



Yakima Regional Clean Air Agency

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

Meeting of the Board of Directors March 2025

**Reunión de la Junta Directiva
Marzo 2025**

March 13, 2025

13 de Marzo de 2025

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.

Notice of Non-Discrimination

The Yakima Regional Clean Air Agency (YRCAA) does not discriminate on the basis of race, color, national origin, disability, age, or sex in the administration of its programs or activities. The YRCAA does not intimidate or retaliate against any individual or group because they have exercised their rights to participate in, or oppose, actions protected by 40 C.F.R. Parts 5 and 7 or for the purpose of interfering with such rights in violation of Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; and the Age Discrimination Act of 1975, all as amended.

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 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

La Agencia Regional de Aire Limpio de Yakima (YRCAA) no discrimina por motivos de raza, color, origen nacional, discapacidad, edad o sexo en la administración de sus programas o actividades. La YRCAA no intimida ni toma represalias contra ningún individuo o grupo por haber ejercido sus derechos de participar u oponerse a acciones protegidas por 40 C.F.R. las Partes 5 y 7 o con el propósito de interferir con tales derechos en violación del Título VI de la Ley de Derechos Civiles de 1964; Sección 504 de la Ley de Rehabilitación de 1973; la Ley de Discriminación por Edad de 1975, todas modificadas.

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

March 13, 2025 – 2:00 P.M.

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

Duration – 30 mins (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 February 13, 2025**
- 6. Payroll Authorization Transfer for January 2025**
- 7. Vouchers and Payroll Authorization Transfer for February 2025**
- 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

13 de Marzo de 2025 – 2:00 P.M.

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

Duración – 30 minutos (estimativo)

ORDEN DEL DIA

- 1. Llamado a Orden**
- 2. Pase de Lista**
- 3. Cambios al Orden del Día**
- 4. Comentarios del 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 del 13 de Febrero de 2025**
- 6. Autorización de Transferencia de Nómina para Enero de 2025**
- 7. Vales y Autorización de Transferencia de Nómina para Febrero de 2025**
- 8. Informe del Director Ejecutivo**
- 9. Otros Asuntos**
- 10. Conclusión**

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

Vice Chairperson Deccio called the meeting to order at 2:03 p.m. in the council chambers, Yakima City Hall; 129 N Second St.; Yakima, Washington.

2. Roll Call

Meza conducted roll call and declared a quorum present.

Board members: Amanda McKinney, County Representative, Present (arrived late)
Steven Jones, Ph.D., County Representative, Present
Janice Deccio, Large City Representative, Present
Jose Trevino, City Representative, Absent
Ranie Haas, Member-at-Large Alternate, Present
Staff present: Marc Thornsby, Executive Director
Jacqueline Meza, Clerk of the Board

3. Changes to the Agenda

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

4. Public Comment

Deccio asked if there were any public comments.

Jean Mendoza of White Swan stated she had sent the member of the board two documents. She noted at the December board meeting the Executive Director introduced an addition to the agenda pertaining to a recommendation [requested by the County Commission] concerning its appointment of a board member. Mendoza added YRCAA Administrative Code Part A states additions to the agenda may be discussed but no action may be taken and noted the Board took action [to recommend the reappointment of Dr. Steven Jones].

Mendoza stated the Executive Director found the action taken acceptable under Administrative Code Part A which states Agency policies and procedures are subject to change and exception without prior notice at the discretion of the board of directors. She expressed concern regarding the timing of the decision to suspend this portion of Part A, noting an exception is at the discretion of the Board, not the Executive Director. Mendoza stated if the Board voted to suspend this portion of the Code before the December meeting it did so in violation of the Open Public Meetings Act. She noted her presence at the December meeting and remarked she did not hear the Board vote to suspend this portion of the Code.

Mendoza questioned whether a suspension of the Code is temporary or permanent and asked whether the Board could act on an agenda item added "at the last minute" without [advance] notice to the public.

Nancy Lust, Friends of Rocky Top (FoRT), stated a desire to clarify remarks she had made at the January meeting, adding she had been attempting to explain that air and water pollution can be connected. She stated there had been hazardous air emissions from the DTG landfill in the past and there is a [subsurface] fire with efforts under way to suppress it. Lust explained there is concern

emissions not escaping into the air due to the placement of soil and other material for the purpose of fire suppression may be causing other problems and did not intend to suggest the YRCAA required or directed such placement. She noted it is now understood there are nitrates and perfluoroalkyl and/or polyfluoroalkyl substances (PFAS) in the groundwater near the landfill. Lust stated she has questions she hopes to have answered at the next [Agency] community forum and asked if they are still being held.

