

DRAFT AGENDA
Benton Clean Air Agency
Board of Directors Regular Meeting
October 22, 2020 at 5:00 p.m.



526 South Steptoe Street
Kennewick, Benton County, Washington

**DUE TO Covid RESTRICTIONS PUBLIC ACCESS TO THIS MEETING WILL BE PROVIDED BY ZOOM;
ZOOM INFORMATION IS AT THE END OF THIS DOCUMENT**

I. CALL TO ORDER

II. ROLL CALL

Nancy Aldrich, chair
James Beaver, vice-chair
Jerry Peltier
Duane LaPierre
Paul Parish

III. APPROVAL OF AGENDA

IV. APPROVAL OF September 24, 2020 REGULAR BOARD MEETING MINUTES

V. RESOLUTION 2020-07: A RESOLUTION OF THE BOARD OF DIRECTORS FOR BENTON CLEAN AIR AGENCY APPOINTING CONTROL OFFICER/EXECUTIVE DIRECTOR AND AIR QUALITY ENGINEER 2

VI. CONSENT AGENDA

ALL MATTERS LISTED WITHIN THE CONSENT AGENDA HAVE BEEN DISTRIBUTED TO EACH BOARD MEMBER FOR REVIEW AND ARE CONSIDERED TO BE ROUTINE. THE CONSENT AGENDA WILL BE APPROVED IN ITS ENTIRETY BY ONE MOTION WITH NO SEPARATE DISCUSSION. IF SEPARATE DISCUSSION IS DESIRED, ITEMS MAY BE REMOVED FROM THE CONSENT AGENDA AND PLACED ON THE REGULAR AGENDA BY REQUEST.

September - October

A. Ratification of voucher request dated	September 24, 2020	\$514.00
B. Ratification of voucher request dated	October 8, 2020	\$92.31
C. Ratification of voucher request dated	October 15, 2020	\$40,885.59
Total Expenditures		\$41,491.90

VII. REPORTS, COMMENTS AND DISCUSSION ITEMS

- A. Expenditures vs. Budget Report
- B. Control Officer Report
- C. Engineering Report
- D. Case Status Report, Complaint Summary and Monitoring Reports
- E. Report on Modeled Air Pollutants shown on Weather Channel

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VIII. EXECUTIVE SESSION

Personnel Matter RCW 42.30.110 (g)

Note:

- *The executive session will be announced at the meeting and the length of time anticipated.*
- *Non- participants in the executive session will be excused from the Zoom meeting and may re-enter at the end of the stated time with the same Meeting ID and Password.*
- *The meeting will not re-commence until the stated time.*

IX. NON-SCHEDULED ITEMS

X. PUBLIC COMMENT

XI. ADJOURNMENT

DRAFT AGENDA
Benton Clean Air Agency
Board of Directors Regular Meeting
October 22, 2020 at 5:00 p.m.



526 South Steptoe Street
Kennewick, Benton County, Washington

Topic: Benton Clean Air Agency October 22, 2020 Board Meeting
Time: Oct 22, 2020 04:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/93405624816?pwd=U09jUmp6ZVYxSDNqZzNuU1JjdEZRUT09>

Meeting ID: 934 0562 4816

Passcode: 076475

Dial by your location

+1 253 215 8782 US (Tacoma)

Meeting ID: 934 0562 4816

Passcode: 076475

DRAFT MINUTES
Benton Clean Air Agency
Board of Directors Regular Meeting
September 24, 2020
5:00 p.m.



526 South Steptoe Street
Kennewick, Benton County, Washington

CALL TO ORDER

Board Chair Nancy Aldrich called the Regular Board Meeting to Order at 5:00 p.m. The meeting was held virtually via ZOOM.

ROLL CALL

Nancy Aldrich – present via ZOOM
James Beaver – absent
Jerry Peltier - absent
Duane LaPierre – present via ZOOM
Paul Parish – absent via ZOOM

STAFF MEMBERS PRESENT

Robin Priddy, Director via ZOOM
Rob Rodger, Air Quality Engineer via ZOOM
Tyler Thompson, Air Quality Specialist via ZOOM
John Lyle, Air Quality Specialist via ZOOM
Bronson Brown, Legal Counsel via ZOOM

APPROVAL OF AGENDA

- ❖ *Mr. Duane LaPierre moved to approve the agenda. Mr. Paul Parish seconded, and the motion carried.*

APPROVAL OF August 27, 2020 REGULAR BOARD MEETING MINUTES

- ❖ *Mr. Duane LaPierre moved to approve August 27, 2020 Regular Board Meeting Minutes. Mr. Paul Parish seconded, and the motion carried.*

OFFICE MODIFICATIONS; REPORT TO THE BOARD

- ❖ *Mr. Duane LaPierre moved to approved staff to move forward with the office modifications using Mark Vincent Construction for a contract amount of \$28,442.34. Mr. Paul Parish seconded, and the motion carried.*

CONSENT AGENDA

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August - September

A. Ratification of voucher request dated	August 27, 2020	\$300.00
B. Ratification of voucher request dated	September 3, 2020	\$251.05
C. Ratification of voucher request dated	September 10, 2020	\$1,991.71
D. Ratification of voucher request dated	September 17, 2020	\$37,834.42

Total Expenditures \$40,377.18

❖ *Mr. Paul Parish moved to approve the Consent Agenda. Mr. Duane LaPierre seconded, and the motion carried.*

REPORTS, COMMENTS AND DISCUSSION ITEMS

Expenditures vs. Budget Report – Ms. Priddy presented the FY2021 budget report. Nothing to note.

