

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

**Monday
January 22, 2024
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**

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

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

**Dwight Ceresola
Plumas 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**

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

January 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 C) VIDEOCONFERENCE/TELEPHONE CONFERENCE
Sierra County Courthouse
100 Courthouse Square
Downieville 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. Election of Chair and Vice-Chair for 2024

III. Approval and/or Modifications to Agenda

IV. 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 – November 27, 2023

- B. Approval of Special Board meeting minutes – December 6, 2023
- C. Payment Details by Vendor Board Report – November and December 2023

V. Administrative Report (Action/Discussion Items)

- A. Financial Quarterly Report for December 2023
- B. Revision of Personnel Policy 2165.2.10 – Rate of Compensation
- C. Policy 3020.30 Revision– Warrants

VI. Director's Report (Informational Only)

Proposed Revision of Rule 318 – American Valley Burning Restrictions

VII.

Staff Reports/Program Updates (Informational Only)

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

VIII. 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 – Video/Phone Conference February 22, 2024 @ 1:00 PM

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, 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**

To:Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: January 22, 2024

Agenda Item: II

Agenda Description: Election of Chair and Vice-Chair for 2024

Summary:

In accordance with District Policy # 4040, the Board Chair and Vice Chair rotate from county to county on an annual basis. The Board Chair and Vice Chair are from the same county. This year, the Chair and Vice Chair will be from Plumas County.

Requested Action:

Nominate and Elect the Chair and Vice Chair

ROLL CALL VOTE REQUESTED

Attachments:

None

To:Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: January 22, 2024

Agenda Item: III

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

To:Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: January 22, 2024

Agenda Item: IV.A

Agenda Description: Approval of November 27, 2023 Board Minutes

Requested Action: Approve Revised Minutes

ROLL CALL VOTE REQUESTED

Attachments:

November 27, 2023, Board Minutes

DISTRICT HEADQUARTERS
200 Litton Drive, Suite 320
Mailing Address:
Grass Valley, CA 95945
(530) 274-9360 / FAX: (530) 274-7546
email: office@myairdistrict.com or www.myairdistrict.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**

November 27, 2023

1:00 P.M.

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

locations:

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
Starbucks
500 S. Highway 160
Pahrump, NV 89048**

Standing Orders:

A. Call to Order.

Chair Roen called the meeting to order at 1:14 P.M.

B. Roll Call and Determination of Quorum.

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

Supervisor Roen, Chair, Supervisor Adams, Vice-Chair, Supervisor Scofield,
Supervisor Ceresola

Supervisor McGowan was absent.

Also, present; Julie Hunter, Interim APCO, Melissa Klundby, APCS II, Dawn Lunsford,
Clerk of the Board, and Robert Roberti of Roberti Ranch

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

Chair Roen 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 Scofield 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. Solicitation for Application to Receive Funding From the Carl Moyer Memorial Program (Fiscal Year 2023/2024 - Year 26) Funds, Resolution # 2023-10

Supervisor Adams made a motion to approve the funding of Resolution #2023-10. Supervisor Ceresol seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

B. Board of Directors-Calendar-Schedule for 2024 was presented.

Julie presented the 2024 meeting calendar. No action needed

C. Authorization for Signing Nevada County Auditor Controller's Warrant Request Signatures for 2024

Dawn explained the warrant request is from Nevada County and they need at least two signatories from the Northern Sierra Air Quality Office that will have authorization to sign for any request being made to the Nevada County Auditor Controllers office. Supervisor Adams made a motion to approve the warrant request signatories for 2024 as presented. Supervisor Scofield seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

D. Approval of Lump Sum Merit Bonus for Administrative Assistance/Accounting Clerk II, Step C, Resolution #2023-11

Julie presented the Board with Resolution #2023-11 and gave a brief explanation. Supervisor Scofield made a motion to approve the merit bonus as presented. Supervisor Adams seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

E. Authorize Board and Executive Director to sign Agreements for FARMER Grants:

Melissa Klundby presented the Board with three contracts for FARMER program grants. Melissa explained that the district submitted 13 applications to the rural County representative running the FARMER program and that three applications were chosen for funding by the Placer County FARMER representative. Melissa explained that projects are recommended for funding based upon the cost effectiveness of the replacement equipment and that selections are made by the Placer County staff and the rural pool representative who runs the FARMER program for rural California air districts. The three grants selected and the contracts are listed below:

