

**AGENDA**  
**Benton Clean Air Agency**  
**Board of Directors Regular Meeting**  
**July 25, 2024, 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  
Jason McShane

**III. APPROVAL OF AGENDA**

**IV. APPROVAL OF June 27, 2024 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.

**June - July**

A. Ratification of voucher request dated	June 27, 2024	<b>\$225.00</b>
B. Ratification of voucher request dated	July 4, 2024	<b>\$27,255.81</b>
E. Ratification of voucher request dated	July 11, 2024	<b>\$33,882.15</b>
	<b>Total Expenditures</b>	<b>\$61,362.96</b>

**VI. NEW BUSINESS**

A. PROFESSIONAL ENGINEER

**VII. OLD BUSINESS**

NONE

**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: Jul 25, 2024 05:00 PM Pacific Time (US and Canada)**

**Join Zoom Meeting**

**<https://us06web.zoom.us/j/85169743073?pwd=c0Rnigzad6sYjMfLeUHANdQXHBCjY3.1>**

**Meeting ID: 851 6974 3073**

**Passcode: 150678**

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**One tap mobile**

**+12532158782,,85169743073#,,,,\*150678# US (Tacoma)**

**+12532050468,,85169743073#,,,,\*150678# US**

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**Dial by your location**

**• +1 253 215 8782 US (Tacoma)**

**• +1 253 205 0468 US**

**Meeting ID: 851 6974 3073**

**Passcode: 150678**

**Find your local number: <https://us06web.zoom.us/u/kDe36rNBX>**

**MINUTES**  
**Benton Clean Air Agency**  
**Board of Directors Regular Meeting**  
*June 27, 2024, at 5:00 p.m.*



526 S. Steptoe Street  
Kennewick, Benton County, Washington

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**CALL TO ORDER**

The meeting was called to order at 5:00 pm.

**ROLL CALL**

Nancy Aldrich, chair – present  
Will McKay, vice chair – present  
Jerry Peltier – present  
Duane LaPierre – present  
Jason McShane – present

**STAFF PRESENT**

Rob Rodger, Executive Director  
Tyler Thompson, Air Quality Engineer  
John Lyle, Air Quality Specialist

Bronson Brown, Attorney

**APPROVAL OF AGENDA**

Mr. LaPierre made a motion to add an item to the agenda under old business, which was to discuss bids for the agency remodel. Mr. Peltier seconded the motion. Mr. Lapierre then made a motion to approve the agenda, Mr. Peltier seconded, and the agenda was approved.

**APPROVAL OF MAY 23, 2024 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.

**May-June**

A. Ratification of voucher request dated	May 30, 2024	<b>\$26,789.01</b>
B. Ratification of voucher request dated	June 6, 2024	<b>\$12,414.02</b>
C. Ratification of voucher request dated	June 13, 2024	<b>\$42,126.41</b>
D. Ratification of voucher request dated	June 20, 2024	<b>\$1,076.66</b>
	<b>Total Expenditures</b>	<b>\$82,406.10</b>

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

**NEW BUSINESS**

None.

**OLD BUSINESS**

Discussion and acceptance of bid for Benton Clean Air Agency office remodel. The board was presented with bids to remodel the BCAA office. Two bids were submitted for the project and the board chose to accept the low bid.

**REPORTS, COMMENTS AND DISCUSSION ITEMS**

Expenditures vs. Budget Report – Mr. Rodger reported that the budget was on track for the year. Asbestos notifications were lagging, but have picked up as of recent. Overall the agency is projected to come in under budget with income outweighing expenditures.

Control Officer Report – Mr. Rodger attended several meetings with local entities regarding the handling of the Lineage Logistics warehouse fire. The woodstove recycle program has begun with an event set up partnered with the Department of Ecology for July 19. Met with overburdened communities group regarding air monitoring. Met with high winds dust group regarding pm10. Mr. Rodger commended staff on the high workload they've been dealing with for lasts couple months.

Legal Council Report – Mr. Brown reported there was no new legal news.

