

**Northern Sierra Air Quality Management District  
Governing Board of Directors  
Agenda  
Regular Meeting**

**Monday  
April 22, 2024  
1:00 PM**

**Dwight Ceresola, Chair  
Plumas County Supervisor, District One**

**Tom McGowan, Vice-Chair  
Plumas County Supervisor, District Three**

**Hardy Bullock  
Nevada County Supervisor, District Five**

**Ed Scofield  
Nevada County Supervisor, District Two**

**Paul Roen  
Sierra County Supervisor, District Three**

**Lee Adams  
Sierra County Supervisor, District One**

**Alternates:  
Susan Hoek, Nevada County Supervisor, District Four  
Lila Heuer, Sierra County Supervisor, District Two  
Jeff Engel, Plumas County Supervisor, District Five**

**Northern Sierra Air Quality Management District  
Julie Hunter, Air Pollution Control Officer**

**Grass Valley Office  
200 Litton Drive, Ste 320  
Grass Valley, CA 95945  
(530) 274-9360**

**Portola Office  
257 E. Sierra, Unit E.  
Portola, CA 96122  
(530) 832-0102**

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**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING**

**April 22, 2024**

**1:00 P.M.**

**This meeting will be held by videoconference/telephone at the following locations:**

**(Site A) VIDEOCONFERENCE/TELEPHONE CONFERENCE  
Northern Sierra Air Quality Management District (Headquarters)  
200 Litton Drive, Conference Room 316  
Grass Valley, California**

**(Site B) VIDEOCONFERENCE/TELEPHONE CONFERENCE  
Northern Sierra Air Quality Management District (Northern Office)  
257 E. Sierra Street, Unit E  
Portola, California**

**(Site D) VIDEOCONFERENCE/TELEPHONE CONFERENCE  
Nevada County Supervisor Office  
10183 Truckee Airport Road  
Truckee, California**

**All items on the agenda may be acted upon by the Board of Directors. No action will be taken nor discussion held at the meeting on business not appearing on the posted agenda.**

**I. Standing Orders:**

- A. Call to Order
- B. Roll call and determination of quorum.
- C. Public Comment: For items **NOT** appearing on the agenda and within the jurisdiction of the Board. The public may comment on Agenda items as they are discussed.

**II. Approval and/or Modifications to Agenda**

**III. Consent Calendar** These Items Are Expected to Be Routine and Noncontroversial. They Will Be Acted on By the Board at One Time Without Discussion. Any Board Member, Staff Member, or Interested Party May Request That an Item Be Removed From the Consent Calendar for Discussion.

- A. Approval of regular meeting minutes – March 25, 2024
- B. Payment Details by Vendor Board Report – March 2024

**IV. Administrative Report (Action/Discussion Items)**

- A. The Governing Board of Directors' intent to approve a Three-Year Phased Approach with Cost-of-Living Adjustment (COLA) for District staff.
  - B. Continued Public Hearing and Proposed Adoption of the Air District Rule Revision 318, American Valley Burning Restrictions.
  - C. Approval of Northern Sierra Air Quality Management District's AB2766 DMV Surcharge Fund Program RFP – Grant Year 25
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**V. Director's Report (Informational Only)**

- A. Title V requirements lifted for Air Curtain Incinerators
- B. Green Waste Burns – Plumas County

**VI. Staff Reports/Program Updates (Informational Only)**

- A. Monitoring
- B. Planning
- C. Permitting
- D. Compliance/Enforcement
- E. TAG

**VII. Concerns of Board** - The Board may at this time bring up matters it wishes to discuss at the next Board Meeting, as long as no discussions are conducted and no actions are taken, in compliance with the Brown Act.

**VII. Schedule next Meeting** – Video/Phone Conference May 27, 2024 at 1:00 PM

**VIII. Adjournment**



**PERSONS DESIRING TO ADDRESS THE BOARD**

Meetings of the Board of Directors shall be conducted by the Chairperson in a manner consistent with the policies of the District. The latest edition of Robert's Rules of Order, Revised shall also be used as a general guideline for meeting protocol. District policies shall prevail whenever they are in conflict with Robert's Rules of Order, Revised.

All Board meetings shall commence at the time stated on the agenda and shall be guided by same.

**PUBLIC COMMENT:**

Provisions for permitting any individual or group to address the Board concerning any item on the agenda of a special meeting, or to address the Board at a regular meeting on any subject that lies within the jurisdiction of the Board of Directors, shall be as follows:

Three (3) minutes may be allotted to each speaker and a maximum of fifteen (15) minutes to each subject matter.

No boisterous conduct shall be permitted at any Board meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the Chairperson, of that person's privilege of address.

No oral presentation shall include charges or complaints against any District employee, regardless of whether or not the employee is identified in the presentation by name or by another reference which tends to identify. All charges or complaints against employees shall be submitted to the Board of Directors under provisions contained in District Policy 1030.

Willful disruption of any of the meetings of the Board of Directors shall not be permitted. If the Chairperson finds that there is in fact willful disruption of any meeting of the Board, he/she may order the room cleared and subsequently conduct the Board's business without the audience present. In such an event, only matters appearing on the agenda may be considered in such a session.