(McKinney arrived)

Sandy Braden, Friends of Toppenish Creek (FoTC), asked who within the Agency responds to, and fulfills, public records requests. Thornsby stated it is ultimately his responsibility as the public records officer for the Agency. Braden asked Thornsby if he would be responding. Thornsby explained it could be another employee at his direction. Braden asked if certification or training was required to act in that capacity. McKinney reminded Braden the public comment period was not a question-and-answer session and asked that questions for Thornsby be reserved for later. Braden stated in the past the Agency had a person assigned that duty and asked who was doing so at present.

5. Board Officer Election

Jones moved to elect Jon DeVaney as Chairperson and Janice Deccio as Vice Chairperson. McKinney seconded. Motion passed 4-0.

6. Board Meeting Minutes for January 9, 2025

Jones asked if Teresa Johnson, CPA, was the auditor hired by the Agency. Thornsby explained this was the financial consultant contracted by the Agency during the transition period between staff accountants.

Jones referred to the third paragraph of the letter sent to registered sources that addressed information concerning processes, noting this had been a problem for the Agency in the past and suggested staff review the language carefully to ensure it is clear what information the Agency is allowed to protect. Thornsby asked if Jones was referring to the Certification of Confidential Business Information form. Jones confirmed.

Thornsby stated there are strict guidelines regarding what information can be withheld and noted the form had been reviewed and updated two years ago. He added the form includes the statutory language pertaining to the exclusion and requires anyone submitting the certification to explicitly identify the particular information to be withheld and the basis for its confidentiality. Thornsby explained this allows the Agency to do targeted redactions permitted under the exemption and avoid broad redactions. He added the form also clearly states if it is not completed in full and in detail it is invalid.

McKinney moved to approve the January 2025 minutes. Jones seconded. Motioned passed 4-0.

7. Vouchers and Payroll Authorization Transfer for October 2024

8. Vouchers and Payroll Authorization Transfer for November 2024

9. Vouchers and Payroll Authorization Transfer for December 2024

Thornsby noted the return of the financial information, thanked the Board for its patience, and explained that after some internal work, the information will be regularly appearing going forward.

McKinney moved to approve the vouchers and payroll authorization transfers for October 2024, November 2024, and December 2024. Jones seconded. Motion passed 3-0.

10. Executive Director's Report

Thornsbury noted registration documents had gone out and the response has been good. He explained staff had spent considerable effort laying the foundation for improvements in 2023 and additional work streamlining the production process was completed in 2024. Thornsbury noted improvements pertaining to intake and processing would occur in 2025 and this would conclude the improvements to registration. He expressed satisfaction with the changes made and remarked the process this year was much more efficient.

Thornsbury noted the absence of statistics in the board packet and explained work on these was being done and they would be absent for a while until the improvements are complete.

Thornsbury explained when the presence of a subsurface fire at the DTG Landfill was determined in 2022, a landfill fire expert was hired by DTG and this prompted a discussion concerning methods available for fire suppression, noting combating a subsurface fire is significantly more difficult than a surface fire. He stated several alternatives were available with the two primary options considered: The first being the application of water to reduce oxygen to the fire and the combustibility of the fuel and the second being the placement of soil to starve the fire of oxygen.

Thornsbury explained when considering all of the options available, and particularly the two previously described, the immediate concern was that the application of water could wash chemicals from the landfill into the aquifer. He added this was ultimately dismissed given the landfill is unlined, leading to the alternative currently in use. Thornsbury reiterated the suppression efforts used were not at the direction of the Agency, though it did concur with concerns over potential groundwater contamination were water used for fire suppression.

Thornsbury stated capping the fire with soil to suppress it does not necessarily mean air emissions are now penetrating downward. He explained air emissions generally migrate upward or, when prevented from escaping, laterally until they find an opening where they can vent to the lower pressure open atmosphere. Thornsbury added when venting cannot take place, air emissions tend to collect and pointed to the higher methane levels found at the highest point of the landfill as an indication these were not moving elsewhere. He explained this was the basis for the lower level of concern regarding air emissions potentially contaminating ground water, adding the concern would have been much greater if water had been used as a fire suppressant.

Thornsbury noted the success of efforts to suffocate the fire through use of a soil cap remains an open question. He explained recent measurements showed reduced temperatures and carbon monoxide levels in several areas and this could indicate the fire is slowly being starved of oxygen, but there is some risk it could indicate the fire is migrating into other areas after having consumed the fuel available in the original area. Thornsbury stated his understanding additional borings would be made to help determine whether the suppression efforts are effective or the fire is migrating through the landfill mass.

11. Other Business

There was no other business.