Control Officer Report –Ms. Priddy discussed: The dust and wildfire events that caused exceedances of the National Ambient Air Quality Standard (NAAQS) earlier this month.

Engineering Report – Mr. Rodger presented the Engineering Report: Permits; Ongoing Source Inspections - Autobody and Gas-stations; and Compliance assistance with Lamb Weston when their flare caught on fire and needed to be replaced in a timely matter.

Case Status Report, Complaint Summary and Monitoring Reports – Mr. Lyle and Mr. Thompson presented these reports.

EXECUTIVE SESSION 5:20 – 5:40

Personnel Matter RCW 42.30.110 (g)

MOTION FOR STAFF INSTRUCTIONS REGARDING PERSONNEL MATTER

❖ *Mr. Paul Parish moved to appoint Rob Rodger as Executive Director/Control Officer, effective November 1, 2020 at step 4. Mr. Duane LaPierre seconded, and the motion carried.*

❖ *Mr. Duane LaPierre moved to appoint Robin Priddy as Air Quality Engineer II, effective November 1, 2020 at 80% of step 7. Mr. Paul Parish seconded, and the motion carried.*

NON-SCHEDULED ITEMS None.

PUBLIC COMMENT – There were no public comments.

ADJOURNMENT -The meeting was adjourned at 5:45 p.m.

Approved by:

Nancy Aldrich –Chair
Benton Clean Air Agency

RESOLUTION 2020-07

**A RESOLUTION OF THE BOARD OF DIRECTORS
FOR BENTON CLEAN AIR AGENCY APPOINTING
CONTROL OFFICER/EXECUTIVE DIRECTOR AND AIR QUALITY ENGINEER 2**

WHEREAS, Section 70.94.130 of the Revised Code of Washington and Article Two, Section 2.01 of Regulation I for Benton Clean Air Agency provides authority to the Board of Directors (Board) for delegation of powers to the Control Officer/Executive Director and his/her designees; and

WHEREAS, the Board has occasionally found it necessary to amend and revise such directives due to changes in law and/or operations of Benton Clean Air Agency; and

WHEREAS, the Board now wishes to amend such administrative authority and appoint Rob Rodger as Control Officer/Executive Director, delegating all administrative powers to Mr. Rodger. Mr. Rodger's compensation will set at Step 4 of the Control Officer of Benton Clean Air Agency Salary Schedule; and

WHEREAS, the Board now wishes to amend such administrative authority and appoint Robin Priddy as Air Quality Engineer 2. Ms. Priddy will work at 80% of regular hours, and compensation will be set at Step 5 of the Air Quality Engineer 2, at 80% regular hours, of the Benton Clean Air Agency Salary Schedule.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors for Benton Clean Air Agency that Rob Rodger is hereby appointed as Control Officer/Executive Director and shall be granted all associated administrative authority effective November 1, 2020, repealing any and all prior resolutions or Board action dealing with same.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors for Benton Clean Air Agency that Robin Priddy is hereby appointed as Air Quality Engineer 2 and shall be granted all associated administrative authority effective November 1, 2020, repealing any and all prior resolutions or Board action dealing with same.

BE IT FURTHER RESOLVED, the appointment of the above individuals will be in effect until the Board revokes the appointment, employment is severed or a permanent Control Officer/Executive Director is appointed.

ADOPTED by the Board of Directors for Benton Clean Air Agency this 22nd Day of October, 2020.

APPROVED BY:

Nancy Aldrich, Chairman

APPROVED AS TO FORM:

Benton Clean Air Agency Legal Counsel

Benton Clean Air Agency VOUCHER PAYMENT REQUEST		Warrants Dated yr. 2020: September 24, 2020	Invoice	Fund Number: 6317-101			
VENDOR CODE	VENDOR NAME	DESCRIPTION		BARS CODE	BCAA CODE	STATEMENT DATE	VOUCHER #
476859	Intermountain Cleaning Service	Janitorial Services	99338	4801	4801	9/15/2020	
598207	Lyle, John	Cell Phone Reimbursement		4200	4205	9/21/2020	\$214.00
746612	Priddy, Robin	Cell Phone Reimbursement		4200	4205	9/21/2020	\$75.00
782669	Rodger, Rob	Cell Phone Reimbursement		4200	4205	9/21/2020	\$75.00
911568	Thompson, Tyler	Cell Phone Reimbursement		4200	4205	9/21/2020	\$75.00
						TOTAL	\$514.00

As the duly appointed Board for this Agency, we have reviewed the claims listed above and approve expenditures by our signatures below this _____ day of _____, 2020.

BOARD OF DIRECTORS:

Nancy Aldrich _____


Rob Rodger, BCAA

James Beaver _____

Paul Parish _____

Jerry Peltier _____

Duane LaPierre _____

PLEASE NOTE: It is the AGENCY'S responsibility to maintain adequate, original, records to substantiate these claims.