After clearing the room, the Chairperson may permit those persons who, in his/her opinion, were not responsible for the willful disruption to re-enter the meeting room.

Duly accredited representatives of the news media, whom the Chairperson finds not to have participated in the disruption, shall be admitted to the remainder of the meeting.

Members of the public are given the opportunity to address the Board of Directors directly at each teleconference location.

**POSTING AGENDA:**

This agenda was posted at least 72 hours prior to the regular meeting at the following locations: Eric Rood Government Center in Nevada City, The Plumas County Courthouse in Quincy, the Litton Building in Grass Valley, Northern Air District office in Portola, the Plumas County Board of Supervisors Chambers in Quincy, Sierra County Courthouse Square in Downieville. **The agenda and board packet are available on-line prior to the Board Meeting at [www.myairdistrict.com](http://www.myairdistrict.com)**

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**To:**Northern Sierra Air Quality Management District Board of Directors

**From:** Julie Hunter, Air Pollution Control Officer

**Date:** April 22, 2024

**Agenda Item: II**

**Agenda Description:** Approval and/or Modifications to Agenda

**Requested Action:** Discuss any modifications to agenda, approve agenda with a roll call vote.

**ROLL CALL VOTE REQUESTED**

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**To:**Northern Sierra Air Quality Management District Board of Directors

**From:** Julie Hunter, Air Pollution Control Officer

**Date:** April 22, 2024

**Agenda Item:** III.A

**Agenda Description:** Approval of March 25, 2024 Board Minutes

**Requested Action:** Approve March 25, 2024 Board Minutes

**ROLL CALL VOTE REQUESTED**

**Attachments:**

March 25, 2024 Board Minutes

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DISTRICT HEADQUARTERS

200 Litton Drive, Suite 320

Mailing Address:

Grass Valley, CA 95945

(530) 274-9360 / FAX: (530) 274-7546

email: [office@mvairstdistrict.com](mailto:office@mvairstdistrict.com) or [www.mvairstdistrict.com](http://www.mvairstdistrict.com)

NORTHERN FIELD OFFICE

257 E. Sierra, Unit E

Mailing Address: P.O. Box 2227

Portola, CA 96122

(530) 832-0102 / FAX: (530) 832-0101

**MINUTES**

**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT**

**BOARD OF DIRECTORS MEETING**

**March 25, 2024**

**1:00 P.M.**

**This meeting will be held by videoconference/telephone at the following locations:**

**(Site A) VIDEOCONFERENCE/TELEPHONE CONFERENCE  
Northern Sierra Air Quality Management District (Headquarters)  
200 Litton Drive, Conference Room 316  
Grass Valley, California**

**(Site B) VIDEOCONFERENCE/TELEPHONE CONFERENCE  
Northern Sierra Air Quality Management District (Northern Office)  
257 E. Sierra Street, Unit E  
Portola, California**

**(Site D) VIDEOCONFERENCE/TELEPHONE CONFERENCE  
Nevada County Supervisor Office  
10183 Truckee Airport Road  
Truckee, California**

**I. Standing Orders:**  
**A. Call to Order.**

Chair Ceresola called the meeting to order at 1:07 P.M.

**B. Roll Call and Determination of Quorum.**

A quorum was confirmed. With the following Board members being present:

Chair Supervisor Ceresola, Vice Chair Supervisor McGowan, Supervisor Adams, Supervisor Schofield, Supervisor Bullock.

Supervisor Roen was absent.

Also, present; Julie Hunter, APCO, Dawn Lunsford, Clerk of the Board, Kit Nelson, Nevada Counsel, Clay Singleton, Auditor, Lindsay Wickersham, Environmental Protection Agency, Anita Lee, Environmental Protection Agency, Alicia Kindred, California Air Resources Board

**Public Comment:**

**For Items NOT Appearing on the Agenda and Within the Jurisdiction of the Board. The Public May Comment on Agenda Items As They Are Discussed. Both Teleconference Sites are Allowed an Opportunity for Public Comment.**

Chair Ceresola called for public comment for items not appearing on the agenda. There was no public comment.

**II. Approval and/or modification to the agenda**

Supervisor Adams made a motion to approve the Agenda. Supervisor McGowan seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

**III. Consent Calendar**

Supervisor Adams made a motion to approve the consent calendar. Supervisor Scofield seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

**IV. Administrative Report (Action/Discussion Items)**

**A. Approve the District's Financial Audit for the Fiscal Year Ending on June 30, 2023**

Julie announced Clay Singleton the auditor and told the Board if they have any questions on the Financial Audit, Clay is here to answer them.

Supervisor Adams requested to have a closed session with just the Board members, Clay, and Kit. The Board reconvened into open session, with no reportable action from the closed session. Supervisor Adams made a motion to approve the District's Financial Audit FY ending on June 30, 2023. Supervisor McGowan seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.



**B. Open a Public hearing to receive comments on revised District Rule 318 and approve revised District Rule 318 by authorizing Resolution 2024-01**

Chair Ceresola opened the Public Hearing.

