

AGENDA
Benton Clean Air Agency
Board of Directors Regular Meeting
October 24, 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 September 26, 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.

September - October

A. Ratification of voucher request dated	September 26, 2024	\$12,341.17
B. Ratification of voucher request dated	October 3, 2024	\$37,725.27
C. Ratification of voucher request dated	October 10, 2024	\$2,616.96
D. Ratification of voucher request dated	October 17, 2024	\$398.50
	Total Expenditures	\$53,081.90

VI. NEW BUSINESS

NONE

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: Oct 24, 2024 05:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82588204900?pwd=RApZJwY1sNz0l5eXmda67zgbWj0Tby.1>

Meeting ID: 825 8820 4900

Passcode: 147110

One tap mobile

+12532050468,,82588204900#,,,,*147110# US

+12532158782,,82588204900#,,,,*147110# US (Tacoma)

Dial by your location

• +1 253 205 0468 US

• +1 253 215 8782 US (Tacoma)

Meeting ID: 825 8820 4900

Passcode: 147110

Find your local number: <https://us06web.zoom.us/j/kB5z0EYRx>

MINUTES
Benton Clean Air Agency
Board of Directors Regular Meeting
September 26, 2024, at 5:00 p.m.



526 S. Steptoe Street
Kennewick, Benton County, Washington

CALL TO ORDER

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

ROLL CALL

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

STAFF PRESENT

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

Bronson Brown, Attorney

APPROVAL OF AGENDA

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

APPROVAL OF JULY 25, 2024 BOARD MEETING MINUTES

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

CONSENT AGENDA

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July-September

A. Ratification of voucher request dated	July 25, 2024	\$13,548.50
B. Ratification of voucher request dated	August 1, 2024	\$74,366.99
C. Ratification of voucher request dated	August 8, 2024	\$3,010.91
D. Ratification of voucher request dated	August 15, 2024	\$48,237.65
E. Ratification of voucher request dated	August 29, 2024	\$370.46
F. Ratification of voucher request dated	September 5, 2024	\$82,971.57

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G. Ratification of voucher request dated	September 12, 2024	\$47,311.65
H. Ratification of voucher request dated	September 19, 2024	\$453.77
	Total Expenditures	\$270,271.50

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

NEW BUSINESS

None.

OLD BUSINESS

The remodel of the agency’s building has been completed.

REPORTS, COMMENTS AND DISCUSSION ITEMS

Expenditures vs. Budget Report – Mr. Rodger reported that the budget was typical for 2 months into the fiscal year. Nothing was abnormally short. Notice of construction applications were already at 75% of projected income due to an increase of projects at new/existing facilities.

Control Officer Report – Mr. Rodger gave an update on the progress of the new inspector training and the certifications and milestones he’s reached thus far. Mr. Rodger attended a dust busters PM10 group. The agency had an overall very positive turnout and interactions at the county fair booth.

Legal Council Report – Mr. Brown reported that he had given his 60-day notice of resignation as the agency’s attorney.

Engineering Report – Mr. Thompson reported that notices of construction continued to see an increase in applications received. 3 notices of violations had been issued to facilities for various infractions.

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 were from dust.

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Monitoring Reports – Mr. Lyle reported that overall air quality has been good for both particulate matter and ozone. There were a few days that saw elevated ozone and a few days that saw increased particulate matter.

PUBLIC COMMENT – There was no public comment.

EXECUTIVE SESSION – None.

ADJOURNMENT – The meeting was adjourned at 5:41 pm.

Approved by:

Nancy Aldrich – Chair
Benton Clean Air Agency

Benton Clean Air Agency VOUCHER PAYMENT REQUEST		Warrants Dated: September 26th, 2024		Invoice		Fund Number: 6911			
VENDOR CODE	VENDOR NAME	DESCRIPTION		ORG NAME	BARS CODE	BCAA CODE	STATEMENT DATE	AMOUNT	VOUCHER #
106167	Deon Steichen	Cell Phone Reimbursement		91158940	64200	4205	9/24/2024	\$75.00	261309
103034	John Lyle	Cell Phone Reimbursement		91158940	64200	4205	9/24/2024	\$75.00	261311
106236	Gutter Kings	Gutter Installation	5019	91158940	66401	6406	9/14/2024	\$2,665.27	261310
103693	Ray Poland & Sons Inc	Parking Lot	W-11757-4-24	91158940	66401	6406	5/14/2024	\$9,375.90	261312
103785	Rob Rodger	Cell Phone Reimbursement		91158940	64200	4205	9/24/2024	\$75.00	261313
104159	Tyler Thompson	Cell Phone Reimbursement		91158940	64200	4205	9/24/2024	\$75.00	261314
							TOTAL	\$12,341.17	

