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MINUTES

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS

June 23, 2025
1:00 P.M.

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

(Site A) In-Person/Video Conference
Nevada County Supervisor Office 10183 Truckee Airport Road
Truckee, California

(Site B) Video Conference
Rood Center
950 Maidu Ave, Ste 129 Nevada City, California

(Site C) Video Conference
Chester Sheriff's Office
1st Avenue
Chester, California

Members Present:

Supervisor Bullock, Chair
Supervisor Hall, Vice Chair
Supervisor Roen
Supervisor Adams
Supervisor McGowan

Members Absent:

Supervisor Ceresola

I. Standing Orders:

A. Call to Order.

Chair Bullock called the meeting to order at 1:03 p.m.

B. Roll Call and Determination of Quorum.

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

Chair Bullock, Vice Chair Hall, Supervisor Adams, Supervisor Roen, Supervisor McGowan.

Supervisor Ceresola was absent.

Also, present; Julie Hunter, APCO, Dawn Lunsford, Clerk of the Board, Tasha Coleman, APSC II, Suzie Tarnay, APSC II, Mikki Battaglia, TAG II, Scott Coughlin, APSC II

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. All Teleconference Sites are Allowed an Opportunity for Public Comment.

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

II. Approval and/or Modifications to Agenda.

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

- 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 24, 2025

B. Payment Details by Vendor Board Report – March, April, and May 2025

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

IV. Administrative Report (Action/Discussion Items)

A. Review and Approve Resolution of Appreciation Supervisor Scofield

Julie spoke about how Supervisor Scofield has been a Board member for the Air District since January 1, 2015, and served as Chair in 2019. He has been crucial in supporting air quality efforts in

Nevada, Sierra, and Plumas counties. After serving as the Nevada County District Two Supervisor after 16 years, he has been a champion of many community improvement projects. Both Chair Bullock and Vice Chair Hall said that they both enjoyed working with Supervisor Scofield. Chair Bullock added what a great mentor Supervisor Scofield was to him. Julie added that we appreciate all he has done and wish him the best in his retirement.

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

B. Adopt FY 2025-2026 Operating and Restricted Budget. Authorize Chair to sign Resolution #2025-01

Julie reminded the board that at the Special Board Meeting held on June 9, 2025, a public hearing was held to receive comments on the Districts FY 2025-2026 Operating and Restricted Budget. There was no public comment. The Board reviewed and approved the preliminary FY 2025-2026 Operating and Restricted Budget at the special meeting.

Supervisor Roen made a motion to adopt FY 2025-2026 Operating and Restricted Budget and to authorize Chair Bullock to sign Resolution #2025-01. Supervisor Hall seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

C. Approval of the Grant Agreement for the Districts Prescribed Burn Reporting and Monitoring Support Program FY 24-25 (G21-PRBM-18-3)

The District will be receiving \$100,000 from the Prescribed Burn Reporting and Monitoring Support Program for FY 24-25. This grant pays staff time to issue burn permits, conducting prescribed monitoring, respond to complaints, attend the 1300 coordination calls, and update the burn status.

Supervisor Hall made a motion to adopt the Grant Agreement. Supervisor Roen seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

D. Approve the attached Request for Proposal for AB2766 Grant Year 2026

Attached please find the Request for Proposal for the Northern Sierra Air Quality Management District's AB2766 DMV Surcharge Fund Program, Grant Year 26. Annually these funds are offered for funding projects that reduce the nonattainment air pollutants associated with motor vehicles (e.g., ozone precursors and vehicle-related particulates). Projects eligible for AB 2766 DMV Surcharge funding must meet one of two goals in order to be considered by the District. Those goals include (1) reducing air pollution emissions from motor vehicles, reductions in vehicle miles traveled, and/or reductions in vehicle trips; (2) implementing transportation control measures (TCMs) and transportation demand management (TDM) measures.

