

**APPROVED MINUTES  
LASSEN COUNTY AIR POLLUTION CONTROL DISTRICT  
GOVERNING BOARD  
JUNE 14, 2016**

The Board convened in regular session at 3:00 P.M. in the City Council Chambers, 66 N. Lassen Street, Susanville CA. with Directors; Lino Callegari, Tom Hammond, Jeff Hemphill, and Nick McBride present. Also present were: Dan Newton, Air Pollution Control Officer (APCO); and Krystle Hollandsworth, Administrative Staff Assistant. Absent: Chairman Bob Pyle and Vice Chairman Rod De Boer.

**C. AGENDA APPROVAL**

Since both Chairman Pyle and Vice Chairman De Boer were absent, it was decided that Director McBride would run the meeting. It was moved by Director Callegari, and seconded by Director Jeff Hemphill, to approve the June agenda. Motion carried. Chairman Bob Pyle and Vice Chairman Rod De Boer absent.

**D. APPROVAL OF MINUTES**

APPROVAL OF MINUTES FOR THE MEETING OF: February 9, 2016. It was moved by Director McBride and seconded by Director Hammond to approve the minutes of the February 9, 2016 meeting. Motion carried. Chairman Bob Pyle and Vice Chairman Rod De Boer absent.

**E. BOARD MEMBER ISSUES/REPORTS**

NO BOARD MEMBER ISSUES/REPORTS

**F. CORRESPONDENCE**

NO CORRESPONDENCE

**G. PUBLIC COMMENT**

NO PUBLIC COMMENT

**H. MATTERS FOR BOARD CONSIDERATION**

**1. Report on District Activities**

Air Pollution Control Officer (APCO) Dan Newton gave a report on the District's activities. The District has been involved with the following items since the last meeting:

Carl Moyer Related Activities; Air Quality Engineer (AQE) Erik Edholm, responded to various questions regarding the program, did an inspection and executed a few agreements. Continued TIMBER application solicitation. Wood Stove Replacement Program; All 100 slots have been filled. 85 of the 100 slots have already received their rebate. We are one of only a handful of air districts that have a wood stove program that has been initiated internally. There is a push to get Cap and Trade state funds distributed to rural areas. To support this effort, we have shared our wood stove information with CAPCOA. Hopefully, if all goes as planned we could potentially see those funds within 6 months.

Trainings; Dan Newton and Erik Edholm attended a training to help them assess cancer risks associated with different sources. This is beneficial because when staff looks at our criteria pollutants and the proximity of the residents to a facility they are able to determine if there is a potential cancer risk associated with the operation. It will be utilized as a screening tool.

Both Dan and Erik also attended the CAPCOA spring training. It is always a good place to get updates on state and federal air pollution regulations.

Complaints; The dust complaints from a property in Herlong have dropped off and due to that, Erik is no longer on call.

## **2. District's Financial Report**

Dan Newton presented District financial reports for the months February through May 2016. The balance fluctuates based on cash flow. Staff would like to identify some funds to a new wood stove program cycle depending on what the state fund allocations are, because our cash balance is more than what we probably need to carry.

## **3. Audit Report 2014/2015 and 2015/2016 Audit Approval**

Mr. Newton explained Badawi and Associates conducted the 2014/2015 fiscal year audit. For them to complete the 2015/2016 audit, a letter of engagement is required. This is the same firm that does the City's audit. Staff will attempt to present the audit to the Board in a timelier manner. Director Callegari made a motion to receive fiscal year 2014/15 audit report and authorize Director McBride to sign the letter of engagement for fiscal year 2015/16 so staff can submit the letter, seconded by Director Hemphill. Motioned carried. Chairman Bob Pyle and Vice Chairman Rod De Boer absent.

## **4. Budget Review**

Dan Newton explained that the budget is very similar to last year. The anticipated revenue is slightly higher in the proposed budget compared to last year, and that is because of increase in DMV fees and a few additional permits. The district also receives Subvention funds and those are allocated to us because we are not in attainment for PM10, a state pollutant. The Subvention funds are mainly being utilized for the wood stove replacement program, but can be used to cover operational costs as well. The state wants the Subvention funds used towards pollutant reduction measures. Once the state was aware the district had a significant cash balance, they wanted corrective action to be taken. Staff explained to the state that the wood stove program was in the works. The projected cash balance is approximately \$223,000 and that includes Carl Moyer grant funds.

Director McBride inquired about what the state would think is acceptable to have in reserve.

Mr. Newton elaborated that there is not a specific cap, but what can be reasonably defended.

Mr. Newton described there are no new expenditures, therefore, there has been no change to that area of the budget.

Director Hammond made a motion to adopt Resolution 16-01 adopting the 2016/17 fiscal year budget, seconded by Director Callegari. Motion carried. Chairman Bob Pyle and Vice Chairman Rod De Boer absent.

**5. Update Current District Open Burn Rules**

Mr. Newton explained that over the past year staff has been reviewing the Open Burn Rules for ways to improve. Recently, an issue regarding the burning for the purpose of disposal at commercial properties has come up. Right now the way the burn rules are written, there is some contradiction between the Health and Safety Code and the California Code of Regulations. The district adopted its burn rule in 1971 and it refers to the Health and Safety Code, then around 1995 burn barrels were banned by the state and only allowed the burning of natural vegetation, but the Health and Safety code states that a household can burn its waste. Right now commercial entities are unable to burn brush that has been cleared to abate a fire hazard.

Director Hammond asked if this impacts agricultural burning.

Dan Newton stated that it does not impact agricultural burning.

Mr. Newton asked the board for consideration to grant the Air Pollution Control Officer the authority to issue permits to allow the burning of vegetation by commercial properties.

Director Hammond verified that if a permit was denied by the Air Pollution Control Officer that the applicant could appeal to the Board.

Mr. Newton clarified that it would actually be a Hearing Board that handled it and since there has not been a need for a Hearing Board there is not currently one in place but did confirm that there is possibly a need to create one.

Director Hemphill suggested that the provision to grant the Air Pollution Control Officer the authority to issue burn permits to commercial entities for the purpose of disposing of vegetation be added to our rules.

**I. ADJOURN 3:27 P.M.**

Motion by Director McBride to adjourn the June 14, 2016, Lassen County Air Pollution Control District Governing Board Meeting.