

Northern Sierra Air Quality Management District

Governing Board of Directors

**Agenda
Regular Meeting**

**Monday
October 26, 2026
1:00 PM**

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

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

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

**Heidi Hall
Nevada County Supervisor, District One**

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

**Tom McGowan
Plumas County Supervisor, District Three**

**Alternates:
Lisa Swarthout, 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
380 Sierra College Drive, Ste 220
Grass Valley, CA 95945
(530) 274-9360**

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

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

**October 26, 2026
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)
380 Sierra College Drive, Suite 220, 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
Crowbar Cafe
112 State Route 127
Shoshone, 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 August 24, 2026, Board Minutes
 - B. Payment Details by Vendor Board Report – August and September 2026
- IV. Administrative Report (Action/Discussion Items)**
 - A. Review and Approve Accounting Agreement with CliftonLarsonAllen, LLP
 - B. Review and Approve the Draft Compliance Procedure
 - C. Approve Revised Personnel Policy – 2162.1 Sick Leave
- V. Closed Session – Anticipated Litigation**

Pursuant to Government Code section 54956.9(d)(4), District Counsel is requesting a closed session to determine whether litigation should be initiated by the District in one matter.

VI. Directors Report

- A. District Audit Update
- B. Second and Third Quarter Program Updates

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.

VIII. Schedule next Meeting – Board Meeting November 23, 2026.

IX. 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, 380 Sierra College Drive Suite 220 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.myairstdistrict.com**

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: October 26, 2026

Agenda Item: II

Agenda Description: Approval and/or Modifications to Agenda

Requested Action: Discuss any modifications to the agenda and approve agenda with a roll call vote.

ROLL CALL VOTE REQUESTED

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: October 26, 2026

Agenda Item: III.A

Agenda Description: Approval of August 24, 2026, Board Minutes

Requested Action: Approve August 24, 2026, Board Minutes.

ROLL CALL VOTE REQUESTED

Attachments:

August 24, 2026, Board Minutes

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: October 26, 2026

Agenda Item: III.B

Agenda Description: Payment Details by Vendor Board Report – August and September 2026

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

Requested Action: Review and approve Payment Details August and September 2026.

ROLL CALL VOTE REQUESTED

Attachments:

Payment Details by Vendor Report – August and September 2026

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: October 26, 2026

Agenda Item Number: IV.A

Agenda Description: Review and Approve Accounting Agreement with CliftonLarsonAllen LLP (CLA)

Summary:

The District will be terminating accounting services with Third Plateau, formally Creating Answers by the end of December, 2026. District staff interviewed two accounting firms. CliftonLarsonAllen, LLP specializes in State and Local Government accounting and Special Districts. The Executive Director feels this firm is the best fit for the district's accounting services.

Requested Action:

Review and approve the Executive Direct to enter into agreement with a new accounting firm.

ROLL CALL VOTE REQUESTED

Attachments:

1. CliftonLarsonAllen LLP Master Service Agreement
2. CliftonLarsonAllen LLP Statement of Work

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: October 26, 2026

Agenda Item Number: IV.B

Agenda Description: Review and Approve the Draft Compliance Procedure

Summary: The District has developed an internal compliance procedure for source inspections, complaints, and compliance investigations. The internal procedure is based on the regulations of the California Health and Safety Code and the District's rules and regulations. This policy will be reviewed annually and revised based on any internal changes and revised rules and regulations, and will be brought back to the Board for review and approval.

Requested Action:

Review and approval of the Compliance Policy

ROLL CALL VOTE REQUESTED

Attachments:

1. Compliance Policy – Draft

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: October 26, 2026

Agenda Item Number: IV.C

Agenda Description: Approve Revised Personnel Policy – 2162.1 Sick Leave

Summary: The District would like to request the revision of Personnel Policy 2162.1.7 to remove the “*in a minimum increment of two hours*”. The revised version will read:

“2162.1.7 An employee may use accrued sick leave, ~~in a minimum increment of two hours~~, beginning on the 90th day after the first day of employment with the District subject to the limits and request provisions in this Policy.”

Requested Action:

Approve Revised Personnel Policy – 2162.1 Sick Leave

ROLL CALL VOTE REQUESTED

Attachments:

None

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: October 26, 2026

Agenda Item Number: V

Agenda Description: Closed Session – Anticipated Litigation

Summary: Pursuant to Government Code section 54956.9(d)(4), District Counsel is requesting a closed session to determine whether litigation should be initiated by the District in one matter.

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: October 26, 2026

Agenda Item Number: VI.A

Agenda Description: District Audit Update

Summary: The District Audit was performed on September 9, 10 and 11, 2026, by Singleton Auman. Third Plateau, formally Creating Answers, did not produce accurate or complete financials for the audit, therefore it was not completed. Singleton Auman will return to the Grass Valley office October 29-30, 2026 to complete the audit and true the District's financials up to June 30, 2026. The District is currently interviewing accounting firms to transition to.