At last month's meeting Julie was advised by the Board to take the revised District Rule 318 to the workshop on March 18, 2024, at Quincy Library. After an extensive round table discussion at the workshop a decision was made with the proposed revisions, that item A change wording banned to allowed by permit only and item B take out the word agricultural. Julie shared her concern that item A conflict with item B. Julie proposed to remove item A altogether and on item B take out the word agricultural and add needs permit. The public that attended expressed several concerns. The Board advised Julie to add the revisions discussed to Rule 318 again and bring back to the next board meeting.

**C. Adopt a County Contribution for FY 2024-2025 and Approve Revision of Resolution Contribution Method (2002)**

Julie went over the three options. Julie explained to the board they adopted option C last year and the last time the contributions were increased was September 2021 when the board adopted option A. The Board discussed the options for County Contributions. Supervisor Bullock motion to approve Method A. Supervisor Scofield seconded the motion. The motion was approved unanimously with a roll call vote. The Board also advised Julie to revise Resolution Contribution Method Agreement last amended 2002.

**V. Director's Report (Informational Only)**

**A. Best Available Control Measures (BACM) Presentation by EPA**

Julie introduced Lindsey Wickersham from EPA. Lindsey presented the presentation. She introduced the others with her, Anita Lee, Environmental Protection Agency, Alicia Kindred, California Air Resources Board. This presentation discusses the differences between Reasonable Available Control Measures (RACM), required for Moderate State Implementation Plans (SIPs), and Best Available Control Measures (BACM) required for Serious SIPs. RACM identifies control measures that are needed for an area to attain the National Ambient Air Quality Standards (NAAQS) while BACM is a stronger analysis that identifies all control measures that are feasible to implement. This presentation also discussed the timelines of BACM in Portola and the consequences for not meeting this requirement.

**B. Update on new PM 2.5 National Ambient Air Quality Standard (NAAQS)**

Julie explained that the EPA announced on February 7, 2024, to strengthen the Annual PM 2.5 NAAQS from 12.0 µg/m<sup>3</sup> to 9.0 µg/m<sup>3</sup>. The Clean Air Scientific Advisory Committee (CASAC) provided a recommendation after considering the updated science and public health data that has been researched and analyzed since the Annual PM 2.5 NAAQS was revised last in 2012 (15.0 µg/m<sup>3</sup> to 12.0 µg/m<sup>3</sup>). This also changes the Air Quality Index breakpoints meaning overall more Moderate to Unhealthy for Sensitive Group (USG) days.

**VI. Closed Session**

A. Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing its position and instructing its designated labor negotiations representative regarding salaries, fringe benefits, and other employment-related

matters regarding the following positions: Air Pollution Control Specialist I-II-III, and Accounting Clerk/Administrative Assistant. The designated labor negotiations representative for the Northern Sierra Air Quality Management District is Executive Director, Julie Hunter.

B. Pursuant to Government Code section 54957.6, a closed session of the Board of Directors will be held for the purpose of reviewing its position regarding the salary, fringe benefits, and other employment-related matters regarding the following position: Executive Director, Juile Hunter.

Following the closed session, Kit reported direction to the staff. In the close session Supervisor Scofield made a motion to approve the COLAs for the next a three-year Cost-of-Living Allowance (COLA) for all positions in the District effective July 1, 2024, at 6% for FY 24/25, 3% for FY 25/26 and 3% for FY 26/27; and renegotiations of COLAs will be brought back to the Board in Calander Year 2026. Supervisor Bullock seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

## **VII. Concerns of Board**

Create an ADHOC work with Clay Singleton, our auditor on the Audits. Create an ADHOC work with Julie and CPS HR on the Personal merits.

## **VIII. Schedule next Meeting**

Chair Ceresola reported that the next meeting is scheduled for April 22, 2024, at 1:00 PM

**X. Adjournment** The meeting was adjourned at 2:41 P.M.

**To:** Northern Sierra Air Quality Management District Board of Directors

**From:** Julie Hunter, Air Pollution Control Officer

**Date:** April 22, 2024

**Agenda Item:** III.B

**Agenda Description:** Payment Details by Vendor Board Report – March 2024

**Summary:** Vendor Reports are available for the Board and Public to review

**Requested Action:** Review and Approve Vendor reports from March 2024

**ROLL CALL VOTE REQUESTED**

**Attachments:**

Payment Details by Vendor Board Report – March 2024

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# Northern Sierra Air Quality Management District