12. Adjournment

Jones moved to adjourn. McKinney seconded. Motion passed 3-0. Deccio adjourned the meeting at 2:27 p.m.

Janice Deccio, Vice Chairperson

Marc Thornsbury, Executive Director



STAFF REPORT

Date: March 5, 2025
To: YRCAA Board of Directors
From: Sherrie Springer, Staff Accountant
Subject: Fiscal Program Report

Issue: Fiscal Reports

Analysis: Payroll Authorizations for the month of December are enclosed for your approval. The Supplemental Income document is included as an informational item.

Recommendation: Accept and approve by minute action the December 2024 Payroll Authorization, totaling \$70,374.31.



Yakima Regional Clean Air Agency

186 Iron Horse Court, Suite 101
Yakima, WA 98901-1468
509-834-2050
www.yakimacleanair.org

Payroll Reimbursement December

Gross Wages		\$	53,938.50
ER Taxes Paid		\$	767.64
ER Medical Paid		\$	9,783.31
Pers 1 ER Paid	-	\$	-
Pers 2 ER Paid		\$	3,547.58
Pers 3 ER Paid		\$	1,256.37
SUTA		\$	145.63
L & I		\$	1,292.03
Benefits		\$	-
Bank Charges			
Other	-		
Miscellaneous		\$	-
Total Payroll		\$	70,731.06

Sherrie Springer (DATE)
Primary Auditing Officer

Marc Thornsbury (DATE)
Secondary Auditing Officer

Jon DeVaney (DATE)
Board Chairperson

YAKIMA REGIONAL CLEAN AIR AGENCY
SUPPLEMENTAL INCOME STATUS for CY 2025 on February 1, 2025
CY 2025 \$.48 PER CAPITA (Rounded Amounts)

City/Town	Past Due	Assessment Amount	Total Amt Due	Date Received	Amount Received	Balance Due	Responses
Grandview	\$ -	\$ 5,951	\$ 5,951			\$ 5,951	
Granger	\$ -	\$ 2,020	\$ 2,020			\$ 2,020	
Harrah	\$ -	\$ 313	\$ 313	1/21/2025	\$ 313	\$ -	Paid in full
Mabton	\$ -	\$ 1,067	\$ 1,067			\$ 1,067	
Moxee	\$ -	\$ 2,519	\$ 2,519			\$ 2,519	
Naches	\$ -	\$ 608	\$ 608			\$ 608	
Selah	\$ -	\$ 4,517	\$ 4,517			\$ 4,517	
Sunnyside	\$ -	\$ 8,910	\$ 8,910			\$ 8,910	
Tieton	\$ -	\$ 813	\$ 813			\$ 813	
Toppenish	\$ -	\$ 4,790	\$ 4,790			\$ 4,790	
Union Gap	\$ -	\$ 3,586	\$ 3,586			\$ 3,586	
Wapato	\$ 1,011	\$ 2,492	\$ 2,492			\$ 2,492	
City of Yakima	\$ -	\$ 53,028	\$ 53,028			\$ 53,028	
Zillah	\$ -	\$ 1,725	\$ 1,725			\$ 1,725	
Yakima Co.	\$ -	\$ 48,036	\$ 48,036			\$ 48,036	
Totals:	\$ 1,011	\$ 140,375	\$ 140,375		\$ 313	\$ 140,062	



STAFF REPORT

Date: March 5, 2025
To: YRCAA Board of Directors
From: Sherrie Springer, Staff Accountant
Subject: Fiscal Program Report

Issue: Fiscal Reports

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

Recommendation: Accept and approve by minute action the February 2025 AP Fiscal Vouchers, totaling \$67,548.41 and the January 2025 Payroll Authorization, totaling \$70,731.06.

02/07/2025

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>
Alliant Communications	36146	4201	420.12	02/07/2025
Amazon Capital Services	36147	3101	220.99	02/07/2025
Armstrong's Stove & Spa Yakima	36148	4105	6,892.00	02/07/2025
Robert Brown	36149	4105	350.00	02/07/2025
Cascade Natural Gas Corporation	36150	4701	283.15	02/07/2025
Charter Communication	36151	4201	744.64	02/07/2025
Coleman Oil Company	36152	3201	105.10	02/07/2025
Damon Cravens	36153	4105	350.00	02/07/2025
Michael Evans	36154	4105	1,600.00	02/07/2025
FP Mailing Solutions	36155	4202	194.24	02/07/2025
Fosseen's Home & Hearth	36156	4105	6,817.31	02/07/2025
Katelyn Gohl	36157	4105	350.00	02/07/2025
Intermountain Cleaning Service, Inc.	36158	4802	425.00	02/07/2025
Iron Horse Real Estate & Property Mgt	36159	4501	4,992.53	02/07/2025
Law, Lyman, Daniel	36160	4101	5,887.00	02/07/2025
NTH Degree Environmental Engineering SOL	36161	4101	1,400.00	02/07/2025
Pacific Power	36162	4701	216.86	02/07/2025
Rowdy Construction	36163	4105	4,397.67	02/07/2025
Skagit County Fairgrounds Mount Vernon	36164	4506	750.00	02/07/2025
Springbrook Holding Company LLC	36165	4101	4,566.75	02/07/2025
StorageMax	36166	4506	150.00	02/07/2025
Sunnyside Sun	36167	4401	44.00	02/07/2025
Teresa D Johnson CPA Inc	36168	4101	930.60	02/07/2025
Yakima County Public Service-Utility Di	36169	4701	71.99	02/07/2025
Yakima Herald Republic	36170	4401	102.00	02/07/2025