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 _____

Jerry Peltier _____

Jason McShane _____

Duane LaPierre _____


John Lyle, BCAA

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 3rd, 2024	Invoice	Fund Number: 6911				VOUCHER #
VENDOR CODE	VENDOR NAME	DESCRIPTION		ORG NAME	BARS CODE	BCAA CODE	STATEMENT DATE	AMOUNT
101692	Cliff Thorn Construction	Remodel		91158940	66401	6406	9/25/2024	\$20,540.00
104288	US Bank	Payment of Credit Cards		91158940	Attached	Attached	9/25/2024	\$8,640.89
105736	Gravis Tech	IT Support	31524	91158940	64100	4109	8/31/2024	\$8,544.38
							TOTAL	\$37,725.27

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

Jerry Peltier

Jason McShane

Duane LaPierre



Deon Steichen, BCAA

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Benton Clean Air Agency VOUCHER PAYMENT REQUEST		Warrants Dated: October 10th, 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.	Building Security/Alarms	R 154650	91158940	64801	4801	9/30/2024	\$48.86	261195	
101918	Connel Oil Inc.	Vehicle Fuel	CL07426-IN CL04741-IN	91158940	64807	4807	9/30/2024	\$139.68	2611696	
103889	Senske Lawn & Tree Care Inc.	Lawn Maintenance	15690140	91158940	64801	4801	10/1/2024	\$628.42	2611698	
105701	Law Office of Branson J. Brown	Legal Services	180	91158940	64100	4101	10/1/2024	\$1,800.00	2611697	
							TOTAL	\$2,616.96		

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 _____

Jerry Peltier _____



Tyler Thompson, BCAA _____

Jason McShane _____

Duane LaPierre _____

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Benton Clean Air Agency VOUCHER PAYMENT REQUEST		Warrants Dated: October 17th, 2024		Fund Number: 6911		Invoice	
VENDOR CODE	VENDOR NAME	DESCRIPTION	ORG NAME	BARS CODE	BCAA CODE	STATEMENT DATE	AMOUNT
100899	Xerox Financial Services	Copier/Printer Rental/Usage	91158940	63106	3106	10/12/2024	\$398.50
						TOTAL	\$398.50

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

Jerry Peltier



Tyler Thompson, BCAA

Jason McShane

Duane LaPierre

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Benton Clean Air Agency				
Expenditures vs. Budget - FY 2025			Pct. Year	Typical
Year to Date (Sept 2024)			25.0%	YTD
	Jul 24 - Sept 24	Budget	% Budget	
Ordinary Income/Expense				
Income				
Core/Base Grant	0	142,916	0	0
Engr - Air Operating Permit	0	115,000	0	0
Engr - Notice of Constrn. (NOC)	21,890	29,000	75	32
Fees - Registration	493	120,000	0	0
Fees - Asbestos Notifications	4,000	17,500	23	23
Fees - Burn Permits	225	16,500	1	8
Investment income	7,000	12,500	56	
Local Assessments	36,459	213,900	17	23
PM 2.5 Monitoring Grant	3,441	12,500	28	5
Woodstove Education Grant	0	4,189	0	0
IRA Grant	18,280	0		NA
Penalties	11,450	12,000	95	27
Other	200,000	200,000	100	NA
Woodsmoke Red Grant	4,832	10,000	48	
Total Income	308,070	906,005	34	14
Expense				
1000 - Salaries & Wages	83,495	369,665	23	24
2100 - Benefits	40,224	197,327	20	21
3100 - Operating Supplies	1,592	10,600	15	17
4100 - Professional Services	43,757	38,600	113	36
4101 - Legal Services	3,695	22,600	16	16
4200 - Communications	3,136	13,800	23	19
4301 - Travel and Training	2,785	15,000	19	20
4403 - Outreach and Advertising	1,663	16,500	10	21
4600 - Insurance	11,330	11,500	99	94
4700 - Utilities	483	2,800	17	19
4800 - Repairs & Maintenance	4,189	16,000	26	32
4901 - Dues	508	1,200	42	25
6400 - Capital Expenditures	149,895	207,000	72	18
8100 - Wdsmske Redution (Recycle)	5,200			
Total Expense	343,057	899,992	38	26

ENGINEERING REPORT for September 2024

Applicant	Expected	MOD/ Re-locate Requests	NOC Applications		Orders of Approval	
		Received	Received	With-drawn	Issued	Pending
Permitting						
Atlas Agro						1
Libby Middle School – RSD						1
Chief Joseph Middle School – RSD						1
City of Richland WWTP						1
City of Kennewick WWTP						1
Chinook Middle School – KSD						1
Desert Hills Middle School – KSD						1
Kennewick High School – KSD						1
Mahaffey Enterprises		1			1	
ATI – Richland Operations			1			1
Frank and Sons Autobody			1			1
Total This Month			1	2		1
Total for 2024			10	19		23
Compliance						
Source Inspections – Gas Dispensing Facilities			Ongoing			
Source Inspections – Surface Coating Facilities			Ongoing			
Source Inspections – Crematories			Ongoing			
Notes						
Nutrien Title V Inspection						
Smoke School						

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.