Funds for these projects are distributed amongst the three Counties, governed by NSAQMD, on the basis of a percentage of the fees collected and adjusted by a population percentage calculation. The District awards fees which were collected in 2024, these fees are awarded in 2025, but not available for expenditure until 2026, this assures that the district always has the obligated funds available for reimbursement should all projects complete at the same time. This year, Nevada County also has additional funds available based upon funds returned and/or not utilized during the 2024 and 2025 Grant year (see attached allocation sheet). This year the funds available are \$216,171 for Nevada County, \$34,708 for Plumas County and \$5,826 for Sierra County.

Supervisor Adams made a motion to approve Request for Proposal for AB2766 Grant Year 2026. Supervisor Roen seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

E. Review and Approve CPS HR Consulting Services Amended Agreement

In FY 2023, NSAQMD went into contract with CPS HR Consulting Services for the outreach for hiring the Air Pollution Control Officer, then in FY 2024, NSAQMD went into contract for HR consultation. For FY 25-26 the contract with CPS HR Consulting Services was reduced from \$15,000 per FY to \$10,000. CPS HR will be utilized for things such as personnel policy consultation, potential development of personnel policies and any consultation needed for HR service, not to exceed \$10,000 per calendar year.

Supervisor Roen made a motion to approve the Amended Agreement. Supervisor Hall seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

F. Review and approve the contract between the District and Creating Answers, and allow the APCO to sign into contract with Creating Answers.

The Northern Sierra AQMD would like to enter into contract with Creating Answers for Financial Services. Creating answers will assist the District with customizing a package based on our organization's needs and budget. Staff from their team will overlap and shadow our Office Assistant and Fiscal Officer to streamline daily financial operations as well as work with staff during the District audit. The contract is written on a per hour cost in assisting the District. This contract should not create additional budget amendments as we work through streamlining invoices, payroll, daily accounting, as well as audit processes. Creating Answers will also be able to produce a Procurement Policy for the District. Supervisor Adams asked if we could put in the contract not to exceed 60,000.

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

V. Director's Report (Informational Only)

A. CalFire Burn Suspension Update

CalFire has put Burn Suspension in place starting at 0800 on June 23, 2025, in the NEU and LMU units. This suspension is for LE-62, residential backyard burning. The District has been notified by both CalFire units that additional burns may be approved on a case-by-case basis, along with the coordination and approval of the Air District.

Julie brings up her concern about LE 7's being approved by CalFire may take up a good amount of staffing time. A prescribed fire in Grass Valley on May 29, 2025 did not escape but did completely smoke out Grass Valley. Julie is making those relations with CalFire people at the table. Chair Bullock asked if there is a smoke management plan submitted and approved by the district, and something goes wrong with the burn, how is the person doing the burn responsible vs how the district is responsible. Julie replied she needs to go out and issue them a NOV on the spot and shut down the burn. Chair Bullock followed up his question with, if someone burns on a Saturday or Sunday, who do they get a hold of at the District. Julie replied they call her.

VI. Staff Reports/Program Updates (Informational Only)

A. Monitoring

Presented by Scott Coughlin

Plumas County was again responsible for the majority of Moderate and higher observed days during the 1st Quarter – 125 days of Moderate AQI were observed in Plumas County of a total of 128 Moderate days seen in the District. Additionally, 9 days of Unhealthy for Sensitive Groups (USG) and 1 day of Unhealthy AQI were also experienced in Plumas County.

As the quarter progressed, the air quality progressively improved. 50% of the Moderate or higher days were observed in January while only 16.67% were observed in March.

Additionally, a prescribed fire outside of Quincy on 3/3 & 3/4 contributed to the lone USG day in March.

B. Permitting

Presented by Tasha Coleman

The total Permits to Operate/Authority to Construct for first quarter of 2025 was a total 13 Renewed stationary sources, a total of 6 new stationary engines and 11 notices to comply. For the year 2025-2026 the total active permits are 27 Stationary Sources, still to be determined are Stationary Engines and Vapor Recovery – Gasoline Dispensing Facility.

Air Pollution Permits for the first quarter of 2025 were a total of 37 Open Burnings. Permits allow the District to specify operating conditions consistent with our countywide clean air strategy and state air toxics requirements. The District has multiple permits to process to help control any device that may be a source of air contaminants or is intended to control or mitigate those air contaminants.