## Payment details by Vendor Board Report

### March 2024

Type	Date	Num	Memo	Account	Amount
<b>Abigail Birnbryer</b>					
Bill Pmt -Check	03/11/2024	V985801	Social Media Posts TAG ...	20-1000 · Cash, Restrict...	-900.00
Total Abigail Birnbryer					-900.00
<b>ADP Fees</b>					
Bill Pmt -Check	03/01/2024	859601	processing fees	10-1003 · Cash, Bank Pa...	-59.53
Bill Pmt -Check	03/15/2024	1041793	processing fees	10-1003 · Cash, Bank Pa...	-59.53
Bill Pmt -Check	03/29/2024	588305	processing fees	10-1003 · Cash, Bank Pa...	-59.53
Bill Pmt -Check	03/29/2024	752443	timesheets	10-1003 · Cash, Bank Pa...	-40.00
Total ADP Fees					-218.59
<b>All Star Chimney, Eli Marchus</b>					
Bill Pmt -Check	03/11/2024	V985764	TAG 2018, EPA#2020-00...	20-1000 · Cash, Restrict...	-180.00
Bill Pmt -Check	03/21/2024	V986136		20-1000 · Cash, Restrict...	-420.00
Total All Star Chimney, Eli Marchus					-600.00
<b>Asquith Business Service</b>					
Bill Pmt -Check	03/07/2024	V98537	paydate 3/7/24	10-1000 · Cash, Operati...	-206.25
Bill Pmt -Check	03/21/2024	V986117	paydate 3/15/24	10-1000 · Cash, Operati...	-797.50
Total Asquith Business Service					-1,003.75
<b>AT&amp;T CALNET 3</b>					
Bill Pmt -Check	03/07/2024	2687665		10-1000 · Cash, Operati...	-28.59
Bill Pmt -Check	03/07/2024	268766		10-1000 · Cash, Operati...	-29.35
Bill Pmt -Check	03/21/2024	269304		10-1000 · Cash, Operati...	-57.14
Total AT&T CALNET 3					-115.08
<b>B of A</b>					
Bill Pmt -Check	03/07/2024	V985586	paydate 3/7/24	10-1000 · Cash, Operati...	-17,033.20
Bill Pmt -Check	03/21/2024	V986040	paydate 3/7/24	10-1000 · Cash, Operati...	-17,181.99
Total B of A					-34,215.19
<b>CALPERS (Health)</b>					
Bill Pmt -Check	03/21/2024	913296	April 2024	10-1000 · Cash, Operati...	-13,739.74
Total CALPERS (Health)					-13,739.74
<b>CALPERS (Retirement)</b>					
Bill Pmt -Check	03/07/2024	913258	PPE 3/15/24	10-1000 · Cash, Operati...	-3,285.61
Bill Pmt -Check	03/07/2024	913257	Monthly ER Classic UAL ...	10-1000 · Cash, Operati...	-9,899.83
Bill Pmt -Check	03/21/2024	913297	PPE 2/16/24	10-1000 · Cash, Operati...	-3,311.12
Total CALPERS (Retirement)					-16,496.56
<b>CALPERS 457 PLAN</b>					
Bill Pmt -Check	03/07/2024	913259	PPE3/15/24	10-1000 · Cash, Operati...	-1,030.96
Bill Pmt -Check	03/21/2024	913298	PPE 3/15/24	10-1000 · Cash, Operati...	-1,030.96
Total CALPERS 457 PLAN					-2,061.92
<b>CAPCOA California Air Pollution Control O</b>					
Bill Pmt -Check	03/07/2024	268724	Jan 2024 Board Retreat ...	10-1000 · Cash, Operati...	-100.00
Total CAPCOA California Air Pollution Control O					-100.00
<b>CAPO Building Specialties</b>					
Bill Pmt -Check	03/21/2024	V986144		20-1000 · Cash, Restrict...	-10,000.00
Total CAPO Building Specialties					-10,000.00
<b>Clientworks, Inc.</b>					
Bill Pmt -Check	03/21/2024	V986071	Burnwise IT	20-1000 · Cash, Restrict...	-415.00
Bill Pmt -Check	03/21/2024	V986071	February tech charges	10-1000 · Cash, Operati...	-1,693.75
Total Clientworks, Inc.					-2,108.75
<b>dangtrancorbitt LLC</b>					

## Northern Sierra Air Quality Management District Payment details by Vendor Board Report March 2024

Type	Date	Num	Memo	Account	Amount
Bill Pmt -Check	03/21/2024	269336	Art Direction outreach co...	20-1000 · Cash, Restrict...	-1,400.00
Total dangtrancorbitt LLC					-1,400.00
<b>English Mountain Ranch</b>					
Bill Pmt -Check	03/21/2024	V986055		10-1000 · Cash, Operati...	-3,466.93
Total English Mountain Ranch					-3,466.93
<b>Fresh House LLC</b>					
Bill Pmt -Check	03/11/2024	V985819	GV Office cleaning	10-1000 · Cash, Operati...	-420.00
Bill Pmt -Check	03/21/2024	V986212	GV Office cleaning	10-1000 · Cash, Operati...	-175.00
Total Fresh House LLC					-595.00
<b>Hahn, J. aka Wolf Creek Wood Stoves</b>					
Bill Pmt -Check	03/07/2024	V985632	TAG 2018, Griffin, EPA#...	20-1000 · Cash, Restrict...	-3,500.00
Total Hahn, J. aka Wolf Creek Wood Stoves					-3,500.00
<b>Heat Tech Ind. LLC</b>					
Bill Pmt -Check	03/07/2024	V985640		20-1000 · Cash, Restrict...	-9,981.07
Total Heat Tech Ind. LLC					-9,981.07
<b>Integrity Heating and Alr</b>					
Bill Pmt -Check	03/21/2024	269325		20-1000 · Cash, Restrict...	-27,000.00
Total Integrity Heating and Alr					-27,000.00
<b>Intermountain Disposal, Inc. Vendor</b>					
Bill Pmt -Check	03/11/2024	268853		10-1000 · Cash, Operati...	-33.86
Bill Pmt -Check	03/11/2024	268852		10-1000 · Cash, Operati...	-33.86
Bill Pmt -Check	03/11/2024	268854	metal hauling TAG 2018	20-1000 · Cash, Restrict...	-185.00
Bill Pmt -Check	03/11/2024	268855	metal hauling TAG 2018	20-1000 · Cash, Restrict...	-185.00
Total Intermountain Disposal, Inc. Vendor					-437.72
<b>James Merzon</b>					
Bill Pmt -Check	03/21/2024	V986163	Apr. 2024 Rent	10-1000 · Cash, Operati...	-555.00
Total James Merzon					-555.00
<b>Long Valley Charter School</b>					
Bill Pmt -Check	03/11/2024	268881	Snow removal Portola Of...	10-1000 · Cash, Operati...	-115.00
Total Long Valley Charter School					-115.00
<b>Melissa Klundby</b>					
Bill Pmt -Check	03/21/2024	V986134	PQAO Training 2/26-2/29	10-1000 · Cash, Operati...	-310.79
Total Melissa Klundby					-310.79
<b>Mortimore Creative</b>					
Bill Pmt -Check	03/21/2024	269338	Phase 2 2024 Campaign	20-1000 · Cash, Restrict...	-1,100.00
Total Mortimore Creative					-1,100.00
<b>Quincy Hot Spot</b>					
Bill Pmt -Check	03/21/2024	269262	TAG 2018, EPA#2018-00...	20-1000 · Cash, Restrict...	-5,000.00
Total Quincy Hot Spot					-5,000.00
<b>Sonoma Technology</b>					
Bill Pmt -Check	03/11/2024	V985789	portola burn curtailment f...	20-1000 · Cash, Restrict...	-5,732.90
Total Sonoma Technology					-5,732.90
<b>Town of Truckee</b>					
Bill Pmt -Check	03/21/2024	V986013	Renewable Diesel Fuel T...	20-1000 · Cash, Restrict...	-50,000.00
Total Town of Truckee					-50,000.00