Engineering Report – Mr. Thompson reported that notices of construction had been picking up. Several permits had been issued in the last month for various types of new sources and a similar amount of permits were expected to be issued in the next month as well. He had met with several businesses regarding permitting of new and existing facilities and offered compliance assistance to them.

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

Complaint Summary – Mr. Lyle reported that the majority of the complaints in April were from dust and open burning, with several "others" linked to the Lineage fire.

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Monitoring Reports – Mr. Lyle reported that overall air quality has been good for both particulate matter and ozone.

**PUBLIC COMMENT** – There was no public comment.

**EXECUTIVE SESSION** – None.

**ADJOURNMENT** – The meeting was adjourned at 5:44 pm.

***Approved by:***

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**Nancy Aldrich – Chair**  
Benton Clean Air Agency

Benton Clean Air Agency VOUCHER PAYMENT REQUEST		Warrants Dated: June 27th, 2024	Invoice	Fund Number: 6911					
VENDOR CODE	VENDOR NAME	DESCRIPTION		ORG NAME	BARS CODE	BCAA CODE	STATEMENT DATE	AMOUNT	VOUCHER #
103034	Lyle, John	Cell Phone Reimbursement		91158940	64200	4205	5/31/2024	\$75.00	258193
103785	Rodger, Rob	Cell Phone Reimbursement		91158940	64200	4205	5/31/2024	\$75.00	258194
104159	Thompson, Tyler	Cell Phone Reimbursement		91158940	64200	4205	5/31/2024	\$75.00	258195
TOTAL								\$225.00	


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 \_\_\_\_\_, 2024.

**BOARD OF DIRECTORS:**

\_\_\_\_\_  
Nancy Aldrich

\_\_\_\_\_  
William McKay

\_\_\_\_\_  
Jerrv Peltier

  
Rob Rodger

\_\_\_\_\_  
Jason McShane

\_\_\_\_\_  
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: July 4th, 2024	Invoice	Fund Number: 6911					
VENDOR CODE	VENDOR NAME	DESCRIPTION		ORG NAME	BARS CODE	BCAA CODE	STATEMENT DATE	AMOUNT	VOUCHER #
102061	Department of Ecology	AG Burning Fees		91158940	64100	4106	7/1/2024	\$1,235.29	258456
103889	Senske Laen & Tree Care	Lawn Maintenance	14710370	91158940	64801	4801	7/1/2024	\$628.42	258458
104288	US Bank	Payment of Credit Cards		91158940	Attached	Attached	6/26/2024	\$16,131.10	258459
105736	Gravis Tech	IT Support	31452	91158940	64100	4109	6/30/2024	\$9,261.00	258457
TOTAL								\$27,255.81	

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

\_\_\_\_\_  
Jerrv Peltier

  
\_\_\_\_\_  
John Lyfe, BCAA

\_\_\_\_\_  
Jason McShane

\_\_\_\_\_  
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: July 11th, 2024	Invoice	Fund Number: 6911					
VENDOR CODE	VENDOR NAME	DESCRIPTION		ORG NAME	BARS CODE	BCAA CODE	STATEMENT DATE	AMOUNT	VOUCHER #
100076	Advanced Protection Services Inc	Facility Maintenance	R15250	91158940	64801	4801	6/28/2024	\$48.86	258602
101833	Benton Clean Air Agency Payroll	Payroll Reimbursement		91158940	Attached	Attached	7/5/2024	\$31,869.86	258603
101918	Connell Oil Inc	Vehicle Fuel	CL87154, CL89423	91158940	64807	4807	6/30/2024	\$143.16	258604
102084	Desert Springs Bottled Water LLC	Water Delivery Services	630192	91158940	64801	4801	6/30/2024	\$20.27	258605
105701	Law Office of Bronson J Brown	Legal Services	166	91158940	64100	4101	7/2/2024	\$1,800.00	258606
TOTAL								\$33,882.15	