Emission Inventory: In-progress

Inventory data helps identify what is being emitted into the air, by who, and where; Emissions inventory data helps to understand the sources of emissions that may contribute to adverse health risks or other impacts at the local, regional, and statewide level. CARB's "Regulation for the Reporting of Criteria Air Pollutants and Toxic Air Contaminants" (or CTR), Phase 1, Group B started this year for the District. CTR supports the mandates of AB 617, AB 197, and AB 2588 and annual reporting of criteria air pollutant and toxic air contaminant emissions data from facilities.

C. Planning

Presented by Suzie Tarnay

Below are the planning document reviews completed for the first (1st) quarter, from January through March 2025.

Quarter 1

Month	Nevada County	Plumas County	Sierra
January	8		
February	12	3	

March	10		1 (PG&E)
Total =	30	3	1

NSAQMD reviewed 34 projects this quarter, as compared to 40 last quarter. Ten projects involved the cannabis industry, the same as last two quarters. Two projects were located on properties that are mapped as having ultramafic soils, down from five last quarter.

D. Compliance/Enforcement

Presented by Scott Coughlin and Tasha Coleman

The District received 40 complaints during the 1st quarter of 202, which is a slight decrease over the 4th quarter of 2024 which saw 46 total complaints. 60% of all complaints were smoke occurring from either open burning or wood stoves. Field investigations were performed on 30% of complaints with 1 NTC being issued to a repeat offender that conducted a broadcast burn on a No Burn Day. Most complaints are about smoke and from Nevada County.

No stationary inspections are planned to be conducted during 2025, with the District's focus instead being to conduct more Vapor Recovery inspections of Gas Dispensing Facilities (GDFs). GDF inspections will begin in Quarter 2 when the weather had moderated.

E. Grants

Presented by Julie Hunter

AB 2766

Staff will begin looking at the eligible funds for next year's AB 2766 program in July and will begin solicitation in August.

FARMER PROGRAM

It has been projected by the FARMER grant Rural Pool coordinator that there will be no available funds for solicitation this year. Staff will continue to monitor this program.

Carl Moyer program

The Carl Moyer program waitlist is still currently closed with 13 applicants on the list. Staff is currently working to expend the available funds. Staff have been working on file maintenance for this program.

CARB recently did an extensive overhaul of its Carl Moyer program guidelines and each air district is now tasked with updating their guidelines to match those of CARB. Staff hopes to present new guidelines for review and approval at its August meeting. Staff will be recommending increased levels of funding for applicants consistent with the new CARB regulations in order to expend funds more quickly, so that the District can continue receiving funds for the program.

F. TAG

Presented by Mikki Brown

2018 TAG Quarter 1

Due to some complexities between CARB and EPA invoicing, the first quarter of 2025 includes expenses from both November and December of 2024. Total funds spent this quarter were \$269,279.19. 20 new devices were installed, and 46 chimney sweep vouchers were redeemed. District staff worked on qualifying residents for firewood vouchers to begin redeeming in April, staff also prepared the annual schedule for green waste disposal for city residents. We requested and were approved for a budget reallocation, moving funds from programs that are inactive to programs that have spent funds down such as heat pumps and education and outreach. We submitted a grant extension request in 4Q24 and are still waiting for EPA to approve or disapprove that request. This grant will expire April 30, 2025. The request was for a two-year extension.

REMAINING FUNDS: \$1,005,147.56 as of April 1, 2025.

2020 TAG Quarter 1

Same invoice situation as the 2018 grant. Total funds spent this reporting period \$42,378.15. We installed 6 new devices, 3 pellet stoves, 1 heat pump, and 3 propane stoves. REMAINING FUNDS \$2,335,050.91 as of April 1, 2025

VII. Concerns of the Board:

None

VIII. Schedule for Next Meeting: July 28, 2025, at 1:00 P.M.

IX. Adjourn the meeting: 2:00 P.M.