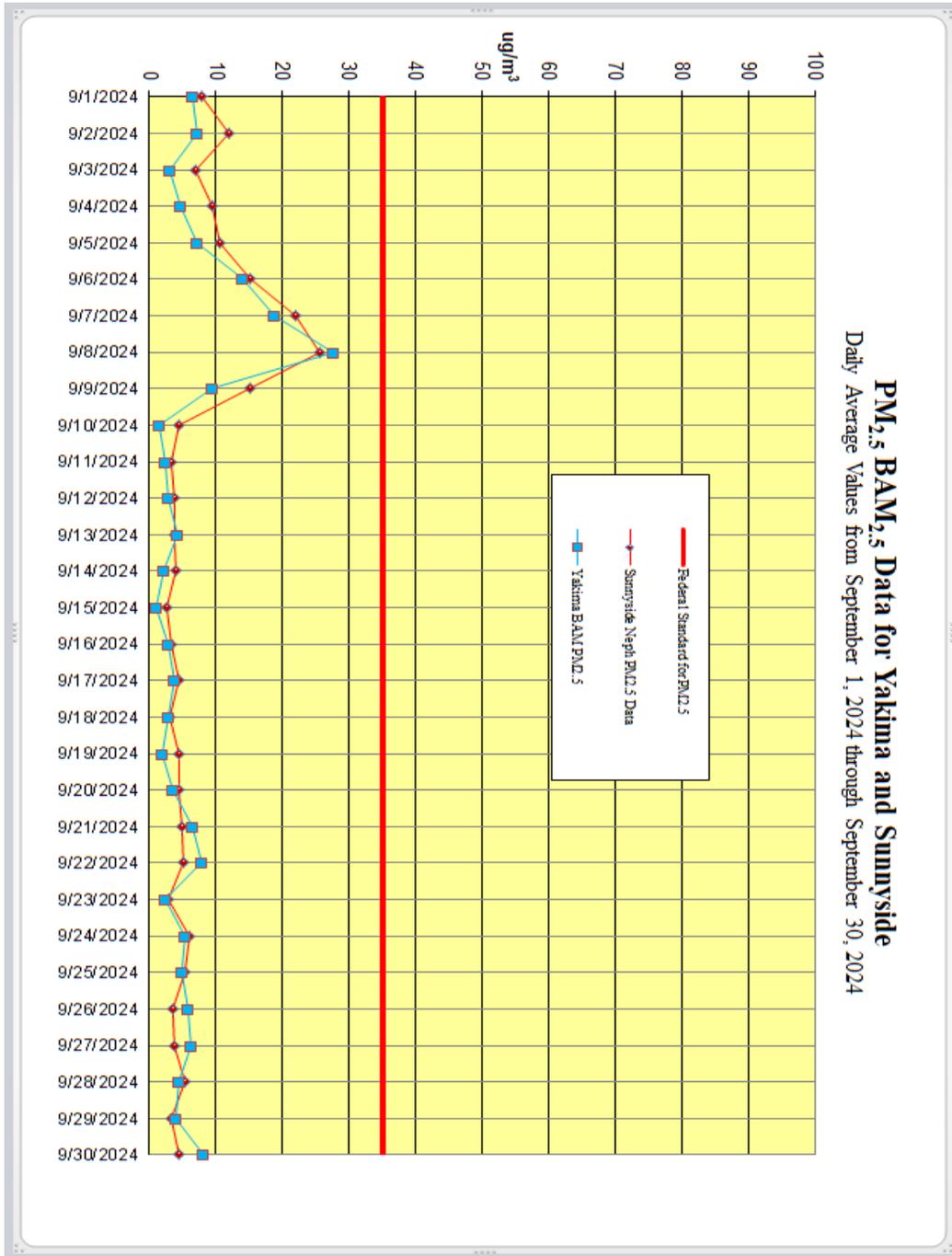
** AOD- Assurance of Discontinues

