

**APPROVED MINUTES
LASSEN COUNTY AIR POLLUTION CONTROL DISTRICT
GOVERNING BOARD
MARCH 14, 2017**

The Board convened in regular session at 3:00 P.M. in the City Council Chambers, 66 N. Lassen Street, Susanville, CA. with Directors; Joe Franco, Chris Gallagher, David Teeter, and Kevin Stafford present. Also present were: Dan Newton, Air Pollution Control Officer (APCO); Erik Edholm, Air Quality Engineer (AQE); Deborah Savage, City of Susanville Finance Manager; and Krystle Hollandsworth, Administrative Staff Assistant. Absent: Vice Chairman Rod De Boer and Director Tom Hammond.

Director Chris Gallagher will facilitate the meeting, due to the fact that the Chairman position is vacant and Vice Chairman De Boer is absent.

C. AGENDA APPROVAL

It was moved by Director Joe Franco, and seconded by Director Kevin Stafford to approve the March agenda. Motion carried. Vice Chairman Rod De Boer and Director Tom Hammond absent.

D. APPROVAL OF MINUTES

APPROVAL OF MINUTES FOR THE MEETING OF DECEMBER 13, 2016: Approval of the December 13, 2016, minutes was postponed till next meeting due to a lack of quorum.

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. 2017 Election of Chairman and Vice Chairman

Motion made by David Teeter to elect Director Chris Gallagher as Chairman, seconded by Kevin Stafford. Motion by Joe Franco to nominate David Teeter as Vice Chairman, seconded by Kevin Stafford. Both motions carried. Director Rod De Boer and Director Tom Hammond absent.

2. Report on District Activities

Air Pollution Control Officer (APCO) Dan Newton introduced Air Pollution staff to the new board members, and gave a report on the District's activities. The District has been involved with the following items since the last meeting:

Carl Moyer Grant Program: Mr. Newton identified the funding sources for the Carl Moyer Grant program and explained eligible projects are projects that are a benefit to air quality, but noted there are exclusions. He also explained that TIMBER projects are eligible for Carl Moyer funds.

Director Franco inquired about the difference between the Air Resources Board (ARB) and the Air Pollution Control Board (APCB). APCO Newton clarified, the ARB is a state agency that is a sub-agency of the EPA and they primarily focus on mobile sources, whereas a local agency would focus on stationary sources. Additionally, he reported the different sources the Air Pollution District monitors locally.

Wood Stove Replacement Program: APCO Newton stated, over the last few years the District was able to build up a fund balance in cash and approximately one to one and half years ago, the Board decided to develop the Wood Stove Replacement Program to drawdown the balance. He remarked that the program has been very successful and the District has been able to disburse 130 grants at \$1500 each. Mr. Newton informed the Board that the state is working on a program that will be able to supplement local districts existing wood stove replacement programs.

Director Franco asked if there have been discussions regarding wood burning stoves in Lassen County, and the possibility of restricting the use of wood burning stoves based on atmospheric conditions. Dan Newton replied, to the best of his knowledge there have not been discussions regarding that matter and that is one reason why local control is so valuable. He emphasized that our District is in attainment for all federal regulations, and explained different types of pollutants and the route the District would need to pursue if they were not in attainment of those regulations.

3. District's Financial Report

This item was postponed.

4. Audit Report for Fiscal Year 2015/16

APCO Newton explained, the City utilized Badawi and Associates for their audit and the District was able to use them to capture a reduced rate. The audit report summarizes the District's financial statements.

Chairman Gallagher noted, there was a statement in the audit report that declared Management omitted the Management Discussion and Analysis report.

Mrs. Savage asserted, the District is not required to complete the Management and Analysis report because the District has basic financial statements. She did confirm that she and Mr. Newton discussed the matter and the District will do complete the report for the 16/17 fiscal year audit.

Chairman Gallagher remarked, the value in completing a Management and Analysis report allows the District to explain any possible abnormalities and ensures the explanation will be accurate.

Director Stafford motioned to approve Resolution 16-06 accepting the Audit Report for the fiscal year 15/16; Director Franco seconded the motion. Motion carried. Director Rod De Boer and Director Tom Hammond absent.

5. Audit Engagement Letter for Badawi & Associates, 2016/17 Audit

Director Stafford motioned to approve Resolution 16-07 authorizing the Chairman to extend Badawi & Associates services for the 16/17 audit; Director Franco seconded the motion. Motion carried. Director Rod De Boer and Director Tom Hammond absent.

Chairman Gallagher inquired about the cost of their services and Mr. Newton replied, just over \$2000.

6. Second Time Extension for Sacred Heart Ranch Carl Moyer Project

Erik Edholm, Air Quality Engineer explained, the project is an agricultural pump and motor project. Sacred Heart Ranch is requesting an extension due the river conditions. Mr. Edholm expressed, the funding has a June 30, 2017, deadline, and would like the Board to consider extending the contract deadline to the same date.

Chairman Gallagher asked, does the owner of the ranch estimate they will be able to complete the project by the deadline.

Mr. Edholm responded, yes, the owners do estimate they will be able to complete the project, but if not, the state does allow for an extension. That extension can be for an additional two years, but that will require District approval.

Vice Chairman Teeter motioned to approve Resolution 16-08 authorizing APCO to execute a contract amendment to extend the term of 18-17-CMP-05 to June 30, 2017; seconded by Director Stafford. Motion carried. Director Rod De Boer and Director Tom Hammond absent.

I. ADJOURN 3:41 P.M.

Motion by Director Franco to adjourn the March 14, 2017, Lassen County Air Pollution Control District Governing Board Meeting, seconded by Vice Chairman Teeter.