Benton Clean Air Agency VOUCHER PAYMENT REQUEST		Warrants Dated yr. 2020: October 8, 2020		Invoice		Fund Number: 6317-101			
VENDOR CODE	VENDOR NAME	DESCRIPTION				BCAA CODE	STATEMENT DATE	AMOUNT	VOUCHER #
476861	Integrity3 LLC	Facility Maintenance	12838			4801	9/14/2020	\$92.31	
							TOTAL	\$92.31	

As the duly appointed Board for this Agency, we have reviewed the claims listed above and approve expenditures by our signatures below this _____ day of _____ 2020.

BOARD OF DIRECTORS:

Nancy Aldrich _____


Robin Priddy, BCAA

James Beaver _____

Paul Parish _____

Jerry Peltier _____

Duane LaPierre _____

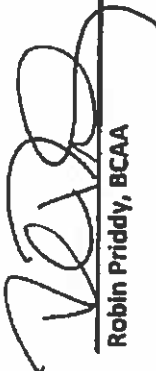
PLEASE NOTE: It is the AGENCY'S responsibility to maintain adequate, original, records to substantiate these claims.

Benton Clean Air Agency VOUCHER PAYMENT REQUEST		Warrants Dated yr. 2020: October 15, 2020		Invoice		Fund Number: 6317-101			
VENDOR CODE	VENDOR NAME	DESCRIPTION	INVOICE #	BAAS CODE	BCAA CODE	STATEMENT DATE	AMOUNT	VOUCHER #	
103732	Advanced Protection Services, Inc.	Facility Maintenance	R123860	4801	4801	10/1/2020	\$48.82		
142318	Beff Brown & Rib	Legal Services	1267	4100	4101	10/1/2020	\$1,500.00		
226804	Benton Clean Air Agency Payroll	Payroll Reimbursement	for September 2020	Attached	Attached	10/8/2020	\$38,442.92		
276195	Desert Green Lawn & Tree Care	Lawn Maintenance	239578	4801	4801	10/1/2020	\$484.08		
272047	DE Lage Landen	Copier & Printer Rental and Usage	69430196	3106	3106	9/6/2020	\$402.71		
276206	Desert Springs Bottled Water LLC	Water Delivery Service	9/30 statement	4801	4801	9/30/2020	\$7.06		
TOTAL							\$40,885.59		

As the duly appointed Board for this Agency, we have reviewed the claims listed above and approve expenditures by our signatures below this _____ day of _____, 2020.

BOARD OF DIRECTORS:

Nancy Aldrich


Robin Priddy, BCAA

James Beaver

Paul Parish

Jerry Peltier

Duane LaPierre

PLEASE NOTE: It is the AGENCY'S responsibility to maintain adequate, original, records to substantiate these claims.

**Benton Clean Air Agency
ENGINEERING REPORT for September 2020**

Applicant	Expected	MOD/ Relocate Requests	NOC, NIO, RO Applications		Orders of Approval	
		Received	Received	With- drawn	Issued	Pending
Permitting						
Permafix (Incomplete), Kenn Auto Body (Inc)						2
Columbia Crest (2), Battelle						3
Sun Pacific Energy, ATI					2	
CPM Development, Coleman Oil		1	1		2	
Permitting Data Monthly TOTAL			1	1		4
2020			8	9		15
Compliance					Completed	
Source Inspections - GDF	Ongoing - Tyler					
Source Inspections – Surface coating facilities	Ongoing - Tyler					
Training – Opacity recert	John & Tyler					
Compliance Assistance	Probuild					
Annual emission inventory	ongoing					
NOV's issued – Kenn Auto Body & Rafa Autobody	Failure to pay Registration fees					
Notes						
Autobody MACT – compliance assistance	Ongoing					
Gas Station MACT – compliance assistance	Ongoing					

NOC – Notice of Construction Application. This application is required by WAC 173-400-110 for new sources and sources that modify their facility or air pollution control equipment. Once submitted, the BCAA has 30 days to determine if the application is complete. If the application is not complete, the clock resets until the application is complete. Once the application is determined to be complete, the BCAA has 60 days to issue an Order of Approval or Order of Denial. All facilities using the NOC process must install Best Available Control Technologies (BACT).

NIO – Notice of Intent to Operate Application. An application is required (WAC 173-400-035) for portable and temporary sources that operate for less than one year. The BCAA has 30 days to issue or deny a permit.

MOD – Permit Modification. This indicates that the BCAA is requiring, or the source requests, that modifications be made to an existing Title V, Order, or other permit. There are no time clocks that guide these activities, but generally, the BCAA processes permit modifications within the 90-day timeframe.