## Northern Sierra Air Quality Management District Payment details by Vendor Board Report March 2024

Type	Date	Num	Memo	Account	Amount
<b>US Bank</b>					
Bill Pmt -Check	03/18/2024	269068		10-1000 · Cash, Operati...	-5,418.74
Bill Pmt -Check	03/18/2024	269068		20-1000 · Cash, Restrict...	-721.82
Total US Bank					-6,140.56
<b>Wizix Technology Group</b>					
Bill Pmt -Check	03/07/2024	268785	IMC3000 Copier	10-1000 · Cash, Operati...	-126.99
Bill Pmt -Check	03/21/2024	269321		10-1000 · Cash, Operati...	-39.98
Total Wizix Technology Group					-166.97
<b>TOTAL</b>					<b>-197,061.52</b>

**To:** Northern Sierra Air Quality Management District Board of Directors

**From:** Julie Hunter, Air Pollution Control Officer

**Date:** April 22, 2024

**Agenda Item:** IV.A

**Agenda Description:** The Governing Board of Directors' intent to approve a Three-Year Phased Approach with Cost-of-Living Adjustment (COLA) for District staff.

**Summary:**

On March 25, 2024, the Board approved a COLA for the following positions: Air Pollution Control Officer, Air Pollution Control Specialist I-II-III, Accounting Clerk/Administrative Assistant I-II, and Federal Target Grant Specialist and Assistant. The COLA adopted by the Board granted a 6% increase for FY 24/25 and a 3% increase for FY 25/26 and FY 26/27.

Resolution # 2024-02 authorizes this action by the Board.

**Requested Action:**

If deemed appropriate, authorize the Chair to sign Resolution #2024-02.

**ROLL CALL VOTE REQUESTED**

**Attachments:**

1. Resolution # 2024-02
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**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT  
RESOLUTION #2024-02**

**In the matter of: The Governing Board of Directors' intent to approve a Three-Year Phased Approach with Cost-of-Living Adjustment (COLA) for District staff.**

**Whereas**, the Governing Board of Directors for the Northern Sierra Air Quality Management District (District) has the authority to set wages, salaries, and benefits for all employees of the District; and

**Whereas**, at a regularly scheduled Air District Board meeting on March 25, 2024, the Board of Directors approved a three-year Cost-of-Living Allowance (COLA) for all positions in the District effective July 1, 2024 at 6% for FY 24/25, 3% for FY 25/26 and 3% for FY 26/27; and

**Whereas**, additionally, renegotiations of COLAs will be brought back to the Board in Calander Year 2026; and

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED**, by the Northern Sierra Air Quality Management District Governing Board of Directors approve the above-stated Cost of Living Adjustments (COLA)'s for the positions of Air Pollution Control Officer, Air Pollution Control Specialist I-II-III, Accounting Clerk/Administrative Assistant I-II, and Federal Target Grant Specialist.

