

AGENDA
Benton Clean Air Agency
Board of Directors Regular Meeting
October 26, 2023, at 5:00 p.m.



526 South Steptoe Street
Kennewick, Benton County, Washington

I. CALL TO ORDER

II. ROLL CALL

Nancy Aldrich, Chair
Will McKay
Jerry Peltier
Duane LaPierre
Bill McKay

III. APPROVAL OF AGENDA

IV. APPROVAL OF September 28, 2023 BOARD MEETING MINUTES

V. 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 28, 2023	\$10,898.45
B. Ratification of voucher request dated	October 5, 2023	\$5,525.26
C. Ratification of voucher request dated	October 12, 2023	\$34,333.52
D. Ratification of voucher request dated	October 19, 2023	\$460.68
	Total Expenditures	\$51,217.91

VI. NEW BUSINESS

NONE

VII. OLD BUSINESS

PARKING LOT PROJECT

VIII. REPORTS, COMMENTS AND DISCUSSION ITEMS

- A. Expenditures vs. Budget Report
- B. Control Officer Report
- C. Legal Council Report
- D. Engineering Report
- E. Case Status Report, Complaint Summary and Monitoring Reports

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IX. PUBLIC COMMENT

X. EXECUTIVE SESSION

Real Estate, Contracts, Personnel, Litigation RCW 42.30.110

XI. ADJOURNMENT

Benton Clean Air Agency is inviting you to a scheduled Zoom meeting.

Topic: Benton Clean Air Agency Regular Board Meeting
Time: Oct 26, 2023 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89264004619?pwd=Y2qd6rgjAcDeR8AasVqtlWbpaJ871G.1>

Meeting ID: 892 6400 4619

Passcode: 643464

One tap mobile

+12532158782,,89264004619#,,,,*643464# US (Tacoma)

+12532050468,,89264004619#,,,,*643464# US

Dial by your location

• +1 253 215 8782 US (Tacoma)

Meeting ID: 892 6400 4619

Passcode: 643464

Find your local number: <https://us06web.zoom.us/j/kcl8DXo4o>

MINUTES
Benton Clean Air Agency
Board of Directors Regular Meeting
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526 S. Steptoe Street
Kennewick, Benton County, Washington

ROLL CALL

Nancy Aldrich, chair - present
Will McKay - present
Jerry Peltier - present
Duane LaPierre - present
Bill McKay - present

STAFF PRESENT

Rob Rodger, Executive Director
Noah Lee, Air Quality Specialist
John Lyle, Air Quality Specialist

Bronson Brown, Attorney

APPROVAL OF AGENDA

Mr. Peltier made a motion to approve the agenda, and Mr. LaPierre seconded, and the agenda was approved.

APPROVAL OF July 27, 2023 BOARD MEETING MINUTES

Mr. Peltier made a motion to approve the minutes, and Mr. LaPierre seconded. The minutes were approved.

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.

June-July

A. Ratification of voucher request dated	July 27, 2023	\$2,088.91
B. Ratification of voucher request dated	August 10, 2023	\$19,146.56
C. Ratification of voucher request dated	August 17, 2023	\$38,228.14
D. Ratification of voucher request dated	August 24, 2023	\$644.43
E. Ratification of voucher request dated	August 31, 2023	\$25,012.95
F. Ratification of voucher request dated	September 7, 2023	\$7,506.43
G. Ratification of voucher request dated	September 14, 2023	\$106.47
H. Ratification of voucher request dated	September 21, 2023	\$39,742.02

Total Expenditures **\$132,475.91**

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Commissioner McKay made a motion to approve the consent agenda; Mr. Peltier seconded, and the Consent Agenda was approved.

NEW BUSINESS

The City of West Richland applied for an annual renewal to their variance to be allowed to use a burn trailer to burn tumbleweeds. Mr. Peltier made a motion to approve the variance renewal, and Mr. LaPierre seconded, and the variance renewal was approved.

Mr. Rodger presented the board with a proposal from Gravis Tech to update the agency's database consisting of rebuilding the database environment, and providing perpetual support and updates. Mr. LaPierre made a motion to approve the proposal, and Mayor McKay seconded, and the proposal was approved.

OLD BUSINESS

Mr. Rodger gave an update on the parking lot construction project. He let the board know that everything is on schedule and all the permits had been obtained.

REPORTS, COMMENTS AND DISCUSSION ITEMS

Expenditures vs. Budget Report – Mr. Rodger reported that the budget was on track and that we have seen an increase in notices of construction to start the fiscal year.

