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MINUTES

NORTHERN SIERRA AIR QUALITY MANAGEMENT DISTRICT

BOARD OF DIRECTORS

March 24, 2025
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 C) VIDEOCONFERENCE/TELEPHONE CONFERENCE
Rood Center
950 Maidu Ave., Ste 129
Nevada City, California

(Site D) VIDEOCONFERENCE/TELEPHONE CONFERENCE
Plumas County Public Works
1834 E. Main Street
Quincy, California

Members Present:

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

Members Absent:

Supervisor Roen

I. Standing Orders:

A. Call to Order.

Chair Bullock called the meeting to order at 1:01 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 Ceresola, Supervisor McGowan.

Supervisor Roen was absent.

Also, present; Julie Hunter, APCO, Dawn Lunsford, Clerk of the Board

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 Ceresola called for public comment on items not appearing on the agenda.

There was no public comment.

Supervisor Adams congratulated both Supervisor Bullock and Supervisor Hall and thanked Supervisor Ceresola for his work as Chair for 2024 year.

II. Approval and/or Modifications to Agenda.

Julie had a modification to the Agenda. To take off, Item A Resolution of Appreciation for Retired Supervisor Scofield because he could not join us today. Julie would like to table this until the April 28, 2025 meeting.

The Vice Chair Hall made a motion to approve the Agenda, 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 – February 24, 2025

B. Payment Details by Vendor Board Report – February 2025

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

IV. Administrative Report (Action/Discussion Items)

A. Resolution of Appreciation – Retired Supervisor Ed Scofield

This item was tabled for the next board meeting.

B. Proposed County Contributions for FY 25/26

Julie went over the District's three-county agreement, which states that the annual contribution for each member county shall be calculated using any one of the following three methods.

- A. Annual Contribution = the preceding years fiscal year's annual contribution adjusted to reflect the preceding years contribution increased by multiplying the previous annual contribution by the Consumer Price Index (CPI)
- B. Annual Contribution = County Population, times \$0.48
- C. Annual Contribution = An annual contribution equal to the preceding fiscal year's annual contribution.

The attached table clarifies what the actual amount per county would be depending upon the method adopted by the Board. Last year, the Board adopted Method A, which resulted in the county contribution being increasing by the CPI.

Proposed County Contribution Values for FY 25-26

CPI Adjustment Factor:

2.96%

- this is the value
for CY 2022

The CPI adjustment factor is for the immediately previous full calendar year as determined by the following web page: www.dir.ca.gov/dlsr/CPI/EntireCCPI.PDF

Method A - Previous Fiscal Year's Contribution * (1 + CPI Adjustment Factor)

	FY 24-25	FY 25-26	New Contribution with CPI Adjustment	Decrease from last year's contribution
Nevada	\$ 53,413.08	\$ 54,994.11	\$ 1,581.03	
Plumas	\$ 10,820.09	\$ 11,140.36	\$ 320.27	
Sierra	\$ 1,752.24	\$ 1,804.11	\$ 51.87	
Totals	\$ 65,985.41	\$ 67,938.58	\$ 1,953.17	

Method B - County Population in most recent decennial census * \$0.48

		FY 25-26	Increase over last year's contribution	Decrease from last year's contribution
Nevada (2020 pop.: 100,249)		\$ 48,119.52		\$ 5,293.56
Plumas (2020 pop.: 18,939)		\$ 9,090.72		\$ 1,729.37
Sierra (2020 pop.: 3,021)		\$ 1,450.08		\$ 302.16
Totals		\$ 58,660.32	\$ -	\$ 7,325.09

Method C - Previous Fiscal Year's Contribution

	FY 24-25	FY 25-26	Increase over last year's contribution	Decrease from last year's contribution
Nevada	\$ 53,413.08	\$ 53,413.08		
Plumas	\$ 10,820.09	\$ 10,820.09		
Sierra	\$ 1,752.24	\$ 1,752.24		
Totals	\$ 65,985.41	\$ 65,985.41		

Contribution remains the same as last fiscal year.

The Board chose Method A.

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

C. Proposed revised County Contributions Agreement

The original County Contributions Agreement was originally executed on November 20, 1986. The contribution was originally divided by the three counties by percentage, when last amended in 2002, the agreed contributions provided the counties with three different methods, 1) increased by CPI, 2) increased by population (last census was 2020), and 3) previous years contribution. Last year when the County Contribution was presented to the Board, it was stated that the last contribution increase was in September 2021, with the Board adopting Method A. Last year the Board approved the CPI increase, Method A. Additionally, the Board directed the APCO to come back to the Board with a revised Agreement this year. The revised agreement removes Method B and Method C, and Method A (CPI adjustment) will be utilized for County Contributions and the agreement will be evaluated by the Board, and revised, if necessary, every 5 years.

Vice Chair Hall made a motion to adopt the revised County Contributions Agreement. Supervisor Ceresola seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

The agreement was given by the clerk of the board, Dawn to Chair Bullock, to sign.

D. Proposed Draft Agreement between Nevada County Fire Chief's Association and Northern Sierra AQMD

The District staff met with the Nevada City and North San Juan Fire Departments in January to discuss the collaboration between the District and the Nevada County Fire Chiefs Association to the response of smoke and air quality complaints. The purpose of this Agreement is to establish the responsibilities of NSAQMD and NCFCA regarding the handling of smoke nuisance complaints and air quality complaints, as well as the reimbursement process for after-hours responses that result in a written citation. There is a line item in the District's budget to cover reimbursements to calls responded to on NSAQMD off hours and weekends/holidays. Chair Bullock asked about repeat offenders and is the fire department forced to respond to those? Julie said they are, and this increases their time spent out in the field and it clogs them down. The air district would collaborate and do a notice to comply or notice of violation to the repeat offenders.

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

E. Proposed revised personnel policy 2045.40 – Merit Advancement

Current Policy:

Policy 2045.40 Merit Advancement by Salary Step: Advancement through the salary steps A through E depends on satisfactory performance at the prior step for the equivalent of twelve months of fulltime compensated and continuous service before advancement to the next higher step, provided that an employee who is promoted is eligible for one advancement to the next higher step after six months of continuous and compensated service measured from the date of the promotional appointment, if appointed at Step A.

Proposed Policy additions: For a part-time employee, advancement to the next higher step, based on satisfactory performance, will be one year of employment versus 6 months.

Supervisor Ceresola made a motion to approve. Vice Chair Hall seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

F. Proposed revised personnel policy 2162.2.1 – Vacation Leave

Current Policy: 2162.2.1.1 During the first and second year of compensated and continuous service, an employee accrues ten days of vacation (80 hours of vacation accrued at 3.08 hours per pay period) **provided that no vacation will be taken until completion of the first year.**

Proposed Policy revision: During the first and second year of compensated and continuous service, an employee accrues ten days of vacation, (80 hours of vacation accrued at 3.08 hours per pay period) **provided that vacation can be utilized upon accrual as long as the amount requested is accrued.**

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

V. Directors Report (Informational only)

A. District rule update: Serious PM2.5 Nonattainment plan

The Portola District Rule is part of the Enforceable Commitment in the Serious PM2.5 Nonattainment plan. As the District and CARB continue to address comments from EPA, we meet with CARB on a regular basis to ensure the edits and comments are addressed. The next meeting with the District, CARB and EPA is scheduled for April 10, 2025, to prepare a final draft of the Rule. If the District attains the 12ug/m3 standard by December 31, 2025, the District could request clean air data finding.

VI. Concerns of the Board:

None

VII. Schedule for Next Meeting: April 28, 2025

VIII. Adjourn the meeting: 1:24 P.M.