On a motion by Supervisor \_\_\_\_\_, and seconded by Supervisor

\_\_\_\_\_, the foregoing resolution was approved and adopted by the Governing Board of Directors of the Northern Sierra Air Quality Management District at a regular meeting held on April 22, 2024, by the following roll call vote:

Ayes:

Noes:

Absent:

Abstaining:

Attest: \_\_\_\_\_  
Dawn Lunsford, Clerk of the Board                      Date

\_\_\_\_\_  
Dwight Ceresola, Chair of the Board                      Date



**To:**Northern Sierra Air Quality Management District Board of Directors

**From:** Julie Hunter, Air Pollution Control Officer

**Date:** April 22, 2024

**Agenda Item: IV.B**

**Agenda Description:** Continued Public Hearing and Proposed Adoption Air District Rule Revision 318, American Valley Burning Restrictions

**Summary:**

A Public Hearing was held on March 25, 2024, at the District Board of Directors meeting. There were four individuals who spoke during public comment at the hearing for the approval of the revision of District Rule 318. Due to a lack of consensus at the hearing, the revision was not approved by the Board. Board members directed the APCO to incorporate the public comment into the revision and bring the revised version back to the Board. The current revised version is presented here for adoption. In summary, the revisions include the requirements for permits for the No Burn Zone for all burns, including any residential burn, and all non-residential burns. Additionally, the seasonal restrictions have been lifted, allowing burning to occur as is done in the remaining portions of the Districts jurisdictions, with the exception of city limits, which are governed by City Ordinances.

**Requested Action:**

Approve proposed revised District Rule 318 by authorizing Resolution #2024-01.

**ROLL CALL VOTE REQUESTED**

Attachments:

1. Proposed Revised District Rule 318
2. Resolution # 2024-01

**Rule 318**      **American Valley Burning Restrictions**

All open burning, ~~residential and non-residential, regardless of burn type and size, of yard waste and debris or other rubbish shall be banned~~ permitted by the District, in that portion of the American Valley known as Quincy and East Quincy, which is a portion of the Quincy Fire Protection District, ~~described more particularly in Exhibit A, attached to this resolution, and depicted in the map attached to this resolution as Exhibit B., unless approved by the APCO.~~

In the remainder of that portion of the ~~American Valley that is within the~~ Quincy Fire Protection District, all burning shall be permitted according to all existing regulations. Burning shall be allowed year-round, when conducted in accordance with all existing regulations.

- A. ~~All open burning shall be banned from November 15 to March 15 of each year, except that there shall be at least 15 days of such burning allowed in the fall. If there is not 15 days of such open burning between the lifting of a burn ban related to fire risk by area agencies that issue burn permits and the air quality burn ban starting November 15th, then the burn season shall be extended as necessary to achieve 15 days of such burning. Such burning during this extension shall be permitted only in accordance with all existing regulations and shall be restricted to the hours of 10:00 AM to 4:00 PM, or as determined by the APCO.~~
- B. ~~Agricultural burning shall be allowed year-round, when conducted in accordance with all existing regulations. If a burn season is extended for residential burning per item 3.A., above, then burn hours for agricultural burning shall be restricted to the hours of 10:00 AM to 4:00 PM, or as determined by the APCO; and~~
- C. ~~From March 16 through November 14 all burning shall be permitted according to all existing regulations.~~

**318.1 American Valley Definition**

American Valley means all land within the boundaries of the Quincy Fire Protection District, and as amended in the Plumas County Ordinance #90-742 (amendment to Section 8-13.01 – Definitions).

**318.2 Requirements**

- A. Burning shall be allowed only on the premises where the material originated.
- B. Rule 312 - Burn Permit Requirements
- C. Rule 313 - Burn Days
- D. Rule 314 - Minimum drying times
- E. Rule 315 - Burning Management

**NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT  
RESOLUTION #2024-01**

**In the Matter of:** Adopting a revised District Rule 318 American Valley Burning Restrictions.

**Whereas,** The American Valley has had burning restrictions and no burning zones that were implemented in the 1990s. Fuels have since accumulated to hazardous conditions in the No Burn Zone and Seasonal Restricted zone; and

**Whereas,** said rule have been properly noticed for a 30-day public review period in accordance with HSC sections 40725 and 40726; a public workshop was held on March 18, 2024 to hear public comment, and a public hearing was held on March 25, 2024, and continued on April 22, 2024 in accordance with the information in the public notice; and

**Whereas,** pursuant to the HSC Section 40727, the Board hereby finds that:

- (a) There is a need to adopt this rule revision; and
- (b) Under state and local law, the Board has the authority to adopt this rule revision; and
- (c) The rule, as revised can be understood by the persons directly affected by them; and
- (d) The rule is consistent with existing statutes, court decisions, or other state and federal regulations; and
- (e) The rule, as revised, does not duplicate the same requirements of an existing state or federal regulation except to the extent that the rule revision is necessary or proper to execute the powers and duties granted to or imposed upon the District; and
- (f) The rule has appropriate reference to a statute, court decision, or other provision of law that the District implements, interprets, or makes specific by the rule revision.

**Now, therefore,** be it resolved and ordered by the Northern Sierra Air Quality Management District Board of Directors that Rule 318 revision is hereby adopted, as presented in the District's Staff Report, as part of the Northern Sierra Air Quality Management District Rules and Regulations.