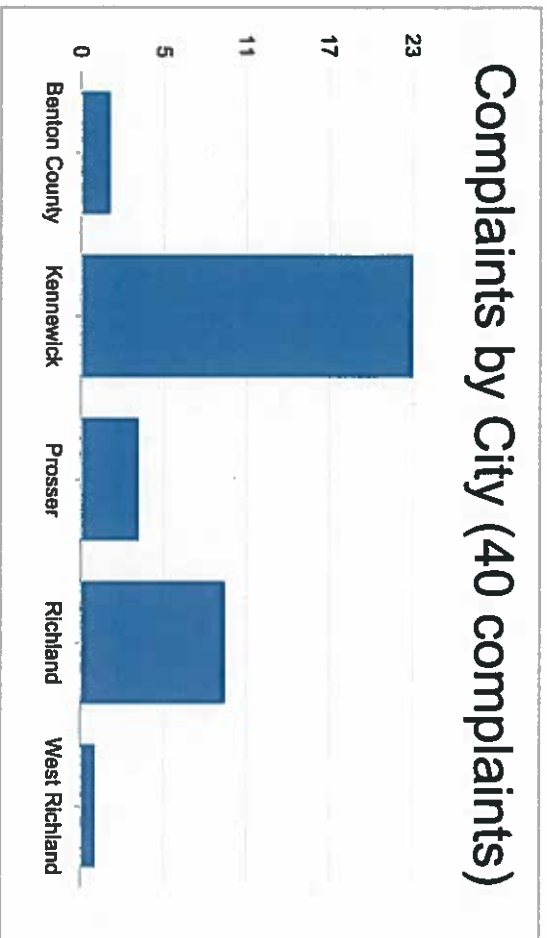
COMP – Compliance Assurance and Assistance. A significant activity of the engineering program is to assure regulatory compliance of BCAA's Title 5 sources to the EPA. Synthetic Minor and other sources also receive compliance reviews, to assure regulatory compliance of records, reporting, and facility operation.

*Completions of compliance work.

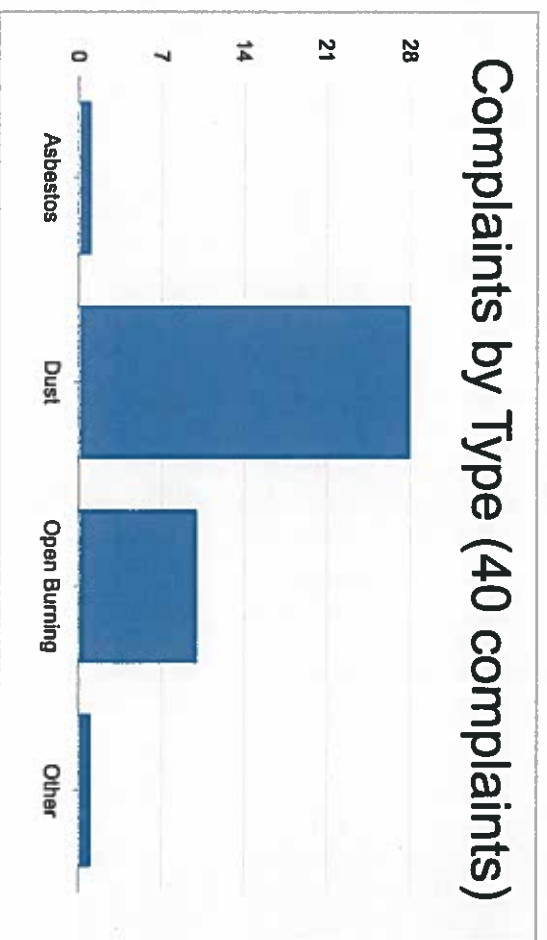
RO – Title 5 permits must be renewed every 5 years. The renewal process includes updating emission and control equipment information, updating regulatory applicability and compliance.

September 01, 2020 to September 30, 2020 Complaints Summary

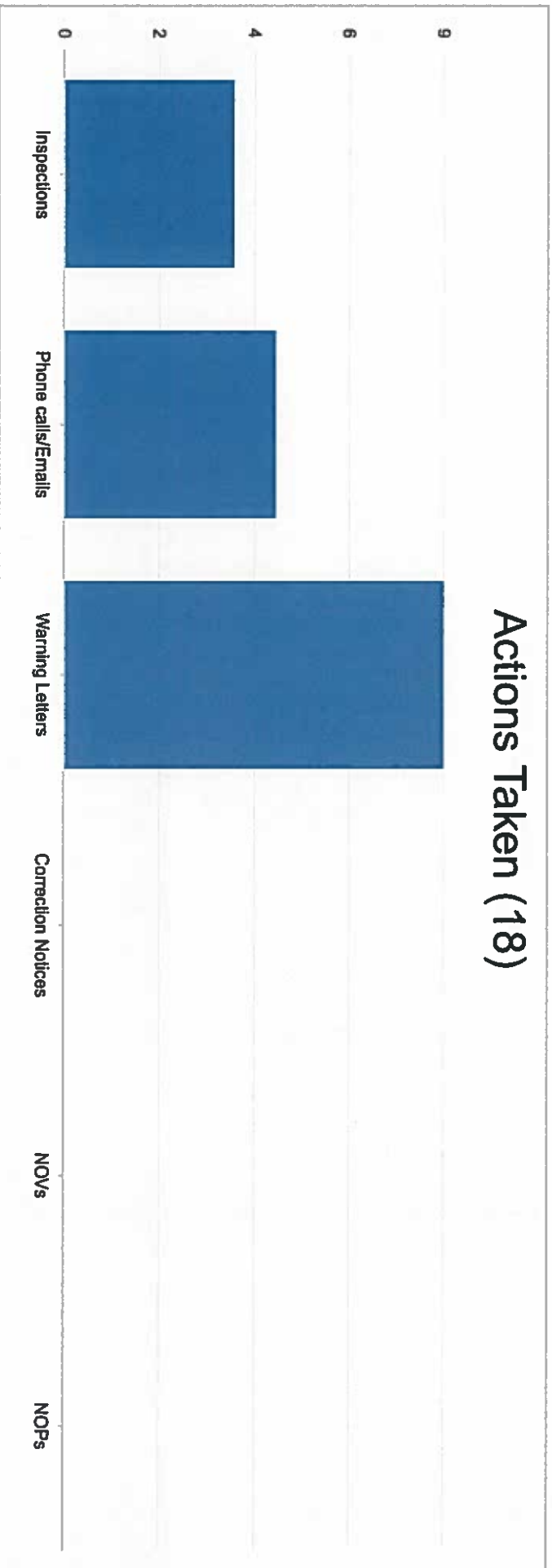
Complaints by City (40 complaints)