Requested Action:

None, informational only

Attachments:

None

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: October 26, 2026

Agenda Item Number: VI.B

Agenda Description: Second and Third Quarter Program Updates

Summary: Reports on Monitoring, Planning, Permitting, Compliance & Enforcement, Grants, TAG

Monitoring Progress Report: 2nd and 3rd Quarter 2026

Air Quality Across the District:

- Chester:** The District received permission from CARB and the EPA to stop monitoring at the Chester site. On 6/12/26 this site was officially shut down.
- Grass Valley Ozone Comparison Study:** On 5/6/26 the District submitted a Monitoring Relocation Comparison Plan for approval from EPA and on 5/14/26 the District officially received approval for administering the plan. The District borrowed an ozone monitor from CARB on 5/13/26; this was installed on 6/8/26, officially starting the comparison study.
- Nevada City Monitoring:** In July, the NSAQMD partnered with Nevada City to install a PurpleAir sensor in downtown Nevada City at City Hall. Before this installation, no monitoring was taking place near the major population area of the city.
- Ozone Relocation Update:** On 9/8/26 CARB performed an audit of the new Grass Valley ozone site which also consisted of siting measurements being taken. EPA representatives attended to verify the new site location and setup. On 9/10/26, the NSAQMD decommissioned the additional ozone monitor and submitted a final ozone site relocation letter to the EPA on 9/18/26. The NSAQMD is currently awaiting the EPA's response for final approval of the new ozone site.
- District Audits:** CARB conducted audits in September, with Quincy and Truckee both passing their respective audits. The Portola audit found the site to be in violation of EPA siting requirements. The District is currently working with CARB on drafting a siting waiver request for this monitor.

Planning Progress Report: 2nd and 3rd Quarter 2026

Below are the planning document reviews completed for the 2nd and 3rd quarters, from April through September 2026:

Quarter 2

Month	Nevada County	Grass Valley	Other
April	13	3	1 Englebright Dam 1 Treasure Canyon Mine
May	16	1	1 Truckee
June	17	2	
Total = 55	46	6	3

Q1 had much more than the 33 in Q1 2026, but less than Q2 in 2025 which was 61. Q2 is the busiest quarter for plan reviews every year.

Quarter 3

Month	Nevada County	Grass Valley
July	8	1
August	12	
September	6	2
Total = 29	26	3

July included complaints about the Caltrans road construction on Highway 49 and subsequent coordination on an acceptable dust control plan. This project will be ongoing for three to four more years and does not meet our usual dust control requirements.

Permitting Progress Report: 2nd and 3rd Quarter 2026**Q2 Permit to Operate FY 2026-2027**

Type of Permit	Stationary Sources:	Stationary Engines:	Vapor Recovery (GDF's):
Nevada County	17	157	39
Plumas County	7	57	19
Sierra County	0	17	4
Total	24	231	62

Q2 Authority to Construct: Received applications to transition to a PTO

Stationary Sources:	Sent ATC	Nevada County, Grass Valley – Goodbye at Home Nevada County, Grass Valley – Paws on Heart Plumas County, Beckworth – Hawley Road Asphalt Plant Plumas County, Crescent Mills – Mosaic Timber
	Pending ATC	Nevada County, Truckee – Alpenglow Timber
Stationary Engines	Revised their PTO	Nevada County – 2 Plumas County – 1
	New permittee	Nevada County – 2 Plumas County – 2 Sierra County – 1
Vapor Recovery	Revised their PTO	Nevada County – 2
	New Facility - ATC	Nevada County, Auburn – 1

Q3 Permit to Operate FY 2026-2027

Type of Permit	Stationary Sources:	Stationary Engines:	Vapor Recovery (GDF's):
Nevada County	19	157	39
Plumas County	7	57	19
Sierra County	0	17	4
Total	26	231	62

Q3 Authority to Construct: Received applications to transition to a PTO

Stationary Sources:	Pending ATC	Nevada County, Truckee – Alpenglow Timber
	Pending PTO (inspection needed)	Plumas County, Beckworth – Hawley Road Asphalt Plant Plumas County, Crescent Mills – Mosaic Timber
	Sent PTO	Nevada County, Grass Valley – Goodbye at Home Nevada County, Grass Valley – Paws on Heart
Vapor	Revised their PTO	Nevada County – 2

Recovery	New Facility - Pending PTO	Nevada County, Auburn – 1
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Q3 Emission Inventory: Completed submittal on July 23, 2026, to the District CARB liaison. 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.