On a motion by Supervisor \_\_\_\_\_, and seconded by Supervisor \_\_\_\_\_, the foregoing resolution was approved and adopted by the Board of Directors of the Northern Sierra Air Quality Management District at a regular meeting held on March 25, 2024, by the following roll call vote:

Ayes:

Noes:

Absent:

Abstaining:

Approve: \_\_\_\_\_  
Chair of Board

Attest: \_\_\_\_\_  
Dawn Lunsford, Clerk of the Board

**To:** Northern Sierra Air Quality Management District Board of Directors

**From:** Julie Hunter, Interim Air Pollution Control Officer

**Date:** April 22, 2024

**Agenda Item:** IV.C

**Agenda Description:** Approval of Northern Sierra Air Quality Management District's AB2766 DMV Surcharge Fund Program RFP – Grant Year 25

**Summary:** Review the attached Request for Proposal.

**Requested Action:** Approve the Northern Sierra's AB 2766 DMV Surcharge Fund Program Request for Proposal – Grant Year 25

**Attachments:**

Northern Sierra's AB 2766 DMV Surcharge Fund Program Request for Proposal – Grant Year 25

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**To:** Northern Sierra Air Quality Management District Board of Directors

**From:** Julie Hunter, Air Pollution Control Officer

**Date:** April 22, 2024

**Agenda Item:** V.A

**Agenda Description:** Title V requirements lifted for Air Curtain Incinerators

**Summary:**

On April 11, 2024, The EPA Administrator signed a final rule to remove Title V permitting requirements for air curtain incinerators (ACIs) that burn only wood waste, clean lumber, yard waste, or a mixture of the three. ACIs will still be obligated to comply with emission standards in 40 CFR part 60, and therefore there will be no air quality impacts associated with the action. The compliance includes fuel limitations of clean wood waste and vegetation, 10% opacity per Method 9 (VEE) and record keeping.

**Attachments:**

None, informational only

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**To:** Northern Sierra Air Quality Management District Board of Directors

**From:** Julie Hunter, Air Pollution Control Officer

**Date:** April 22, 2024

**Agenda Item: V.B**

**Agenda Description:** Green Waste Pile Burning – Plumas County

**Summary:** On April 4, 2024, a meeting was held in Quincy with Graeagle Land & Water, the CSD of Quincy and Whitehawk to determine how best to deal with green waste in the Quincy/Graeagle area. Transportation costs are not included in the companies fees for the collection of green waste, and therefore all companies rely on burning the green waste they have collected from residence. This practice has been going on for year, where the agencies allow residents to drop off green waste at specific locations and the piles are burned in Spring or early fall. These burns typically take three days to complete and both the Air District and the companies receive complaints about the smoke impacts to their neighborhoods and homes. Last year I has spoke to these companies that another method other than open burning may need to be utilized this year due to the Serious Portola Nonattainment, the lowering of the National Ambient Air Quality Standards (NAAQS) and the smoke nuisance the burns create. We all discussed the issue around raising fees for green waste collection, the cost of purchasing, running and maintaining an Air Curtain Incinerator device and the issues with the piles and why they create so much smoke. The outcome of the meeting was that the APCO of the NSAQMD will issue burn permits for these projects on the premise that both the District and CalFire will conduct an inspection prior to issuing burn permits and the District will place strict permit conditions on when ignition occurs at these sites. Also, the District discussed cleaner piles, dryer fuels and other ways to ensure a hotter, cleaner burn. The District also indicated the need for additional public outreach to the surrounding communities. The companies agreed to all these measures for burning green waste this season. For future discussion, we need to determine another avenue for burning green waste in Plumas County.

**Attachments:**

None, informational only

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**To:** Northern Sierra Air Quality Management District Board of Directors

**From:** Melissa Klundby

**Date:** April 22, 2024

**Agenda Item Number:** IV.A

**Description:** Monitoring

**Information:**

Staff have worked in collaboration with our IT company Client Works to improve internet connectivity and digital access at its sites.

New equipment for measuring speciation of pm 2.5 pollutants at the Portola site will be installed on April 24. The City of Portola will be assisting the District with this installation.

Audits were performed by CARB staff at the Portola, Quincy, Chester and Grass Valley sites. All sites had a successful audit.

The Truckee site experienced weather-related issues to the BAM 1020. Staff replaced the pump, tubing, internal filter, and flow sensor we were able to get the machine operational on 3/26/24.

A team of monitoring staff from CARB will be conducting a Technical Service Audit (TSA) at the Truckee and Grass Valley monitoring locations May 20<sup>th</sup> through May 22<sup>nd</sup>, 2024. A technical systems audit (TSA) is an on-site inspection and review of an organization's ambient air monitoring program. The TSA is conducted every 6 years. Each TSA audit is documented in a TSA report, the report includes the findings of the auditors and, whenever necessary, suggests corrective actions. District staff will then develop corrective action plans to address any deficiencies found by the audit and will report the corrections to CARB. The TSA will be the first for the new staff at the Grass Valley office.

District staff works biweekly to maintain, calibrate and test all machines at our monitoring sites in Truckee, Grass Valley, Portola, Quincy and Chester per CARB and EPA requirements as outlined by our Standard Operating Procedures manuals (SOP's). Staff also work quarterly to upload all of the collected data per CARB requirements.

**Background:**

The District has five monitoring sites within the network and has been monitoring air quality since 1986 in Plumas, Sierra and Nevada counties. The current network monitors for PM2.5, Ozone, Speciation, and Carbon.