Complaints by Type (40 complaints)



Actions Taken (18)



Monthly Monitoring Report

Continuous Data (Unofficial Data) – September 2020
 Station – (BCAA) S. Steptoe St.

Ozone Highest 8-hour Average

Day	O ₃ in ppb	Overall AQI	Day	O ₃ in ppb	Overall AQI
1	45.8	Good	16	39.9	Good
2	40.9	Good	17	47.5	Good
3	53.1	Good	18	35.6	Good
4	44.3	Good	19	34.1	Good
5	52.8	Good	20	33.5	Good
6	46.6	Good	21	40.3	Good
7	31.0	Good	22	34.9	Good
8	34.1	Good	23	33.6	Good
9	51.1	Good	24	34.5	Good
10	54.0	Good	25	29.1	Good
11	66.1	Moderate	26	34.5	Good
12	26.0	Good	27	38.3	Good
13	13.0	Good	28	37.6	Good
14	9.4	Good	29	43.3	Good
15	31.0	Good	30	38.3	Good

O₃ EPA Standard: 70 ppm 8-hour average

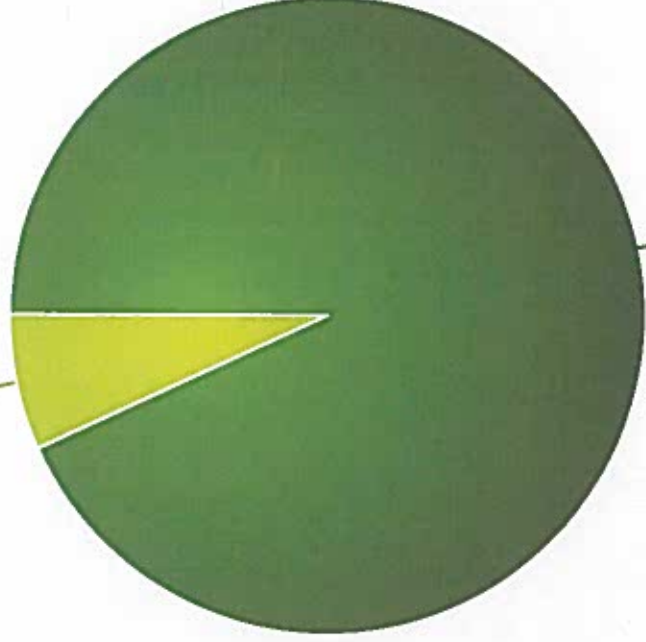
Air Quality Index Categories

■ Good
 ■ Moderate
 ■ Unhealthy/Sensitive
 ■ Unhealthy/All
 ■ Very Unhealthy
 ■ Hazardous