Control Officer Report – Mr. Rodger reported that he spoke to the Dept. of Ecology regarding potential upcoming changes to state rules regarding container burning. Mr. Rodger reported that the agency attended the county fair and had good conversations with the public. He also stated there were several other outreach events coming up that the agency hoped to be a part of.

Legal Council Report – Mr. Brown reported that one of the contractors the agency had fined in the past had declared bankruptcy and the agency wouldn't be able to pursue it further.

Engineering Report – Ms. Priddy reported that Mr. Thompson is working with the City of Richland on upgrades to their waste water treatment plant. She also reported the City of Kennewick will soon be going through similar upgrades. Ms. Priddy and Mr. Thompson went on an inspection of Williams natural gas pipeline which went well. Ms. Priddy has been working on permitting for Tree Top in Prosser. She also stated she was looking at some compliance documents for the Nutrien fertilizer plant concerning a release they had.

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Case Status Report – Mr. Lee reported that all cases are on schedule and moving forward.

Complaint Summary – Mr. Lee reported that there was a normal amount of complaints primarily dust and burning.

Monitoring Reports – Mr. Lyle reported that July air monitoring looked good, however, there were a few days of very unhealthy air quality due to smoke in August.

PUBLIC COMMENT – There was no public comment.

EXECUTIVE SESSION – None.

ADJOURNMENT – The meeting was adjourned at 5:33 pm.

Approved by:

Nancy Aldrich – Board Chair
Benton Clean Air Agency

VENDOR CODE	Benton Clean Air Agency VOUCHER PAYMENT REQUEST		Warrants Dated: September 28th, 2023		Invoice	Fund Number: 6911				STATEMENT DATE	AMOUNT	VOUCHER #
	VENDOR NAME	DESCRIPTION	DESCRIPTION	DESCRIPTION		ORG NAME	BARS CODE	BCAA CODE	AMOUNT			
101918	Connell Oil Inc.	Vehicle Fuel	Vehicle Fuel	Vehicle Fuel	CL44371	91158940	64807	4807	915/2023	\$41.78	249 580	
102712	Intermountain Cleaning Services	Janitorial Services	Janitorial Services	Janitorial Services	111405	91158940	64801	4801	915/2023	\$461.67	249 583	
105736	Gravis Tech	Professional Services	Professional Services	Professional Services	31262	91158940	64100	4109	8/31/2023	\$8,820.00	249 581	
105768	Hall Engineering Associates	Professional Services	Professional Services	Professional Services	23046	91158940	64801	4801	9/22/2023	\$1,200.00	249 582	
100835	Pronto Process Service	Legal Services	Legal Services	Legal Services	2023004001	91158940	64100	4101	9/13/2023	\$75.00	249 586	
101244	Lee, Noah	Cell Phone Reimbursement	Cell Phone Reimbursement	Cell Phone Reimbursement		91158940	64200	4205	9/25/2023	\$75.00	249 584	
103034	Lyle, John	Cell Phone Reimbursement	Cell Phone Reimbursement	Cell Phone Reimbursement		91158940	64200	4205	9/25/2023	\$75.00	249 585	
103785	Rodger, Rob	Cell Phone Reimbursement	Cell Phone Reimbursement	Cell Phone Reimbursement		91158940	64200	4205	9/25/2023	\$75.00	249 587	
104159	Thompson, Tyler	Cell Phone Reimbursement	Cell Phone Reimbursement	Cell Phone Reimbursement		91158940	64200	4205	9/25/2023	\$75.00	249 588	
TOTAL										\$10,898.45		

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 _____, 2023.

BOARD OF DIRECTORS:

Nancy Aldrich _____

William McKay _____

Jerry Peltier _____


Rob Rodger, BCAA

Bill McKay _____

Duane LaPierre _____

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

VENDOR CODE	Benton Clean Air Agency VOUCHER PAYMENT REQUEST	Warrants Dated: October 5th, 2023	Invoice	Fund Number: 6911				STATEMENT DATE	AMOUNT	VOUCHER #
	VENDOR NAME	DESCRIPTION		ORG NAME	BARS CODE	BCAA CODE				
103889	Senske Lawn & Tree Care Inc	Lawn Maintenance	14282625	91158940	64801	4801	9/27/2023	\$391.32	249825	
103889	Senske Lawn & Tree Care Inc	Lawn Maintenance	14220050	91158940	64801	4801	9/27/2023	\$391.32	249825	
103889	Senske Lawn & Tree Care Inc	Lawn Maintenance	14139196	91158940	64801	4801	9/27/2023	\$391.32	249825	
104288	US Bank	Payment of Credit Cards		91158940	Attached	Attached	9/26/2023	\$2,551.30	249826	
105701	Law Office of Bronson J. Brown	Legal Services	127	91158940	64100	4101	10/2/2023	\$1,800.00	249824	
							TOTAL	\$5,525.26		

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 _____, 2023.