**Requested Action:**

None, informational only

**To:** Northern Sierra Air Quality Management District Board of Directors

**From:** Suzie Tarnay, APCS I

**Date:** April 22, 2024

**Agenda Item Number:** VI.B

**Description:** Planning Program Update

**Information:**

Agency Project Reviews

- Between January and March 2024, 24 plan reviews were performed for the district. 18 for Nevada County, 3 for the city of Grass Valley, and 3 for Plumas County. (None were performed for Nevada City or Sierra County.)
- 11 reviews were for cannabis cultivation or expansion projects, 2 were parcel line adjustments, 2 were for outdoor event venues, and one was a long-term lake dredging plan. The remaining were various projects such as a sawmill outside Truckee, underground pipe replacement in Plumas, and two cell phone antenna towers.
- One project was located on soils mapped to contain naturally occurring asbestos and therefore required stricter asbestos dust standards.
- Of the remaining projects, 7 submitted full dust control plans, and 10 of the remaining projects signed agreements to meet NSAQMD dust control Rule 226.

State Implementation Plans (SIP)

Ongoing work with CARB and EPA.

**Requested Action:**

None, informational only

**Attachments:**

None



**To:** Northern Sierra Air Quality Management District Board of Directors

**From:** Tasha Coleman, APCS II

**Date:** April 22, 2024

**Agenda Item Number:** VI.C

**Description:** Permitting – Quarter: 1

**Information:**

The district is responsible for permitting all sources in Plumas, Sierra, and Nevada counties to emit criteria pollutants in the district’s jurisdiction.

- Stationary Sources: 28 facilities and 2 Title V facilities
- Stationary Engines (Generators): 284 facilities
- Vapor Recovery (Gasoline Dispensary Facilities): 70 facilities

Stationary Sources:

- Received all renewal and throughput forms for the year 2023.

Quarter	First	Second	Third	Fourth
Months	Jan-Mar	Apr-June	July-Sept	Oct-Dec
PTO Issued	4			

Stationary Engines: Diesel generators that are over 50hp.

- Permit to Operate invoice will be sent at the end of April.

Vapor Recovery (Gasoline Dispensary Facilities):

- Waiting on one late invoice.
- Inspections will be starting soon.

Burn Permits

- acres treated by Ranger Districts in the jurisdiction.

Quarter	First	Second	Third	Fourth
Months	Jan-Mar	Apr-June	July-Sept	Oct-Dec
Permits Issued	38			

**Requested Action:**

None, informational only

**Attachments:**

None

**To:** Northern Sierra Air Quality Management District Board of Directors

**From:** Tasha Coleman, Air Pollution Control Specialist II  
Scott Coughlin, Air Pollution Control Specialist I

**Date:** April 22, 2024

**Agenda Item Number:** VI. D

**Description:** Compliance and Enforcement Information

**Complaints – 1<sup>st</sup> Quarter 2024:**

Month	Total Complaints	Complaints Investigated	Field Investigations Performed
January	3	3	3
February	8	5	2
March	7	7	3
<b>Total</b>	<b>18</b>	<b>15</b>	<b>8</b>

**Information:**

The Department received 18 complaints during the first quarter of 2024 and traveled 142 miles to perform field investigations on 8 of those complaints.

**Stationary Source Inspections – 1<sup>st</sup> Quarter 2024:**

Type	Nevada County		Sierra County		Total
	Quarter 1	Per 2024	Quarter 1	Per 2024	
Facilities	5/20	5/20	0/8	0/8	5/28
Gas Dispensing Facility	Starting soon		Starting soon		0/67

**Information:**

The Department will be conducting GDF inspections beginning in Quarter 2. Five members of the department participated in Visual Emissions Evaluation training during Quarter 1 and all five are now certified VEE observers.

**Requested Action:**

None, informational only.

**To:** Northern Sierra Air Quality Management District Board of Directors

**From:** Mikki Brown, Targeted Airshed Grant Specialist I

**Date:** April 22, 2024

**Agenda Item Number:** VI.E

**Description:** Targeted Airshed Grant Update

**Information:**

Cynthia and I in cooperation with CARB have prepared and submitted a draft of the 2015 close out report. The grant period ended 2-28-2024 after 8 years and two extensions. EPA will visit the district office to audit the 2015 TAG change out program 4/17/2024. We have learned a lot about improving future tracking to better meet the needs of CARB and EPA with the remaining 2018 and 2020 grants.

We contracted with one local firewood supplier for the 2024 wood burning season. We are working on a contract for weatherization activities in the Portola area. We have confirmed one insulation company and are hoping to identify a window installer willing to contract with the District.

Mikki is attending an event in Quincy put on by Plumas County Firesafe Council with a District table. May 18<sup>th</sup> is our annual home heating event at the Veterans Hall in Portola.

During the first quarter 2024 we spent from

2018 TAG: \$195,572.22

2020 TAG: \$29,892.32

2015 TAG funds remaining: \$0.00

Original: \$2,308,607.00

2018 TAG funds remaining: \$1,723,485.82

Original: \$3,212,238.00

2020 TAG funds remaining: \$2,482,846.22

Original: \$2,655,967.00

Total Remaining: \$4,206,332.04

Original Total: \$8,176,812.00

**Requested Action:**

None, informational only

**Additional Requests:**

None, information only

**Attachments:**

None