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, BCAA

\_\_\_\_\_  
Jason McShane

\_\_\_\_\_  
Duane LaPierre

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



<b>Benton Clean Air Agency</b>				
<b>Expenditures vs. Budget - FY 2024</b>			<b>Pct. Year</b>	<b>Typical</b>
<b>Year to Date (June 2024)</b>			<b>100.0%</b>	<b>YTD</b>
	<b>Jul 23 - June 24</b>	<b>Budget</b>	<b>% Budget</b>	
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Core/Base Grant	144,776	137,181	106	101
Engr - Air Operating Permit	154,103	111,690	138	108
Engr - Notice of Constrn. (NOC)	35,123	19,000	185	83
Fees - Registration	129,119	117,000	110	99
Fees - Asbestos Notifications	14,682	17,500	84	79
Fees - Burn Permits	13,386	16,500	81	77
Investment Income	24,704	12,500	198	100
Local Assessments	211,395	210,850	100	99
PM 2.5 Monitoring Grant	4,500	4,500	100	100
Woodstove Education Grant	5,784	3,909	148	91
IRA Grant	29,327	47,607	62	NA
Penalties	26,498	12,000	221	75
Other	210,000	210,000	100	NA
<b>Total Income</b>	<b>1,003,397</b>	<b>920,237</b>	<b>109</b>	<b>99</b>
<b>Expense</b>				
1000 - Salaries & Wages	299,283	344,278	87	97
2100 - Benefits	158,779	179,252	89	96
3100 - Operating Supplies	7,376	10,600	70	77
4100 - Professional Services	92,249	118,600	78	90
4101 - Legal Services	21,975	22,600	97	98
4200 - Communications	12,548	13,800	91	90
4301 - Travel and Training	7,053	15,000	47	57
4403 - Outreach and Advertising	17,214	13,500	128	64
4600 - Insurance	11,185	11,500	97	92
4700 - Utilities	2,306	2,800	82	75
4800 - Repairs & Maintenance	38,311	41,000	93	91
4901 - Dues	1,700	1,200	142	100
6400 - Capital Expenditures	106,078	156,000	68	50
8100 - Woodsmoke Reductin (Recycle)	1,200			
<b>Total Expense</b>	<b>755,282</b>	<b>907,530</b>	<b>83</b>	

## ENGINEERING REPORT for June 2024

Applicant	Expected	MOD/ Re-locate Re-requests	NOC Applications		Orders of Approval	
		Received	Received	With-drawn	Issued	Pending
<b>Permitting</b>						
Mad Dad Leasing		1				
Atlas Agro						1
Tessengerlo Kerley					1	
Libby Middle School – RSD			1			
Chief Joseph Middle School – RSD			1			
General Services Administration			1			
City of Richland WWTP						1
City of Kennewick WWTP						1
<b>Total This Month</b>			<b>1</b>	<b>3</b>		<b>1</b>
<b>Total for 2024</b>			<b>6</b>	<b>12</b>		<b>16</b>
<b>Compliance</b>						
Source Inspections – Gas Dispensing Facilities	Ongoing					
Source Inspections – Surface Coating Facilities	Ongoing					
Source Inspections – Crematories	Ongoing					
<b>Notes</b>						
Met with Atlas Agro – Compliance Assistance						
Met with Atkins – Compliance Assistance						
Met with ATI Specialty Materials – Compliance Assistance						
John/Tyler attended Stack Test Training						

**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.

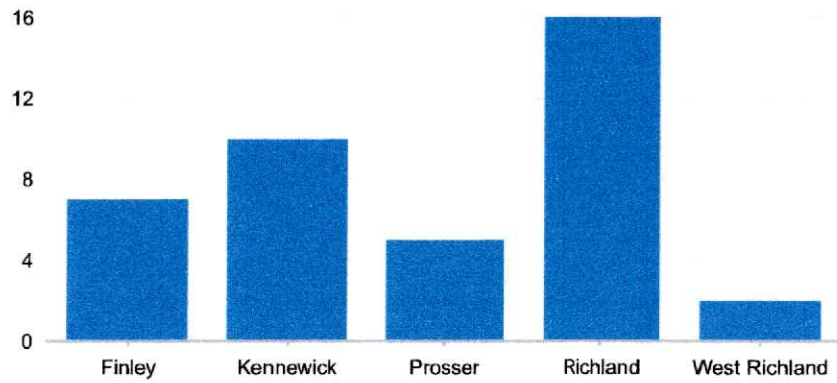
# 2024 Unresolved Cases BENTON CLEAN AIR AGENCY