BOARD OF DIRECTORS:

Nancy Aldrich


John Lyte, BCAA

William McKay

Bill McKay

Jerry Peltier

Duane LaPierre

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

VENDOR CODE	Benton Clean Air Agency VOUCHER PAYMENT REQUEST	Warrants Dated: October 12th, 2023	Invoice	Fund Number: 6911				STATEMENT DATE	AMOUNT	VOUCHER #
				VENDOR NAME	DESCRIPTION	ORG NAME	BARS CODE			
100076	Advance Protection Services, Inc.	Facility Maintenance	R 145600	91158940	64801	4801	9/29/2023	\$48.86	249982	
101833	Benton Clean Air Agency Payroll	Payroll Reimbursement		91158940	Attached	Attached	10/4/2023	\$34,105.84	249983	
101745	Cascade Fire Protection Co	Fire Extinguisher Service	00793-01	91158940	64801	4801	10/4/2023	\$51.00	249984	
101918	Connell Oil Inc	Vehicle Fuel	CL44371/CL46711	91158940	64807	4807	9/30/2023	\$90.48	249985	
102084	Desert Springs Bottled Water LLC	Water Delivery Service	591433	91158940	64801	4801	9/30/2023	\$37.34	249986	
							TOTAL	\$34,333.52		

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 _____, 2023.

BOARD OF DIRECTORS:

Nancy Aldrich

William McKay

Jerry Peltier


John Lyte, BCAA

Bill McKay

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: October 19th, 2023		Fund Number: 6911					
VENDOR CODE	VENDOR NAME	DESCRIPTION	INVOICE	ORG NAME	BARS CODE	BCAA CODE	STATEMENT DATE	AMOUNT	VOUCHER #
100835	Pronto Process Service	Legal Services	2023004001	91158940	64100	4101	10/3/2023	\$75.00	
100899	Xerox Financial Services	Copier/Printer Rental/Usage	4894617	91158940	63106	3106	10/12/2023	\$385.68	
							TOTAL	\$460.68	

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 _____, 2023.

BOARD OF DIRECTORS:

Nancy Aldrich

William McKay

Jerry Peltier


John Lyle, BEAA

Bill McKay

Duane LaPierre

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

ENGINEERING REPORT for October 2023

Applicant	Expected	MOD/ Relocate Requests	NOC Applications		Orders of Approval	
		Received	Received	With- drawn	Issued	Pending
Permitting						
DH Land LLC					1	
Tree Top						1
City of Richland WWTP						1
City of Kennewick WWTP						1
Columbia Crest (3) Revisions		Waiting for comment from facility				3
PermaFix Test Bed Initiative (Incomplete), Tank Brine		Waiting for SEPA from Ecology				
Total This Month			0	0	1	
Total for 2023			8	7	14	
Compliance						
Source Inspections – Gas Dispensing Facilities						Ongoing – John
Source Inspections – Surface Coating Facilities						Ongoing – John
Source Inspections – Crematories						Ongoing – John
Notes						

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. 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.