- A. Roberti Ranch, Hay Squeeze Replacement,** Supervisor Scofield made a motion to approve the grant contract. Supervisor Adams seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.
- B. Chris Meyers, Meyers Ranch, Tractor Replacement,** Supervisor Adams made a motion to approve the grant contract. Supervisor Ceresola seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.
- C. Erik O Roen, Wheel loader Replacement,** Supervisor Roen abstained from this agenda item and left the room, noting he is related to the applicant. All Board members present were in favor of approving the contract as presented and Vice Chair Adams made a note that NSAQMD did not make the initial recommendations or selection for funding of projects and reiterated that these projects are selected by an outside agency, per the District's contract with Placer County. However, since there were not 4 other Board members present to vote, as Supervisor McGowan was absent, this item was requested to be moved to the next Board meeting when all Board members would be present.

V. Director's Report (Informational Only)

A. Portola Serious SIP Update:

Best Available Control Measures (BACM)

Julie informed the Board that staff is working on the Portola serious SIP and is working closely with CARB and EPA staff on BACM. Julie reported that she will presenting on this topic at a future meeting.

Extending Curtailment

Julie reported that the District may need to extend curtailment days in the Portola non-attainment area.

Open Burning- prohibition on curtailment days

Julie reported that staff may be presenting options to the Board to restrict open-burning on non -attainment days in the Greater Portola Non-Attainment Area.

B Conflict of Interest Forms (FPPC) Due MARCH 15, 2024

Dawn requested that the Board complete Form 700, Conflict of Interest Forms before the deadline of March 15, 2024

VI. Staff Reports/Program Updates (Informational Only)

Julies noted that staff reports with begin being presented on a quarterly basis starting in January 2024 and that there were no additional staff reports for review at this meeting.

VI. Concerns of the Board

There were no concerns of the Board raised or discussed.

VIII. Schedule next Meeting –

Staff was requested to schedule a Special Meeting as soon as all Board members were available to discuss the FARMER Grant Contract for Erik Roen. Julie also reported that the next meeting was scheduled for January 22, 2024, due to the Christmas Holiday.

X. Adjournment

The meeting was adjourned at 1:38 P.M.

To:Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: January 22, 2024

Agenda Item: IV.B

Agenda Description: Approval of Special Board meeting minutes, December 6, 2023

Requested Action: Review and Approve meeting minutes from the Special Board meeting on December 6, 2023

ROLL CALL VOTE REQUESTED

Attachments:

Special Board Meeting December 6, 2023, Board Minutes

DISTRICT HEADQUARTERS
200 Litton Drive, Suite 320
Mailing Address:
Grass Valley, CA 95945
(530) 274-9360 / FAX: (530) 274-7546
email: office@myairdistrict.com or www.myairdistrict.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**

December 6, 2023

9:00 A.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
Rural County Representatives of
California 1215 K Street, Suite 1650
Sacramento 95814**

**(Site D) VIDEOCONFERENCE/TELEPHONE CONFERENCE
Nevada County Supervisor
Office 10183 Truckee Airport
Road Truckee, CA 96161**

I. Standing Orders:

A. Call to Order

Vice-Chair Adams called the meeting to order at 9:14 A.M.

B. Roll Call and Determination of Quorum.

A quorum was confirmed.

Also, present; Julie Hunter, Interim APCO, Dawn Lunsford, Clerk of the Board, Kit Nelson Nevada County Counsel

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

There was no public comment.

II. Administrative Report (Action/Discussion Items)

A. Authorize Board and Executive Director to sign Agreements for FARMER grant to Erik O Roen, Wheel Loader Replacement.

At the November 27, 2023, Board Meeting, there were not enough votes for a quorum for the following proposed project:

- Grantee Grant Award Project Erik O Roen-Sierra County \$ 187,776 Wheel Loader.

This Special Meeting was called to vote to authorize the Board and Executive Director to approve this grant and sign agreements between the Air District and applicant to receive FARMER grant funding. Supervisor Scofield made a motion to approve. Supervisor Bullock seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

B. Approval of the Amendment 1 of the Grant Agreement between the District and California Air Resources Board for the FY 21/22 and FY 22/23 Wood Smoke Reduction Program (G21-WSRP-17-1) Resolution #2023-12

The Northern Sierra AQMD was approved to receive \$512,470 for implementation and administration funds for the WSRP, FY 21/22 and 22/23. This item was brought to the Board for approval Amendment 1 of the Wood Smoke Reduction Program FY21/22 and FY22/23 Grant and approve Resolution #2023-12 to receive the grant funds. Supervisor Scofield made a motion to approve. Supervisor Bullock seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

C. Approval of Amendment 2 of the Grant Agreement for the Districts Prescribed Burn Reporting and Monitoring Support Program for FY 21/22, FY 22/23 and FY 23/24 (G21-PBRM-18-2) Resolution #2023-13

The District was awarded \$225,000 to cover FY21/22, FY22/23 and FY23/24 through an amended grant agreement. This item was brought to the Board for approval of Amendment 2 of the PBRM and approve Resolution #2023-13 to receive the grant funds. Supervisor Ceresola made a motion to approve.