2020 Ozone Recap

Kennewick, WA Ozone Monitor

Moderate: 10 Days - 6.9%

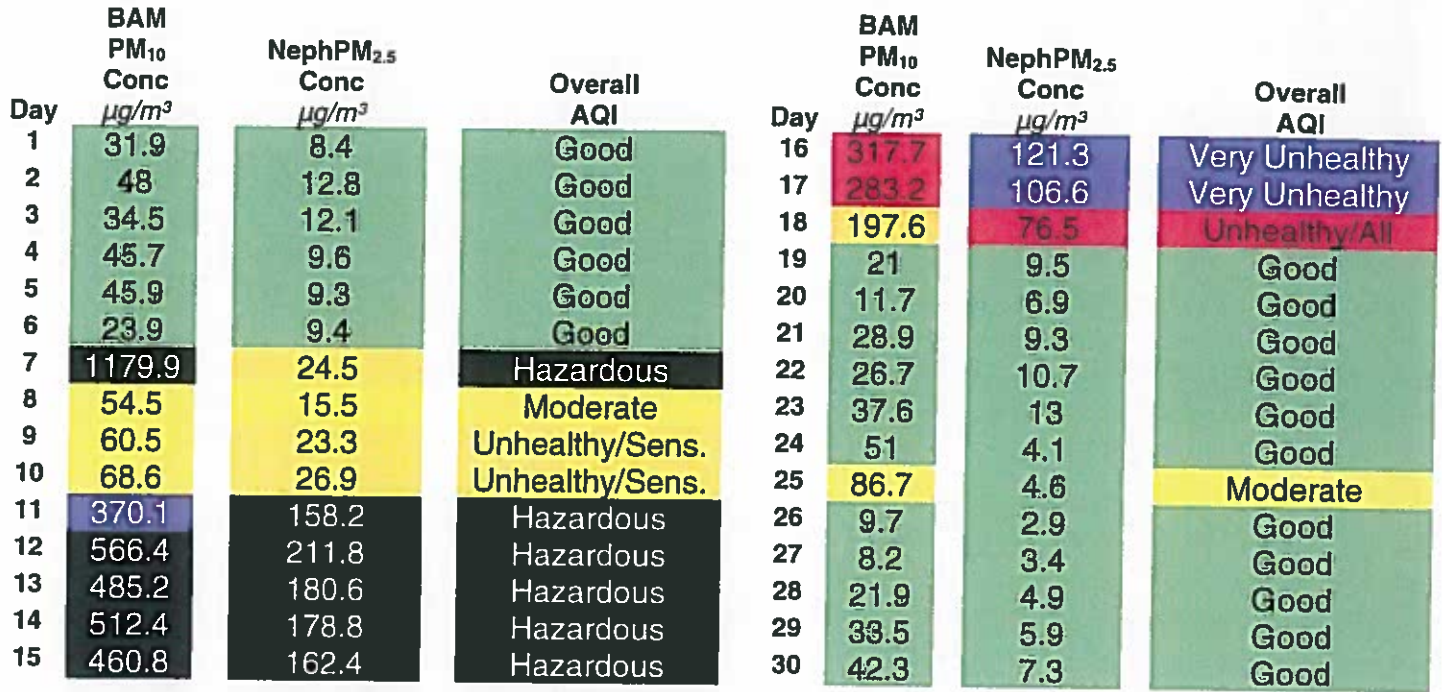


Good: 135 Days - 93.1%

■ Good ■ Moderate

Monthly Monitoring Report

Continuous Data (Unofficial Data) – September 2020 Station – Kennewick



PM₁₀ standard: 150 µg/m³ (24-hr), 50 µg/m³ (annual)

PM_{2.5} standard: 35 µg/m³ (24-hr), 15 µg/m³ (annual)

Air Quality Index Categories

■ Good ■ Moderate ■ Unhealthy/Sensitive ■ Unhealthy/All ■ Very Unhealthy ■ Hazardous

Note: PM_{2.5} AQI is no longer used in WA. Washington State Dept. of Ecology has developed the WAQA (Washington Air Quality Advisor).

WAQA is very similar to the Environmental Protection Agency's (EPA's) national information tool, the Air Quality Index (AQI). Both use color-coded categories to show when air quality is good, moderate or unhealthy. The difference is that WAQA shows the health effects of PM_{2.5} at lower levels than the AQI does. In other words, WAQA shows that air quality is unhealthy earlier – when there is less PM_{2.5} in the air.



2020 Fall Air Monitoring Recap

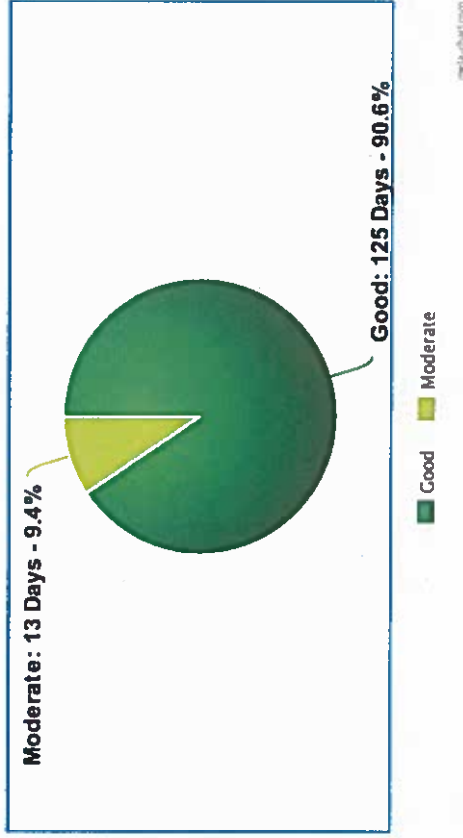
BENTON CLEAN AIR AGENCY

Ozone Monitoring 2020 Recap

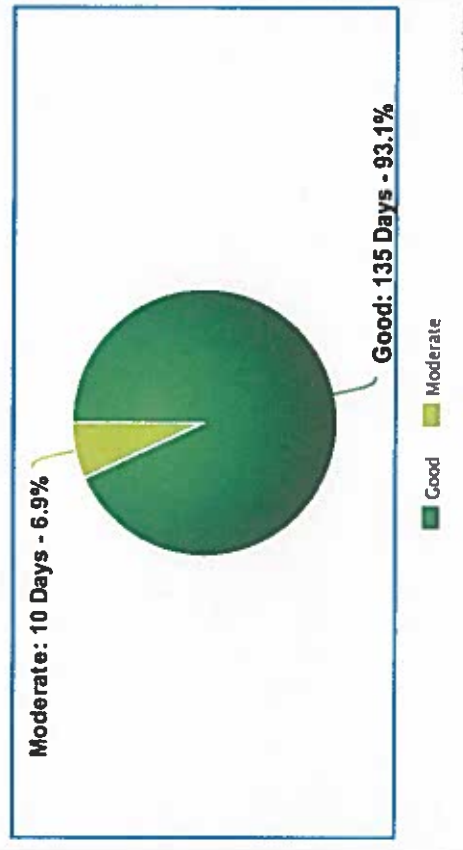
- The National Ozone Standard set by EPA is 70 ppb (parts per billion) for any one, 8 hour average in a day.
- Department of Ecology monitors for ozone 5 months out of the year during the warmest months in Benton County.
- Monitoring begins on May 1st and concludes on September 31st.
- Kennewick ozone monitoring site is operated by Benton Clean Air Agency staff, and requires bi-weekly maintenance and equipment calibration, as well as fixing any unexpected issues that arise.
- Ozone monitor runs self checks every other day to insure accurate readings.
- Department of Ecology monitoring staff visit the site twice a year to verify equipment accuracy and to insure their standard operating procedures (SOP's) are being followed.
- Ecology SOP's are very stringent when it comes to maintenance and making sure the monitors are reading accurately.