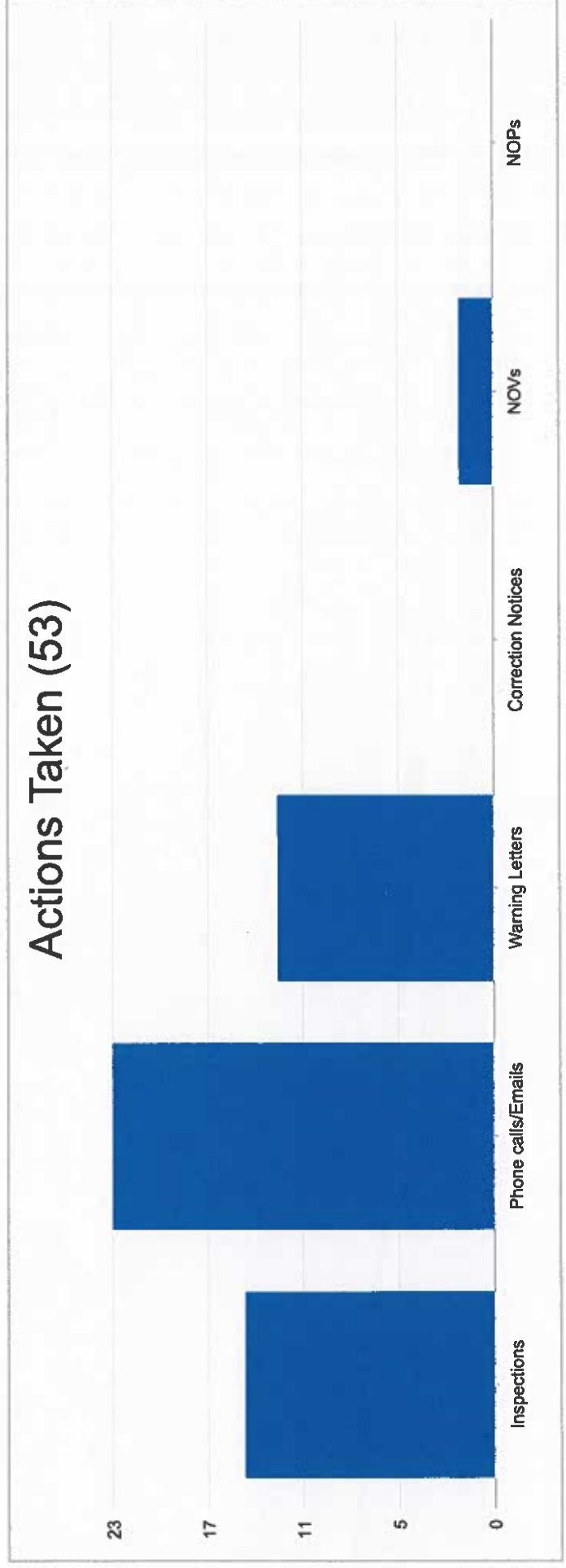
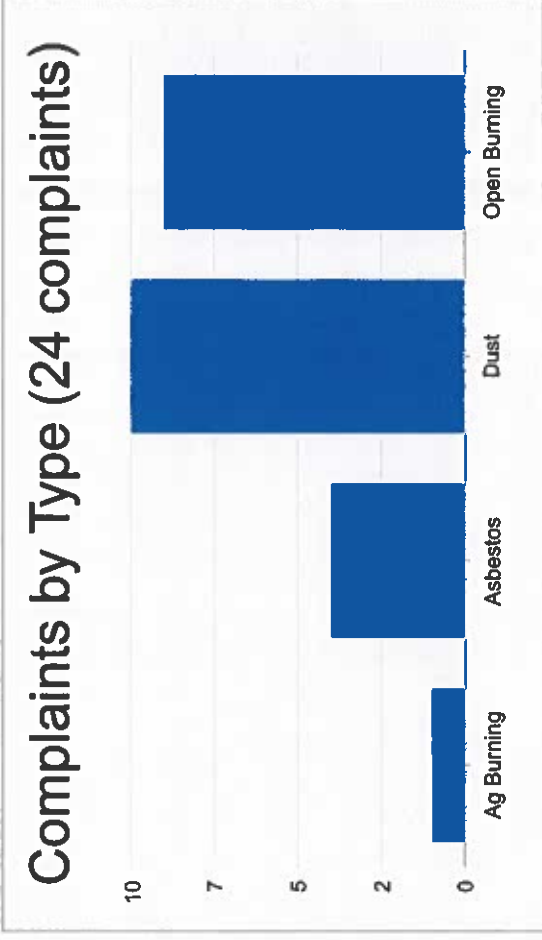
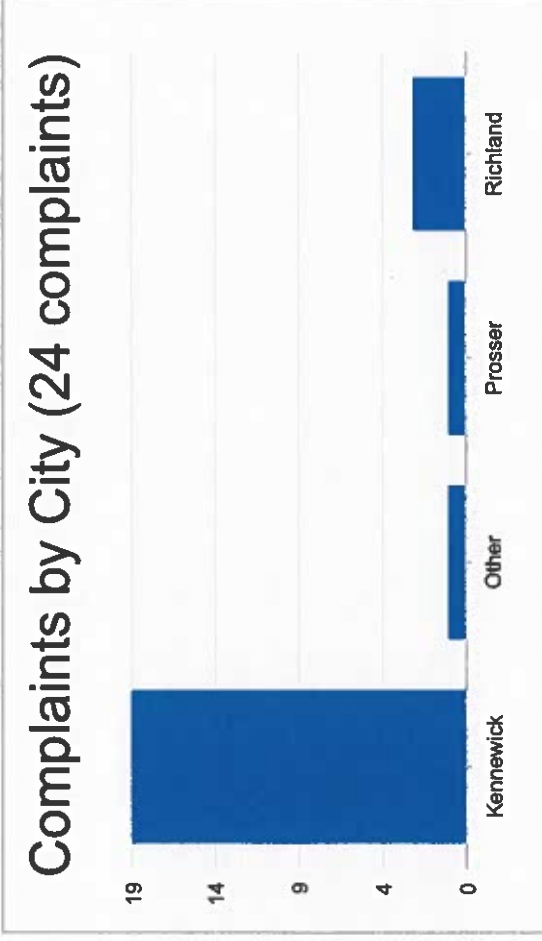
RO – Title 5 permits must be renewed every 5 years. The renewal process includes updating emission and control equipment information, updating regulatory applicability and compliance.