Q2 and Q3 2025 Hot Spots Report: In-progress. Assembly Bill (AB) 2588 (Connelly), the Air Toxics "Hot Spots" Information and Assessment Act, requires the districts to prioritize facilities to determine which facilities must perform a health risk assessment. These facilities, for purposes of risk assessment, are ranked into high, intermediate, and low-priority categories. Each district is responsible for establishing the [prioritization score threshold](#) at which facilities are required to prepare a health risk assessment.

Compliance and Enforcement Progress Update: 2nd and 3rd Quarter 2026**Q2 Complaints**

Month	Total Complaints	Field Investigations	NTCs Issued	NOVs Issued
April	15	3	5	0
May	14	4	0	1
June	9	1	1	0
Total	38	8	6	1

Information: The District received 38 total complaints during the 2nd Quarter of 2026, which is about **60%** of the total complaints received in Quarter 1. 6 total NTCs were issued as well as 1 NOV, which are the same numbers issued for the 1st Quarter. The District began focusing more enforcement efforts on Gas Dispensing Facilities, resulting in 5 of the 7 total notices for the quarter being sent to these locations.

Q2 Stationary Source Inspections

Type	Nevada County		Plumas/Sierra County		Total/Yr
	Quarter 2	Per 2026	Quarter 2	Per 2026	
GDF	5/39	5/39	1/23	1/23	6/62

Information: The District worked with CARB to establish a training course for rural districts concerning GDFs. An in-person component of the course took place in Grass Valley on May 20th that was attended by 3 of the 4 District inspectors. Using the tools from the training course, the District began conducting VR inspections with 6 being performed during the quarter.

Complaints – 3rd Quarter 2026

Month	Total Complaints	Field Investigations	NTCs Issued	NOVs Issued
July	22	3	8	2
August	13	3	6	1
September	10	3	3	2
Total	45	9	17	5

Information: The District received 45 total complaints during the 3rd Quarter of 2026 with 22 of those coming against a single source – Sierra Cascade in Chester. 5 of the 9 field investigations performed during the quarter were also in relation to the same Sierra Cascade site. The number of issued NTCs and NOVs was up this quarter; all but 4 of the notices were issued to Gas Dispensing Facilities in the district.

Stationary Source Inspections – 3rd Quarter 2026

Type	Nevada County		Plumas/Sierra County		Total/Yr
	Quarter 3	Per 2026	Quarter 3	Per 2026	
GDF	11/39	16/39	7/23	8/23	24/62

Information: The District is coordinating with Gas Dispensing facilities and Vapor Recovery (VR) testing companies to conduct inspections at the same time that annual VR testing is taking place. It has been beneficial for the testing companies to have an inspector onsite while these tests are being performed.

Grant Programs Progress Report

AB2766 DMV Surcharge Fund Program Request For Proposal – Grant Year 27

This year the award amounts are as follows: **\$194,126 for Nevada County, \$68,284 for Plumas County and \$5,826 for Sierra County.** Complete project proposals for those projects approved to proceed were due to the office by October 23, 2026. As of the date of the writing of this report, no completed proposals have been submitted. However, the below projects were invited to proceed with the Grant Proposal process:

Nevada County

- Cedar Renewable Resources LLC, zero emission freight goods transportation project: \$20,000
- Sierra Senior Services, Low Emmission Senior Meals Delivery Vehicle purchase: \$35,500
- Nevada County Recreation and Transit, River Shuttle Bus Pilot Project: \$30,000
- Nevada County OES, Community Chipping Program, vehicle miles reduct. program :\$100,000
Nevada County Total Ask: \$185,500

Plumas County

- Allwood Inc, Off Road Equipment Purchase for Hazard Fuels Reduction work: \$68,284

Sierra County

- Incorporated Senior Citizens of Sierra County, Senior bus services:\$5,826

The project will be presented to the Board for review in November or December. Projects are eligible to begin expenditure January 1, 2027.

CARL Moyer and FARMER programs

There is still no FARMER funds projected to be available and nothing new to report for the Carl Moyer Program. Staff is currently working with a potential applicant for potential funding.

Targeted Airshed Grants 2018 and 2020 Progress Report: 2nd and 3rd Quarter 2026

Q2 2018 TAG Expenditures total: \$345,898.05 remaining funds: \$54,393.75

22 device installations

59 chimney sweep vouchers redeemed

4 woodsheds built

Q2 2020 TAG Expenditures total: \$28,627.99 remaining funds: \$2,211,818.85

2 device installations

1 chimney sweep voucher redeemed

Q3 2018 TAG financial tracking is waiting for our accountant to complete, funds are low.

0 device installations

12 chimney sweep vouchers

Q3 2020 TAG financial tracking is waiting for our accountant to complete

23 devices were installed

81 chimney sweep vouchers redeemed

Requested Action:

None, informational only

Attachments:

None