Total **\$42,261.95**

* 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.

Sherrie Springer
Primary Auditing Officer

(DATE)

02/25/2025

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>
Alliant Communications	36171	4201	600.73	02/25/2025
Amazon Capital Services	36172	3101	551.99	02/25/2025
Cascade Natural Gas Corporation	36173	4701	325.18	02/25/2025
James Fullerton	36174	4101	1,550.00	02/25/2025
Timothy Heberlein	36175	4101	700.00	02/25/2025
Intermountain Cleaning Service, Inc.	36176	4802	425.00	02/25/2025
Invisible Ink	36177	4201	215.00	02/25/2025
Iron Horse Real Estate & Property Mgt	36178	4501	4,992.53	02/25/2025
KeyBank	36179	Various	198.12	02/25/2025
Law, Lyman, Daniel	36180	4101	6,894.50	02/25/2025
OIC	36181	4101	150.00	02/25/2025
Pacific Power	36182	4701	222.95	02/25/2025
Ashley Rainey	36183	4101	1,600.00	02/25/2025
State Auditor's Office	36184	4101	486.85	02/25/2025
Teresa D Johnson CPA Inc	36185	4101	5,858.58	02/25/2025
Terrace Heights Sewer District	36186	4701	122.00	02/25/2025
Westside Commons	36187	4506	393.00	02/25/2025

Total

\$25,286.46

* 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.

Sherrie Springer
Primary Auditing Officer

(DATE)



Yakima Regional Clean Air Agency

186 Iron Horse Court, Suite 101
Yakima, WA 98901-1468
509-834-2050
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Payroll Reimbursement January

Gross Wages		\$	53,938.50
ER Taxes Paid		\$	767.64
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Pers 2 ER Paid		\$	3,547.58
Pers 3 ER Paid		\$	1,256.37
SUTA		\$	145.63
L & I		\$	1,292.03
Benefits		\$	-
Bank Charges			
Other	-		
Miscellaneous		\$	-
Total Payroll		\$	70,731.06

Sherrie Springer (DATE)
Primary Auditing Officer

Marc Thornsbury (DATE)
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Jon DeVaney (DATE)
Board Chairperson

YAKIMA REGIONAL CLEAN AIR AGENCY
SUPPLEMENTAL INCOME STATUS for CY 2025 on March 1, 2025
CY 2025 \$.48 PER CAPITA (Rounded Amounts)

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Harrah	\$ -	\$ 313	\$ 313	1/21/2025	\$ 313	\$ -	Paid in full
Mabton	\$ -	\$ 1,067	\$ 1,067			\$ 1,067	
Moxee	\$ -	\$ 2,519	\$ 2,519	2/19/2025	\$ 630	\$ 1,889	Paid 1st QTR
Naches	\$ -	\$ 608	\$ 608			\$ 608	
Selah	\$ -	\$ 4,517	\$ 4,517			\$ 4,517	
Sunnyside	\$ -	\$ 8,910	\$ 8,910			\$ 8,910	
Tieton	\$ -	\$ 813	\$ 813			\$ 813	
Toppenish	\$ -	\$ 4,790	\$ 4,790			\$ 4,790	
Union Gap	\$ -	\$ 3,586	\$ 3,586			\$ 3,586	
Wapato	\$ 2,215	\$ 2,492	\$ 2,492			\$ 2,492	
City of Yakima	\$ -	\$ 53,028	\$ 53,028			\$ 53,028	
Zillah	\$ -	\$ 1,725	\$ 1,725			\$ 1,725	
Yakima Co.	\$ -	\$ 48,036	\$ 48,036			\$ 48,036	
Totals:	\$ 2,215	\$ 140,375	\$ 140,375		\$ 943	\$ 139,432	