Ozone Monitoring 2020 Recap

2019 Ozone Recap
Kennewick, WA Ozone Monitor



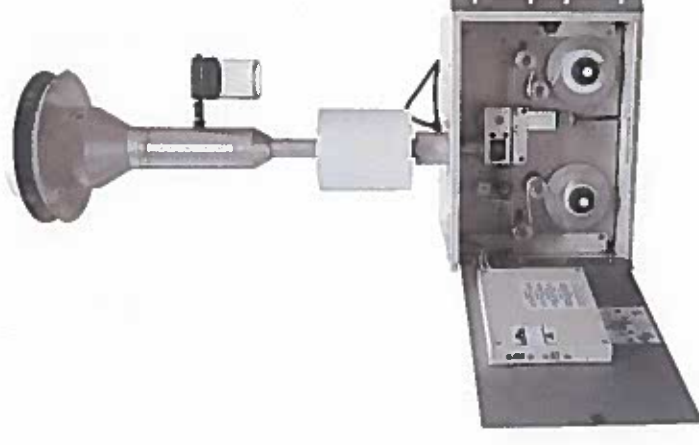
2020 Ozone Recap
Kennewick, WA Ozone Monitor



* Zero exceedances of the National Ozone Standard during 2020 ozone season.

PM 10 and PM 2.5 Monitors

- Department of Ecology monitors for PM 10 and PM 2.5 in Benton County.
- Monitors are located on the roof of the Tri Tech Vocational Skills Center in Kennewick and are operated by Benton Clean Air Agency staff.
- PM 10 is monitored by a BAM (beta attenuation monitor) which requires scheduled maintenance once every 30 days.
- PM 2.5 is monitored by a Nephelometer which requires scheduled maintenance once every 90 days.
- Department of Ecology SOP's dictate the maintenance schedule and parameters that the monitors must adhere to in order to be considered "in compliance."
- Both Benton Clean Air Agency and the Department of Ecology closely watch the monitors in order to insure they remain up and running during critical air quality events. Occasionally unexpected technical issues arise but are dealt with quickly, usually the same day.

