

Brightwater Operations Center, Q Room	Thursday, August 11, 2011	4:30 - 6:30 p.m.
<i>Board Member</i>	<i>Agency</i>	<i>Present</i>
Barry Bettinger	Community Representative	X
John Buckley, P.E., J.D.	Independent Expert	X
Pam Elardo, P.E.	WTD Division Director, King County	X
David Evans	Snohomish County, Public Works	X
Scott Hageman	Woodinville City Council	X
Gary Hajek	MWPAAC Representative	X
Julia Lacey	Community Representative	
Agata McIntyre, P.E.	Puget Sound Clean Air Agency	X
Gary Meek	Snohomish County Fire District 7	

Non-Board Member Attendees:

Stan Hummel, WTD; Mike Fischer, WTD; Ron Kohler, WTD; Yasmin Mudah, WTD

A. Call to Order

- a. Meeting was called to order by Stan Hummel at 4:30 p.m.

B. Meeting Agenda - Key Points of Discussion

a. **Agenda item #1 - Introductions:**

Each Board member introduced themselves and provided a brief background statement. King County staff also introduced themselves and discussed their role and how they would support the Board.

b. **Agenda item #2 - Board Background:**

Pam Elardo, Wastewater Treatment Division Director, provided background on the capacity needs of the regional wastewater system that led to the Brightwater project, the siting of the Treatment Plant, and the surrounding communities' concern with potential odors. Based on input from the community, King County's goal was to design a project considered to be a community amenity and established stringent design criteria and a commitment to "no odors at the property boundary". The site includes an Environmental Education and Community Center and extensive open space accessible to the public. King County entered into a Development Agreement with Snohomish County, which required formation of an Air Quality Advisory Board, submittal and approval of an Odor Monitoring and Response Plan, and establishment of a \$3 million odor reserve fund. Pam emphasized the importance of operating the treatment plant with no odors.

Pam provided an overview of the Plant's monitoring and response plan, the background air monitoring that is routinely conducted at the property boundary, and WTD's response and investigation procedure if an odor complaint or concern is received.

c. **Agenda item #3 - Charter Review and Discussion:**

Stan Hummel discussed the draft Charter statement distributed prior to the meeting. The Charter outlines the roles and responsibilities of the Board. Stan requested that comments be submitted on the Charter prior to the next meeting so it can be finalized at the next meeting. Once the Board votes on the Charter, it will be recommended to the King and Snohomish County Executive's for approval.

One proposed change was noted. Section XIII of the draft charter states that "Recommendations from the Board shall be approved by a minimum 60 percent majority vote". It was proposed that the charter be amended to "Recommendations shall be approved by a majority vote." This language will be incorporated into the Charter prior to the August 23, 2011 meeting.

d. **Agenda item #4 – Property Boundary Data:**

Stan Hummel and Pam Elardo presented a chart summarizing the results of property boundary baseline monitoring since June 2010. It was noted that the detection limit of the Jerome analyzer was 3 parts per billion, and that background monitoring has detected baseline hydrogen sulfide concentrations exceeding the 3 ppb detection limit periodically at different monitoring stations. This information is notable, since the treatment plant has in not yet in operation and background levels can at times be above the detection limits and threshold limits for sensory detection of hydrogen sulfide.

Q. It was suggested that King County increase the frequency of odor monitoring to increase the amount of baseline data collected.

A. Property boundary monitoring has been increased to weekly frequency prior to the start of sewage treatment in September.

Q. It was requested that the next presentation of boundary data include a description of the monitoring location and any sensory observations recorded to help correlate the data with potential sources.

A. This will be provided at the next meeting.

Q. Further information about how monitoring sites were determined was requested.

A. King County will follow up with information about how monitoring sites were selected.

e. **Agenda item #5 – Board Protocol and Logistics:**

Yasmin Mudah reviewed Board protocol and logistics.

King County email addresses will be assigned to Board members. Email addresses and instructions will be provided once received from the County Executive Office.

The Board agreed to use Robert's Rules during Board meetings.

Yasmin Mudah will take meeting notes and provide them to the Board for clarification via email. Meetings notes will be approved at the following Board meeting.

The Board agreed that the 4:30-6:30 p.m. time frame is convenient for Board meetings. The charter states that meetings are to be held quarterly for the first year of Treatment Plant operations and bi-annually thereafter. The Board concurs, but will also hold meetings more often if necessary.

- Q.** A question was posed about Personal Liability Coverage for Board members by King County.
- A.** Yes, members of the Air Board (like appointed members of all county boards and committees) would be covered by the County's insurance while acting on the County's behalf.
- Q.** A question was posed about expense reimbursement for Board members.
- A.** King County will follow up with further detail regarding expense reimbursement.

C. Board Actions

- a. **Board Chair** - John Buckley was nominated and confirmed as Board Chair.

D. Standing Items

- a. **Next Meeting** - Tuesday, August 23rd, 3:00 p.m. - 6:00 p.m.