\*Reflects status of cases as of July 15, 2024

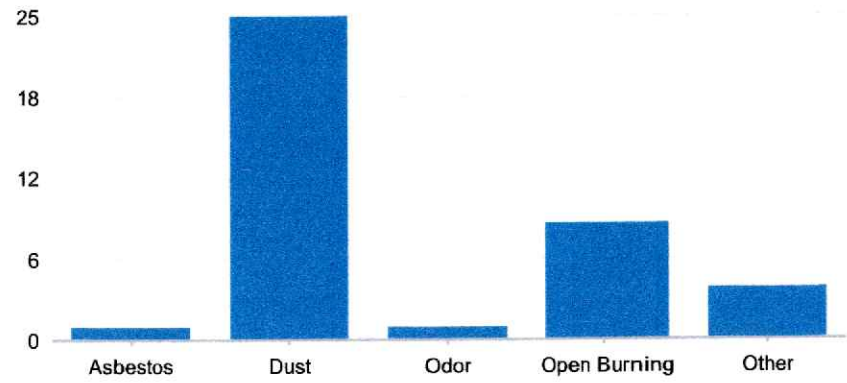
OWNER	OPERATOR	CASE NUMBER	TYPE	NOV RCVD	NOP RCVD	BCAA PENALTY	FIRE DEPT CHARGES	TOTAL PENALTY	CONSENT ORDER
TDKJ Commercial Property LLC		24-017	Dust		Not yet issued				
William Magelson	Dan Ganz	24-016	Outdoor Burn	5/11/24	Not yet issued				
Rafael Cervantes		24-015	Outdoor Burn		Not yet issued				
Nolan Murray		24-014	Outdoor Burn	4/10/24	5/28/24	\$700.00		\$700.00	\$350.00
Oswaldo Espindola		24-006	Outdoor Burn	3/14/24	4/19/24	\$300.00		\$300.00	

# June 01, 2024 to June 30, 2024 Complaints Summary

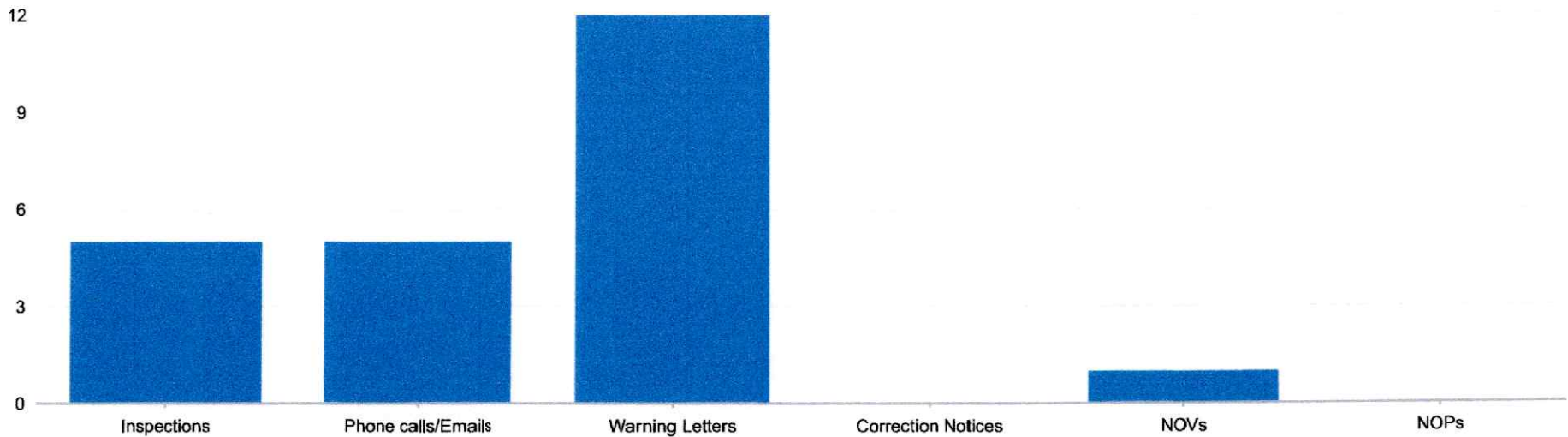
## Complaints by City (40 complaints)