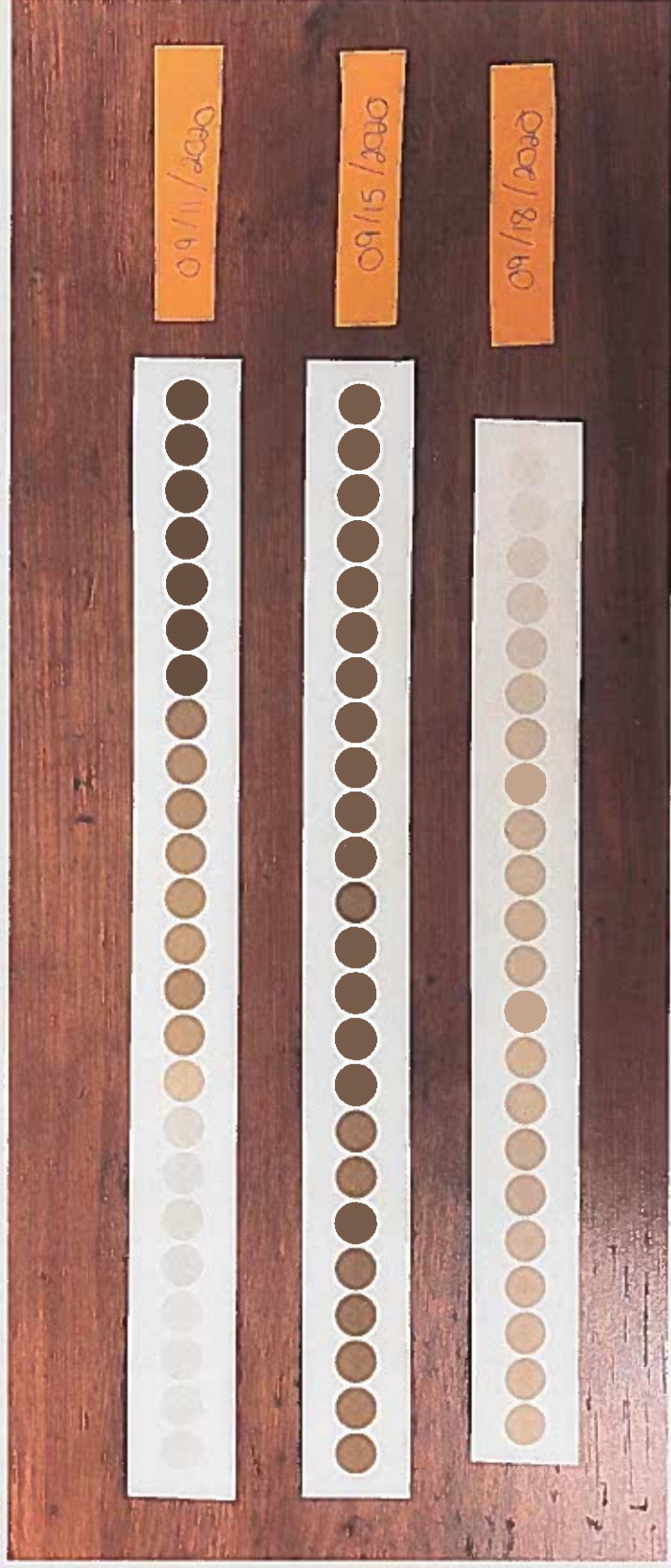


September 2020 Wildfire Smoke Event

- Benton County saw extremely high levels of both PM 10 and PM 2.5 particulate from September 7th through September 18th due to wildfires in California, Oregon, and Washington.
- Little to no wind during that time kept the area “trapped” in a state of hazardous air quality.
- Benton Clean Air Agency issued press releases advising public of the current smoke forecast, precautions to take to avoid the smoke, and where they could view the current air quality.



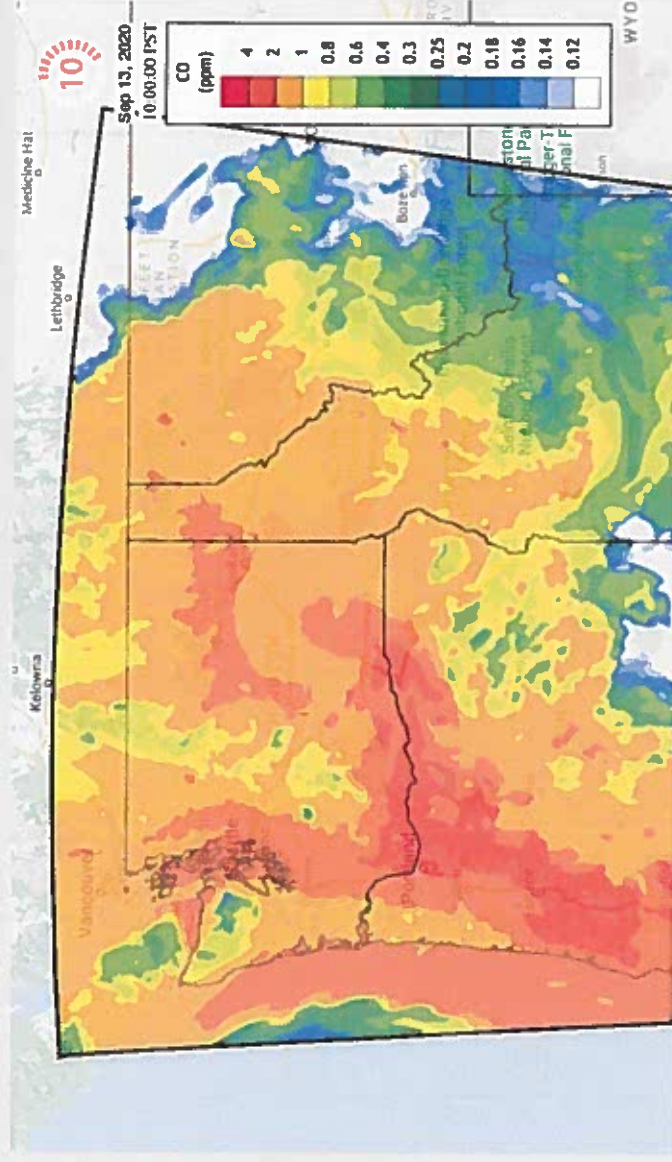
September 2020 Wildfire Smoke Event



- Filter tape from BAM (PM 10 monitor) during the smoke event.

Pollution Levels and Wildfire Smoke

- Wildfire smoke has a different effect on different types of pollutants.
- Increase of particulate counts seen in both the PM 10 and PM 2.5 monitors.
- Increase in CO (carbon monoxide) due to incomplete combustion during fires (Smoldering). However, even with a slight increase in CO (1.5 PPM) due to the wildfires, the area still was not close to exceeding the National Standard for CO of 35 PPM.
- Ozone levels decrease dramatically since ozone (O₃) wants to readily bond to other compounds in the air, such as the particulate and emissions given off by the wildfires.



* Map showing CO levels on September 13, 2020

Weather.com (The Weather Channel) Air Quality Information

- Some websites, such as weather.com provide an air quality outlook for various pollutants.
- This snapshot of Kennewick air quality from weather.com shows measurements for pollutants that are not monitored for in Benton County such as NO₂, SO₂, and CO as well as some pollutants that are monitored, such as PM 10, PM 2.5, and O₃.
- Many websites providing air quality info get their feeds from [CAMS](#), which is a 40km resolution global air quality model that uses the 9km [ECMWF](#) meteorology. This is probably the best global forecast meteorology available. However they use their own emissions data for different pollutants, so concentrations can be off. When observational data are available, they report it as is but fill in unmonitored pollutants with data from global models. Other websites may choose to substitute data from nearby monitors, with their own definitions of what constitutes “nearby”.