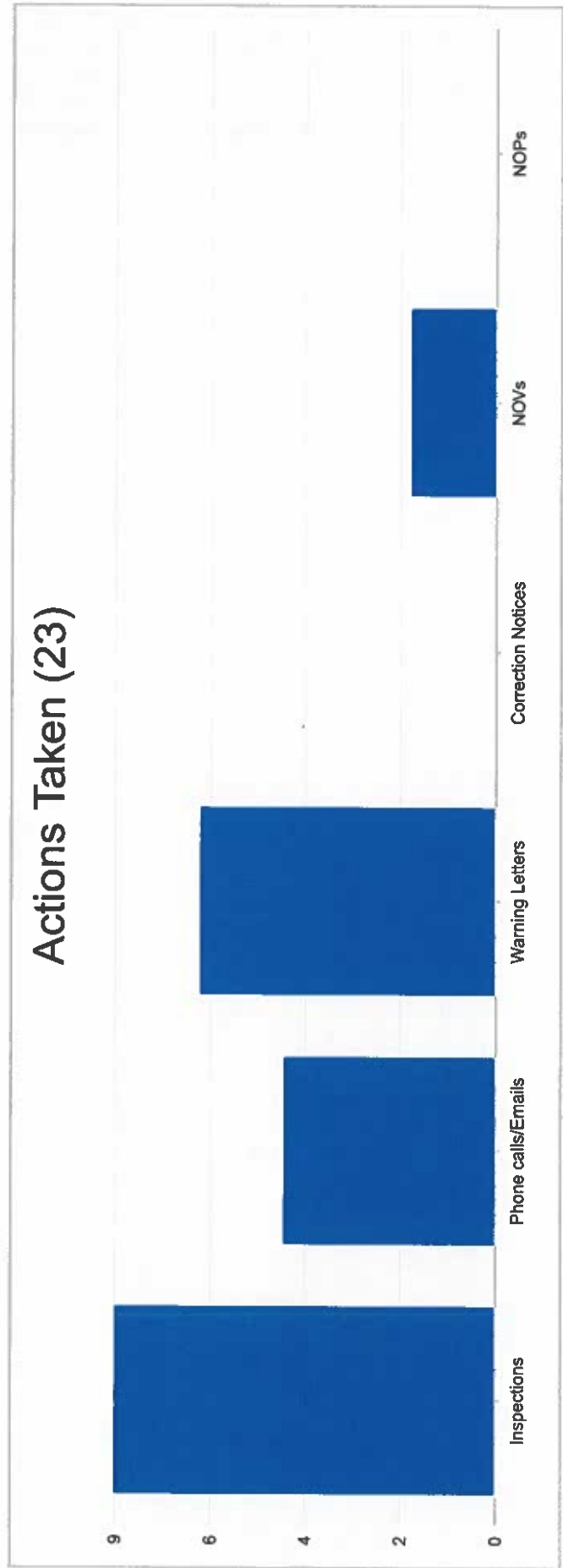
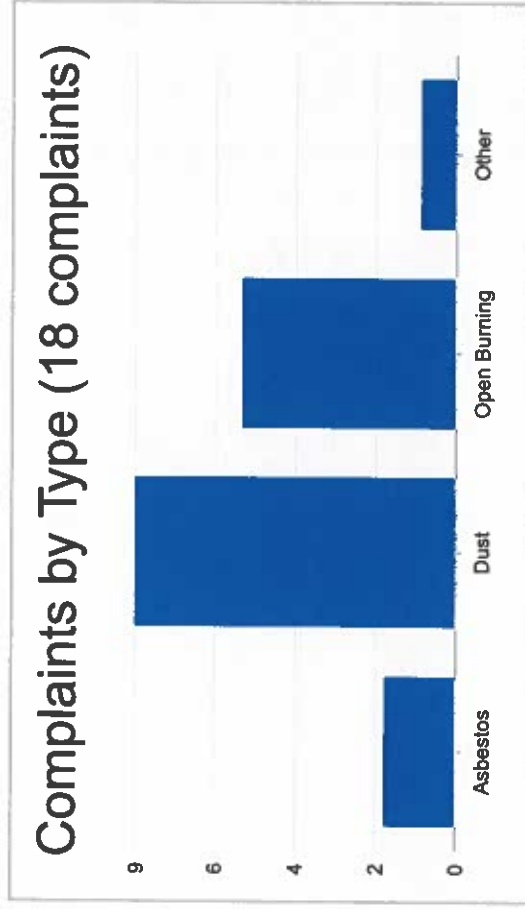
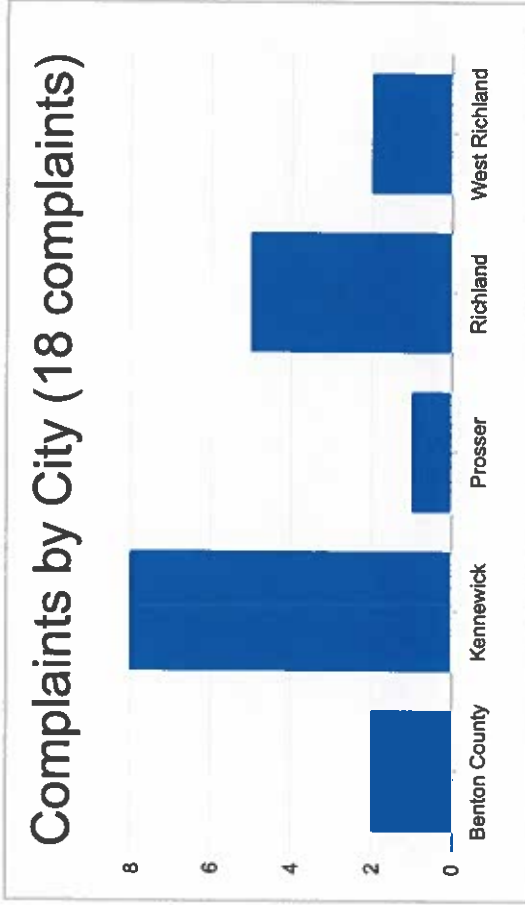
2024 Unresolved Cases BENTON CLEAN AIR AGENCY