Supervisor Bullock seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

- III. **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.

There were no concerns of the Board.

- IV. **Schedule next Meeting** – Video/Phone Conference January 22, 2024 @ 1:00 P.M.

- V. **Adjournment**–meeting was adjourned at 9:26 A.M.

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: January 22, 2024

Agenda Item: IV.C

Agenda Description: Payment Details by Vendor Board Report – November and December 2023

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

Requested Action: Review and Approve Vendor reports from November and December 2023.

ROLL CALL VOTE REQUESTED

Attachments:

Payment Details by Vendor Board Report – November and December 2023

Northern Sierra Air Quality Management District Payment details by Vendor Board Report November 2023

Type	Date	Num	Memo	Account	Amount
Abigail Birnbryer					
Bill Pmt -Check	11/16/2023	V980667	Social Media Posts TAG ...	20-1000 · Cash, Restrict...	-900.00
Total Abigail Birnbryer					-900.00
Adecco					
Bill Pmt -Check	11/02/2023	264736	10-5318	10-1000 · Cash, Operati...	-710.64
Bill Pmt -Check	11/02/2023	264736	10-5318	20-1000 · Cash, Restrict...	-773.38
Bill Pmt -Check	11/16/2023	265134	10-5318	20-1000 · Cash, Restrict...	-863.01
Bill Pmt -Check	11/16/2023	265134	10-5318	10-1000 · Cash, Operati...	-1,821.02
Bill Pmt -Check	11/30/2023	265547	10-5318	20-1000 · Cash, Restrict...	-1,219.30
Bill Pmt -Check	11/30/2023	265547	10-5318	10-1000 · Cash, Operati...	-1,027.29
Total Adecco					-6,414.64
ADP Fees					
Bill Pmt -Check	11/10/2023	EFT33218	PPE 10/27/23 processing...	10-1003 · Cash, Bank Pa...	-59.53
Bill Pmt -Check	11/24/2023	EFT865389	processing charges 10/1...	10-1003 · Cash, Bank Pa...	-59.53
Bill Pmt -Check	11/24/2023	EFT923942	processing charges time...	10-1003 · Cash, Bank Pa...	-40.00
Total ADP Fees					-159.06
All Season Heating & Air					
Bill Pmt -Check	11/16/2023	V980680	WRP-2023-0007 St. Jac...	20-1000 · Cash, Restrict...	-2,500.00
Total All Season Heating & Air					-2,500.00
All Star Chimney, Eli Marchus					
Bill Pmt -Check	11/06/2023	V979868		20-1000 · Cash, Restrict...	-2,180.00
Total All Star Chimney, Eli Marchus					-2,180.00
Asquith Business Service					
Bill Pmt -Check	11/16/2023	V980607	PPE 11/10/23	10-1000 · Cash, Operati...	-440.00
Bill Pmt -Check	11/30/2023	V980999	EPA 5 hours, 6.5 business	10-1000 · Cash, Operati...	-632.50
Total Asquith Business Service					-1,072.50
AT&T CALNET 3					
Bill Pmt -Check	11/02/2023	264784		10-1000 · Cash, Operati...	-44.61
Bill Pmt -Check	11/30/2023	265597		10-1000 · Cash, Operati...	-55.43
Bill Pmt -Check	11/30/2023	265598		10-1000 · Cash, Operati...	-47.46
Total AT&T CALNET 3					-147.50
B of A					
Bill Pmt -Check	11/02/2023	V979648	paydate 11/2/23	10-1000 · Cash, Operati...	-19,513.24
Bill Pmt -Check	11/16/2023	V980540	paydate 11/16/2023	10-1000 · Cash, Operati...	-21,088.33
Bill Pmt -Check	11/30/2023	V980931	paydate 11/30/23	10-1000 · Cash, Operati...	-21,026.77
Total B of A					-61,628.34

Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
November 2023

Type	Date	Num	Memo	Account	Amount
CALPERS (Health)					
Bill Pmt -Check	11/02/2023	912885	December 2023	10-1000 · Cash, Operati...	-8,263.04
Bill Pmt -Check	11/30/2023	712972	December 2023	10-1000 · Cash, Operati...	-8,263.04
Total CALPERS (Health)					-16,526.08
CALPERS (Retirement)					
Bill Pmt -Check	11/02/2023	912888	PPE 10/27/23	10-1000 · Cash, Operati...	-872.11
Bill Pmt -Check	11/02/2023	912886	PPE 10/27/23	10-1000 · Cash, Operati...	-2,807.75
Bill Pmt -Check	11/16/2023	912938	Monthly ER Classic UAL ...	10-1000 · Cash, Operati...	-9,899.83
Bill Pmt -Check	11/16/2023	912941	PPE 11/13/23	10-1000 · Cash, Operati...	-872.11
Bill Pmt -Check	11/16/2023	912939	PPE 11/13/23	10-1000 · Cash, Operati...	-3,046.24
Bill Pmt -Check	11/30/2023	712974	PPE 11/24/23	10-1000 · Cash, Operati...	-872.11
Bill Pmt -Check	11/30/2023	712973	PPE 11/24/23	10-1000 · Cash, Operati...	-3,072.02
Total CALPERS (Retirement)					-21,442.17
CALPERS 457 PLAN					
Bill Pmt -Check	11/02/2023	912887	PPE 10/27/23	10-1000 · Cash, Operati...	-1,012.60
Bill Pmt -Check	11/16/2023	912940	PPE 11/13/23	10-1000 · Cash, Operati...	-1,012.60
Bill Pmt -Check	11/20/2023	912945	PPE 11/10/23 Tasha diff	10-1000 · Cash, Operati...	-11.68
Bill Pmt -Check	11/30/2023	712975	PPE 11/24/23	10-1000 · Cash, Operati...	-824.28
Total CALPERS 457 PLAN					-2,861.16
Clientworks, Inc.					
Bill Pmt -Check	11/02/2023	V979678		10-1000 · Cash, Operati...	-1,391.25
Bill Pmt -Check	11/16/2023	V980568	Oct 2023	10-1000 · Cash, Operati...	-1,610.00
Total Clientworks, Inc.					-3,001.25
CPS HR Consulting					
Bill Pmt -Check	11/02/2023	V979624	Executive Recruitment	10-1000 · Cash, Operati...	-10,000.00
Total CPS HR Consulting					-10,000.00
English Mountain Ranch					
Bill Pmt -Check	11/16/2023	V980554		10-1000 · Cash, Operati...	-4,681.12
Total English Mountain Ranch					-4,681.12
Feather Publishing Co.					
Bill Pmt -Check	11/16/2023	265133	TAG2018, Burnwise	20-1000 · Cash, Restrict...	-320.00
Total Feather Publishing Co.					-320.00
Fish, Joe					
Bill Pmt -Check	11/30/2023	V980930	dental	10-1000 · Cash, Operati...	-246.00
Total Fish, Joe					-246.00

Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
November 2023

Type	Date	Num	Memo	Account	Amount
Heat Tech Ind. LLC					
Bill Pmt -Check	11/16/2023	V980686		20-1000 · Cash, Restrict...	-27,000.00
Total Heat Tech Ind. LLC					-27,000.00
Inc. Senior Citizens of Sierra County					
Bill Pmt -Check	11/02/2023	264768	July, Aug, & Sept 2023	20-1000 · Cash, Restrict...	-1,438.00
Total Inc. Senior Citizens of Sierra County					-1,438.00
Intermountain Disposal, Inc. Vendor					
Bill Pmt -Check	11/16/2023	265183	Metal Hauling TAG 2018	20-1000 · Cash, Restrict...	-165.00
Bill Pmt -Check	11/16/2023	265182		10-1000 · Cash, Operati...	-33.03
Total Intermountain Disposal, Inc. Vendor					-198.03
James Merzon					
Bill Pmt -Check	11/16/2023	V980643	Dec 2023 Rent	10-1000 · Cash, Operati...	-555.00
Total James Merzon					-555.00
Melissa Klundby					
Bill Pmt -Check	11/02/2023	V979735	disposal of office waste	10-1000 · Cash, Operati...	-68.66
Total Melissa Klundby					-68.66
Nevada County County Counsel					
Bill Pmt -Check	11/16/2023	265145	1st quarter 2024 (7/1-9/30)	10-1000 · Cash, Operati...	-2,566.80
Total Nevada County County Counsel					-2,566.80
Quincy Hot Spot					
Bill Pmt -Check	11/06/2023	264857	TAG 2018, Chimney Swe...	20-1000 · Cash, Restrict...	-250.00
Bill Pmt -Check	11/16/2023	265153		20-1000 · Cash, Restrict...	-39,000.00
Total Quincy Hot Spot					-39,250.00
Sierra Timberline					
Bill Pmt -Check	11/16/2023	V980556	WRP#200402-1 Leonard	20-1000 · Cash, Restrict...	-5,000.00
Total Sierra Timberline					-5,000.00
Singleton Auman PC					
Bill Pmt -Check	11/02/2023	264782		10-1000 · Cash, Operati...	-18,425.00
Total Singleton Auman PC					-18,425.00
Sonoma Technology					
Bill Pmt -Check	11/16/2023	V980655	Burn Curtailment Foresc...	20-1000 · Cash, Restrict...	-5,732.90
Total Sonoma Technology					-5,732.90

Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
November 2023

Type	Date	Num	Memo	Account	Amount
Supervisor Adams					
Bill Pmt -Check	11/02/2023	264768	Board Meeting	10-1000 · Cash, Operati...	-100.00
Bill Pmt -Check	11/30/2023	265582	Board Meeting	10-1000 · Cash, Operati...	-100.00
Total Supervisor Adams					-200.00
Supervisor Bullock					
Bill Pmt -Check	11/02/2023	V979729	Board Meeting	10-1000 · Cash, Operati...	-100.00
Total Supervisor Bullock					-100.00
Supervisor Ceresola					
Bill Pmt -Check	11/02/2023	V979743	Board Meeting and Travel	10-1000 · Cash, Operati...	-113.10
Bill Pmt -Check	11/30/2023	V981016	Board Meeting and Travel	10-1000 · Cash, Operati...	-114.41
Total Supervisor Ceresola					-227.51
Supervisor Paul Roen					
Bill Pmt -Check	11/02/2023	264779	Board Meeting/Mileage	10-1000 · Cash, Operati...	-120.96
Bill Pmt -Check	11/30/2023	265590	Board Meeting/Mileage	10-1000 · Cash, Operati...	-120.96
Total Supervisor Paul Roen					-241.92
Supervisor Scofield					
Bill Pmt -Check	11/02/2023	264793	Board Mtg	10-1000 · Cash, Operati...	-100.00
Bill Pmt -Check	11/30/2023	265605	Board Mtg	10-1000 · Cash, Operati...	-100.00
Total Supervisor Scofield					-200.00
Tasha Coleman					
Bill Pmt -Check	11/02/2023	V979772	vision	10-1000 · Cash, Operati...	-310.96
Bill Pmt -Check	11/16/2023	V980660	dental	10-1000 · Cash, Operati...	-55.00
Total Tasha Coleman					-365.96
Tom McGowan					
Bill Pmt -Check	11/02/2023	264807	Board Meeting and Mile...	10-1000 · Cash, Operati...	-202.18
Total Tom McGowan					-202.18
Tyrus Chimney Sweep					
Bill Pmt -Check	11/06/2023	264908		20-1000 · Cash, Restrict...	-1,750.00
Total Tyrus Chimney Sweep					-1,750.00
US Bank					
Bill Pmt -Check	11/16/2023	265112		20-1000 · Cash, Restrict...	-1,967.09
Bill Pmt -Check	11/16/2023	265112		10-1000 · Cash, Operati...	-8,916.41
Total US Bank					-10,883.50

Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
November 2023

Type	Date	Num	Memo	Account	Amount
Wizix Technology Group					
Bill Pmt -Check	11/16/2023	265203		10-1000 · Cash, Operati...	-243.09
Total Wizix Technology Group					-243.09
TOTAL					-248,728.37

Northern Sierra Air Quality Management District Payment details by Vendor Board Report December 2023