2023 Unresolved Cases BENTON CLEAN AIR AGENCY

*Reflects status of cases as of October 16, 2023

OWNER	OPERATOR	CASE NUMBER	TYPE	NOV RCVD	NOP RCVD	BCAA PENALTY	FIRE DEPT CHARGES	TOTAL PENALTY	CONSENT ORDER
Chazz and Ashley Ludwig		23-014	Outdoor Burn	10/11/23	Not yet issued				
Martin Pedroza		23-013	Ag Burn	9/18/23	Not yet issued				
Andy Brandt, All-Safe Abatement		23-012	Asbestos	9/20/23	Not yet issued				
Jeremy Brock		23-011	Asbestos	10/10/23	Not yet issued				
Patrick Canizal		23-010	Asbestos	9/12/23		\$1,050.00		\$1,050.00	\$525.00

September 01, 2023 to September 30, 2023 Complaints Summary



Monthly Monitoring Report

Continuous Data (Unofficial Data) – September 2023 Station – Kennewick and Prosser

Day	Kennewick BAM PM ₁₀ Conc µg/m ³		Prosser BAM PM _{2.5} Conc µg/m ³		NephPM _{2.5} Conc µg/m ³		Kennewick BAM PM ₁₀ Conc µg/m ³		NephPM _{2.5} Conc µg/m ³		Prosser BAM PM _{2.5} Conc µg/m ³		Overall AQI
	Day	Conc	Day	Conc	Day	Conc	Day	Conc	Day	Conc	Day	Conc	
1	12	9.17	5.03	9.17	16	38.42	6.8	38.42	16	6.8	9.25	9.25	Good
2	20.25	9.04	8.08	9.04	17	39.33	4.87	39.33	17	4.87	8.95	8.95	Good
3	18.46	6.03	5.93	6.03	18	39.5	3.8	39.5	18	3.8	6.45	6.45	Good
4	10.92	1.16	3.1	1.16	19	25	5.79	25	19	5.79	8.67	8.67	Good
5	12.58	3.77	4.2	3.77	20	16.75	6.73	16.75	20	6.73	8.42	8.42	Good
6	14.38	4.08	3.53	4.08	21	14.39	7.25	14.39	21	7.25	6.53	6.53	Good
7	14.79	5.52	3.6	5.52	22	11.38	7	11.38	22	7	7.04	7.04	Good
8	17.21	4.63	3.88	4.63	23	17.38	7.75	17.38	23	7.75	8.22	8.22	Good
9	28.46	7.07	4.86	7.07	24	12.04	6.47	12.04	24	6.47	7.65	7.65	Good
10	24.42	8.14	4.71	8.14	25	22.83	14.51	22.83	25	14.51	14.78	14.78	Moderate
11	25.75	6.85	5.2	6.85	26	10.17	3.55	10.17	26	3.55	2.9	2.9	Good
12	16.79	3.45	3.12	3.45	27	28.38	3.2	28.38	27	3.2	2.97	2.97	Good
13	16.96	3.5	3.2	3.5	28	8.5	2.75	8.5	28	2.75	3.2	3.2	Good
14	26.35	5.45	4.54	5.45	29	10.71	4.2	10.71	29	4.2	7.91	7.91	Good
15	34.17	9.62	5.92	9.62	30	9.58	4.2	9.58	30	4.2	5.03	5.03	Good

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

Monthly Monitoring Report

Continuous Data (Unofficial Data) – September 2023
 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	42.8	Good	16	56.1	Moderate
2	50.0	Good	17	48.4	Good
3	40.6	Good	18	38.6	Good
4	38.7	Good	19	40.9	Good
5	17.4	Good	20	29.1	Good
6	0.0	Good	21	19.1	Good
7	39.3	Good	22	34.4	Good
8	45.2	Good	23	35.4	Good
9	46.3	Good	24	30.1	Good
10	46.5	Good	25	28.3	Good
11	48.5	Good	26	37.2	Good
12	38.6	Good	27	35.2	Good
13	40.2	Good	28	36.0	Good
14	42.3	Good	29	27.6	Good
15	49.3	Good	30	34.9	Good

O₃ EPA Standard: 70 ppm 8-hour average

Air Quality Index Categories

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