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

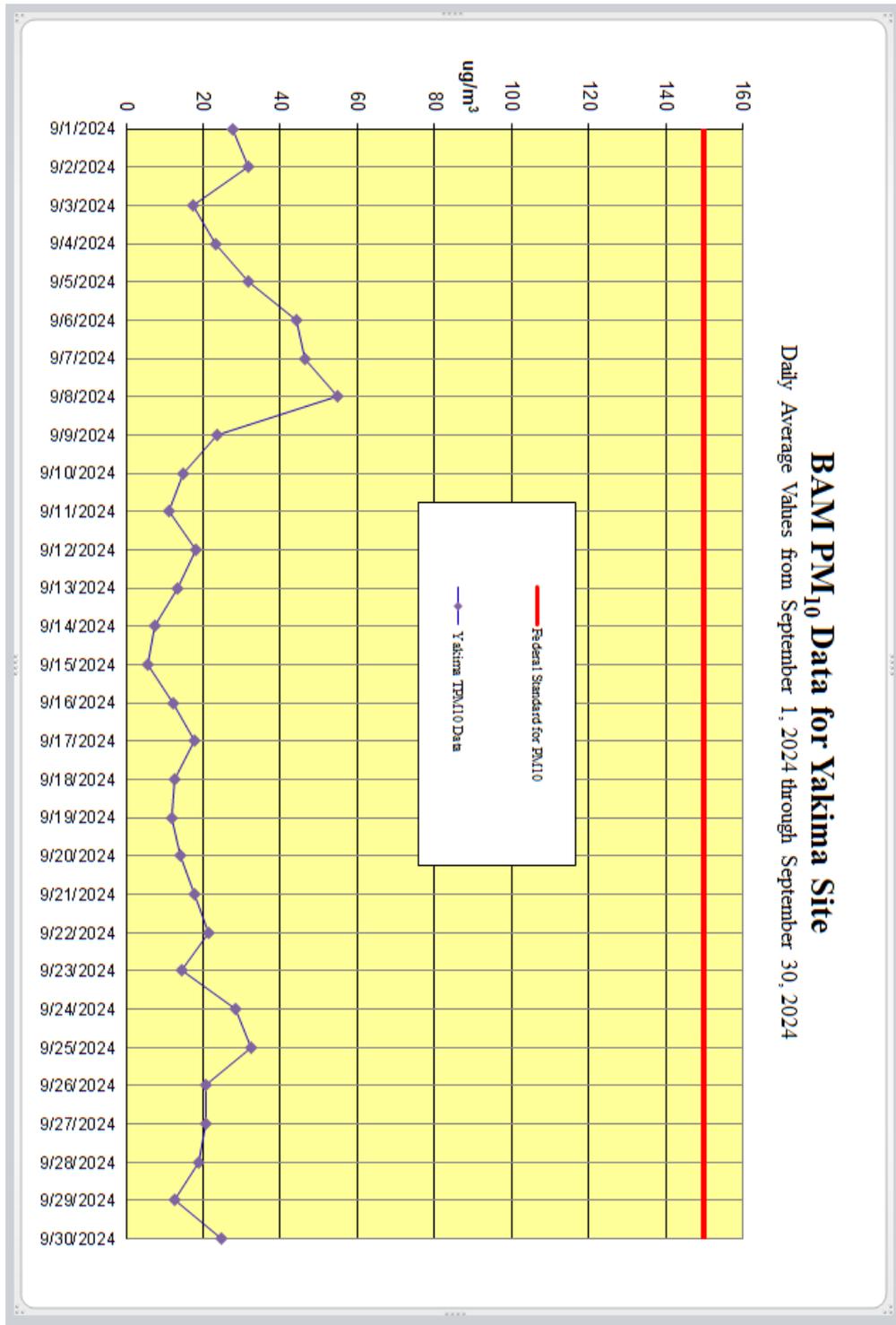
Attachments:

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

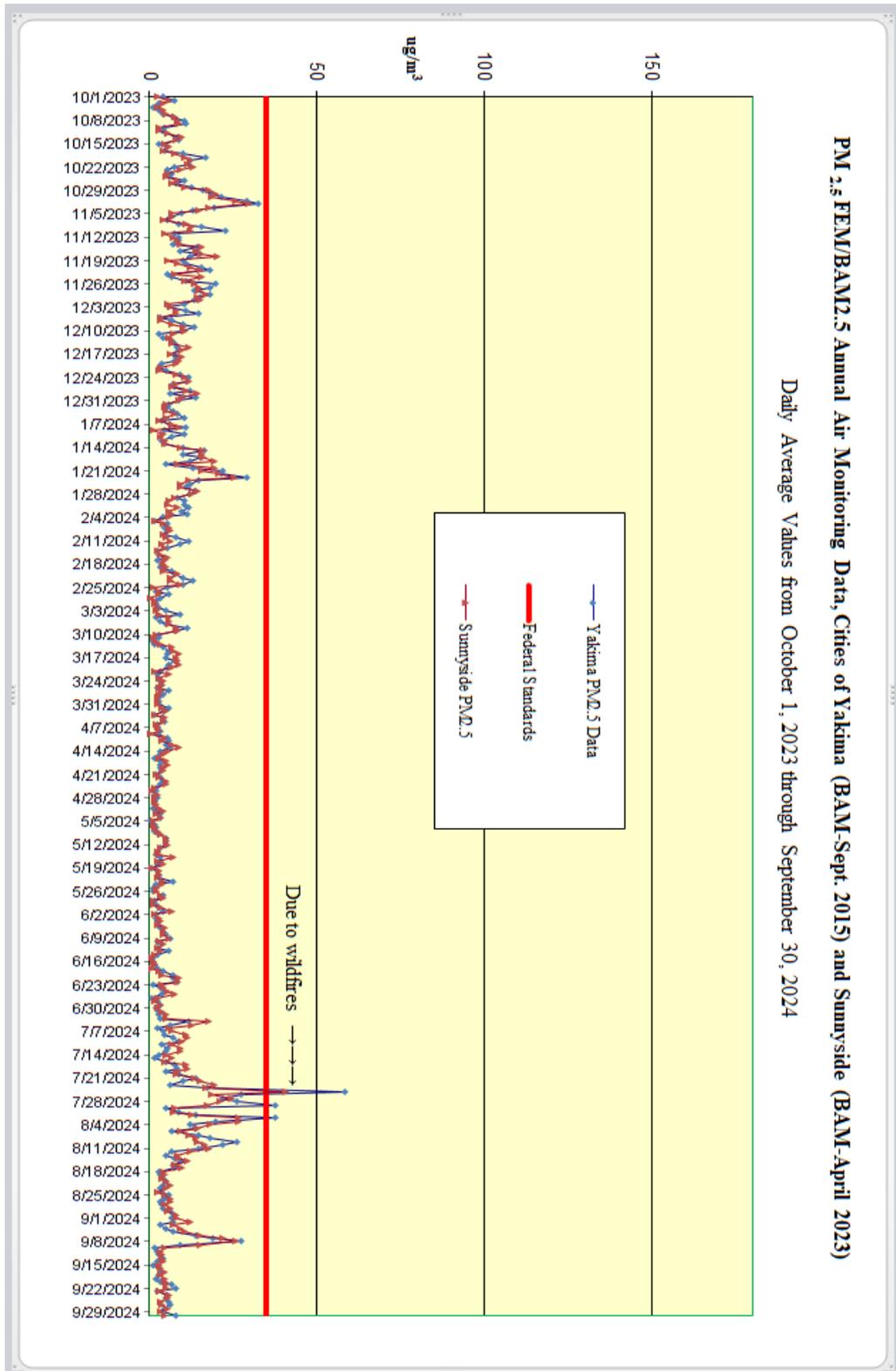
- **PM_{2.5} Data**
- We expect no PM_{2.5} exceedances for the month of September.



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



- **Annual PM2.5 Data**
- Annual PM2.5 for Yakima and Sunnyside monitors for the specified periods.



Date of Release: October 3, 2024
Date of Consideration: October 10, 2024
To: Honorable YRCAA Board of Directors and
From: Alternates Office of the Executive Director
Subject: Monthly Activity Report

Activity	<i>Current Quarter</i>				FY25 Total to Date
	FY24 Total	July FY25	Aug. FY25	Sept. FY25	
Minor Source Inspections	85	0	2	1	3
Complaints Received	189	18	15	8	41
NOVs Issued	35	0	7	1	8
AODs Issued	7	0	1	0	1
Warning Notices Issued	7	0	2	1	3
NOPs Issued	12	2	1	0	3
SEPA Reviews	263	26	25	18	69
AOP Applications Received	1	0	0	0	0
AOPs Issued or Renewed	2	0	0	0	0
Deviations/Upsets Reported	18	2	1	1	4
AOP Inspections	0	0	0	0	0
Public Workshops	2	0	0	0	0
Media Events	2	0	0	0	0
Media Contacts	3	0	1	0	1
Education Outreach Events	2	0	0	0	0
Sources Registered	240	1	0	0	1
NSR Applications Received	12	1	0	1	2
NSR Approvals Issued-Temporary	0	0	0	0	0
NSR Approvals Issued-Permanent	10	0	0	1	1
NODRs Received	117	15	1	5	21
Agricultural Burn Permits Issued	41	0	1	2	3
Conditional Use Permits Issued	7	0	0	0	0
Residential Burn Permits Issued	764	0	0	0	0
Burn Ban Days	16	0	0	0	0
Public Records Requests Fulfilled	21	0	1	2	1

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

AGENDA ITEM 6.2