## Complaints by Type (40 complaints)



## Actions Taken (23)



# Monthly Monitoring Report

Continuous Data (Unofficial Data) – June 2024  
Station – Kennewick

Day	Kennewick BAM PM <sub>10</sub> Conc µg/m <sup>3</sup>	NephPM <sub>2.5</sub> Conc µg/m <sup>3</sup>	Prosser BAM PM <sub>2.5</sub> Conc µg/m <sup>3</sup>	Overall AQI	Day	Kennewick BAM PM <sub>10</sub> Conc µg/m <sup>3</sup>	NephPM <sub>2.5</sub> Conc µg/m <sup>3</sup>	Prosser BAM PM <sub>2.5</sub> Conc µg/m <sup>3</sup>	Overall AQI
1	22.17	6	2.53	Good	16	6	0.67	0.31	Good
2	9.5	2.02	0.04	Good	17	14.09	1.22	1.73	Good
3	26.13	1.46	1.01	Good	18	7.83	1.5	1.01	Good
4	12.46	1.69	1.03	Good	19	16.71	2.97	1.68	Good
5	12.75	4.32	2.27	Good	20	23.33	4.97	3.39	Good
6	21.04	5.23	3.67	Good	21	18.04	6.18	5.13	Good
7	17.04	3.23	3.93	Good	22	22.79	5.74	5.08	Good
8	16.04	3.74	4.66	Good	23	26.67	2.24	2.65	Good
9	23.92	5.26	5.54	Good	24	15.25	2.32	1.69	Good
10	18.08	3.15	3.42	Good	25	28.36	3.64	3.78	Good
11	52.21	3.57	3.21	Good	26	55.13	3.42	4.14	Moderate
12	15.63	2.75	2.85	Good	27	21.57	0.83	1.31	Good
13	25.25	3.76	3.31	Good	28	---	1.52	1.59	Good
14	22.38	2.4	2.4	Good	29	---	2.2	2.68	Good
15	50.08	1.38	0.96	Good	30	---	2.6	2.73	Good

PM<sub>10</sub> standard: 150 µg/m<sup>3</sup> (24-hr), 50 µg/m<sup>3</sup> (annual)

PM<sub>2.5</sub> standard: 35 µg/m<sup>3</sup> (24-hr), 15 µg/m<sup>3</sup> (annual)

### Air Quality Index Categories

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

# Monthly Monitoring Report

Continuous Data (Unofficial Data) – June 2024  
 Station – (BCAA) S. Steptoe St.

## Ozone Highest 8-hour Average

Day	O <sub>3</sub> in ppb	Overall AQI	Day	O <sub>3</sub> in ppb	Overall AQI
1	41.8	Good	16	33.8	Good
2	33.3	Good	17	29.7	Good
3	36.6	Good	18	38.2	Good
4	31.7	Good	19	41.5	Good
5	50.1	Good	20	46.9	Good
6	56.2	Moderate	21	55.1	Moderate
7	51.9	Good	22	58.1	Moderate
8	52.5	Good	23	43.0	Good
9	46.7	Good	24	49.6	Good
10	52.5	Good	25	54.1	Good
11	46.0	Good	26	42.9	Good
12	49.7	Good	27	27.6	Good
13	55.7	Moderate	28	36.3	Good
14	40.2	Good	29	39.4	Good
15	33.6	Good	30	32.4	Good

O<sub>3</sub> EPA Standard: 70 ppm 8-hour average

### Air Quality Index Categories

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