



SPOKANE COUNTY  
AIR POLLUTION  
CONTROL AUTHORITY

WEST 1101 COLLEGE, SUITE 403 • SPOKANE, WA 99201 • (509) 477-4727 Fax (509) 477-6828

## BOARD MEETING MINUTES

March 3, 2005 9:00 a.m.  
SPOKANE COUNTY PUBLIC WORKS BUILDING  
LOWER LEVEL HEARING ROOM

### PRESENT WERE:

Mike Brewer  
Michele Pope  
Matthew Pederson

### STAFF:

Eric Skelton, Director  
Lisa Woodard  
Ron Edgar

**WORK SESSION:** There was no work session of the board meeting.

**BOARD MEETING:** The board meeting was called to order at 9:01 a.m.

### **Recognition for John Roskelley**

Matthew Pederson stated that John Roskelley was unable to attend this morning.

### **Public Concerns**

There were no public concerns.

### **Minutes of the February 3, 2005 Board Meeting**

Mike Brewer moved to approve the February 3, 2005 board meeting minutes and Michele Pope seconded it. Motion passed unanimously.

### **Public Information/Education Update**

Lisa Woodard gave a summary of the activities in February. We were at the Children's Fair. The booth fee was underwritten by Sturm Heating. We participated in the Sunrise Elementary School's annual Science Fair. Sixty-three "air quality/SCAPCA" informational mailers were sent, in January, to new residents under our arrangement with the Newcomers Service.

As part of the Compliance Assistance Program, every-other-year businesses in our registration program are sent a Recognition Form with their Annual Registration Form. Interested businesses complete the form, if they are interested in receiving a static cling window decal recognizing their business as a “clean air business.”

Impaired air quality news releases and news stories aired mid to late February, regarding indoor and outdoor burn bans. March 2, at SCC, was our Spokane Youth Environmental Conference.

### **Activity Report for January**

Eric Skelton stated that there was nothing specific to note this month in terms of the statistics in the report.

Ron Edgar gave the air quality report for February. Towards the end of January, air quality started to deteriorate under a high pressure system that has continued well into the month of February. PM<sub>10</sub> levels were elevated from the dust and dirt on the roads. We contacted the city and the county on cleaning the roads as quick as they can. There were several periods where the air quality was in the moderate/high moderate range. On the 16<sup>th</sup> to the 19<sup>th</sup> and again on the 22<sup>nd</sup> to the 28<sup>th</sup>, we had the first burning ban for wood stoves in the smoke control zone and outdoor burning for the whole county because we exceeded trigger values of the PM<sub>10</sub> and PM<sub>2.5</sub>. There was no problem with the carbon monoxide standards.

The locations of the National Air Toxics Monitoring Community Assessment sites are the top of the Health Department building; Crown Z at Freya and Ferry on Charlie's' Produce building; Orchard Center Elementary School in Millwood; and the District 81 maintenance building in Hillyard. These sites will collect particulate that will be analyzed for metals, gas samples for VOCs and Carbonyl samples which will be looked at for formaldehyde and other chemicals.

### **Voucher Approval for February \$126,279.18**

Eric Skelton pointed out that the gross payroll entries for February 15 versus February 28 have a significant difference because most or all of the SCAPCA paid employee benefits come out of the 15<sup>th</sup> of the month payroll. Michele Pope asked about voucher 683, the ICMA Retirement Corporation, 1<sup>st</sup> quarter 05 fees. Eric replied that SCAPCA maintains a 401k Plan for its employees. This came about when the employees opted out of Social Security in the mid 1980s. The Board, at that time, decided that they would take the same amount of money that would have been an employer contribution to Social Security and put it into a 401k Plan. ICMA Retirement Corporation charges this fee quarterly for their maintenance of the SCAPCA employee 401k Plan. Michele stated that employees should pay for the maintenance of their own 401k Plan, because it is the person who owns it that should pay the fee. Eric stated that he would provide more information about the 401k Plan, how it is set up and the fees.

Michele Pope moved to approve the February 2005, vouchers and Mike Brewer seconded it. Motion passed unanimously.

### **Income/Expense Statement for Period Ending January 2005**

Eric Skelton pointed out that this reflects our expenses and revenues through January 31, so it reflects 58% of the fiscal year. We have received 65% of our total Core Revenue and total Core Expenditure is at approximately 58% of our budget for the current fiscal year. We are slightly ahead on revenue and right on track for expenses at this point in the fiscal year.

### **Board Concerns**

There were no board concerns.

The next Board Meeting will be April 7, 2005 at 9:00 a.m. in the lower level of the Public Works Building.

Mike Brewer made a motion to adjourn the meeting and Michele Pope seconded it. Meeting adjourned at 9:23 a.m.

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MATTHEW PEDERSON, CHAIR

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ERIC SKELTON, SECRETARY