*Reflects status of cases as of October 16, 2024

OWNER	OPERATOR	CASE NUMBER	TYPE	NOV RCVD	NOP RCVD	BCAA PENALTY	FIRE DEPT CHARGES	TOTAL PENALTY	CONSENT ORDER
Kellen Adcock		24-021	Asbestos		Not yet issued				
Fernando Magana		24-020	Asbestos	10/05/24	Not yet issued				
Hungry Generation Church	Paul Govarukhin	24-019	Asbestos	8/13/24		\$2,000.00		\$2,000.00	
William Stott Jr.		24-018	Outdoor Burn	7/25/24		\$700.00		\$700.00	
Tanner Lindstrom, TDKJ Commercial Property LLC		24-017	Dust	7/23/24		\$1,000.00		\$1,000.00	\$250.00
William Magelson	Dan Ganz	24-016	Outdoor Burn	5/11/24	8/10/24	\$1,100.00		\$1,100.00	
Rafael Olivera	Mario Duante	24-015	Outdoor Burn		Not yet issued				

September 01, 2024 to September 30, 2024

Complaints Summary



Monthly Monitoring Report

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

Day	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	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
1	30.46	5.95	7.35	Good	25.63	3.51	2.19	Good
2	124.58	8.63	11.35	Moderate	39.92	3.53	5.58	Good
3	30.13	5.61	6.94	Good	13.46	2.48	2.53	Good
4	36.67	8.30	8.36	Good	19.58	3.15	3.13	Good
5	41.04	7.45	12.69	Moderate	18.46	3.13	3.56	Good
6	45.33	9.55	12.31	Moderate	21.29	3.85	3.84	Good
7	64.83	17.20	19.71	Moderate	21.63	4.16	5.73	Good
8	61.92	22.97	27.12	Moderate	24.13	3.32	3.45	Good
9	35.50	8.22	13.00	Moderate	35.38	3.96	5.72	Good
10	25.29	3.68	3.21	Good	99.54	4.35	6.89	Moderate
11	18.08	3.49	4.12	Good	15.46	3.15	1.74	Good
12	15.88	2.87	2.20	Good	19.42	3.23	2.11	Good
13	12.46	3.61	2.27	Good	27.42	3.73	6.96	Good
14	14.21	3.71	4.25	Good	19.79	2.92	2.63	Good
15	9.46	2.74	2.20	Good	23.38	3.79	3.54	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 2024
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	52.3	Good	16	35.7	Good
2	54.5	Good	17	33.6	Good
3	41.5	Good	18	32.9	Good
4	51.5	Good	19	35.2	Good
5	50.2	Good	20	43.4	Good
6	48.1	Good	21	36.1	Good
7	49.2	Good	22	39.1	Good
8	54.7	Good	23	32.4	Good
9	43.8	Good	24	39.8	Good
10	40.1	Good	25	36.0	Good
11	28.6	Good	26	45.0	Good
12	33.9	Good	27	38.6	Good
13	35.5	Good	28	43.1	Good
14	36.7	Good	29	44.0	Good
15	34.8	Good	30	37.4	Good

O₃ EPA Standard: 70 ppm 8-hour average

Air Quality Index Categories

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