Type	Date	Num	Memo	Account	Amount
Abigail Birnbryer					
Bill Pmt -Check	12/29/2023	V982361	Social Media Posts TAG ...	20-1000 · Cash, Restrict...	-900.00
Total Abigail Birnbryer					-900.00
Adecco					
Bill Pmt -Check	12/14/2023	265984	10-5318	20-1000 · Cash, Restrict...	-2,615.02
Bill Pmt -Check	12/29/2023	266432	10-5318	20-1000 · Cash, Restrict...	-3,054.35
Total Adecco					-5,669.37
ADP Fees					
Bill Pmt -Check	12/08/2023	EFT628772	Processing Charges for ...	10-1003 · Cash, Bank Pa...	-109.33
Bill Pmt -Check	12/22/2023	EFT580332	Enhanced payroll proces...	10-1003 · Cash, Bank Pa...	-57.94
Bill Pmt -Check	12/29/2023	EFT855718	Processing charges	10-1003 · Cash, Bank Pa...	-40.00
Total ADP Fees					-207.27
All Phase Landscape					
Bill Pmt -Check	12/29/2023	V982250	WRP-2023-0032 Ray	20-1000 · Cash, Restrict...	-10,000.00
Total All Phase Landscape					-10,000.00
All Star Chimney, Eli Marchus					
Bill Pmt -Check	12/07/2023	V981676		20-1000 · Cash, Restrict...	-2,280.00
Bill Pmt -Check	12/28/2023	V982322		20-1000 · Cash, Restrict...	-1,665.00
Total All Star Chimney, Eli Marchus					-3,945.00
Asquith Business Service					
Bill Pmt -Check	12/14/2023	V981864	TAG 2018 4.5 hours WS...	10-1000 · Cash, Operati...	-935.00
Bill Pmt -Check	12/29/2023	V982315	PPE 12/28/23	10-1000 · Cash, Operati...	-935.00
Total Asquith Business Service					-1,870.00
AT&T CALNET 3					
Bill Pmt -Check	12/14/2023	266048		10-1000 · Cash, Operati...	-30.62
Bill Pmt -Check	12/29/2023	266463		10-1000 · Cash, Operati...	-59.47
Bill Pmt -Check	12/29/2023	266464		10-1000 · Cash, Operati...	-49.31
Total AT&T CALNET 3					-139.40
B of A					
Bill Pmt -Check	12/14/2023	V981798	paydate 12/14/23	10-1000 · Cash, Operati...	-18,892.18
Bill Pmt -Check	12/29/2023	V982266	paydate 12/28/23	10-1000 · Cash, Operati...	-19,127.34
Total B of A					-38,019.52

Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
December 2023

Type	Date	Num	Memo	Account	Amount
CALPERS (Health)					
Bill Pmt -Check	12/28/2023	913064	January 2024	10-1000 · Cash, Operati...	-7,820.82
Total CALPERS (Health)					-7,820.82
CALPERS (Retirement)					
Bill Pmt -Check	12/14/2023	913021	PPE 12/8/23	10-1000 · Cash, Operati...	-872.11
Bill Pmt -Check	12/14/2023	913018	Monthly ER Classic UAL ...	10-1000 · Cash, Operati...	-9,899.83
Bill Pmt -Check	12/14/2023	913019	PPE 12/8/23	10-1000 · Cash, Operati...	-2,658.54
Bill Pmt -Check	12/28/2023	913067	PPE 12/22/23	10-1000 · Cash, Operati...	-872.11
Bill Pmt -Check	12/28/2023	913065	PPE 12/22/23	10-1000 · Cash, Operati...	-2,702.82
Total CALPERS (Retirement)					-17,005.41
CALPERS 457 PLAN					
Bill Pmt -Check	12/14/2023	913020	PPE 12/8/23	10-1000 · Cash, Operati...	-1,024.28
Bill Pmt -Check	12/28/2023	913066	PPE 12/22/23	10-1000 · Cash, Operati...	-1,026.79
Total CALPERS 457 PLAN					-2,051.07
CAPCOA California Air Pollution Control O					
Bill Pmt -Check	12/04/2023	265659		10-1000 · Cash, Operati...	-1,258.65
Bill Pmt -Check	12/14/2023	265973		10-1000 · Cash, Operati...	-150.00
Total CAPCOA California Air Pollution Control O					-1,408.65
Clientworks, Inc.					
Bill Pmt -Check	12/04/2023	V981091	Oct. 2023 remote support	10-1000 · Cash, Operati...	-603.75
Bill Pmt -Check	12/14/2023	V981825		10-1000 · Cash, Operati...	-2,540.40
Bill Pmt -Check	12/14/2023	V981825	TAG 2018, and Nov. IT s...	20-1000 · Cash, Restrict...	-415.00
Total Clientworks, Inc.					-3,559.15
CSDA					
Bill Pmt -Check	12/29/2023	266427	CSDA 2024 membership	10-1000 · Cash, Operati...	-5,546.00
Total CSDA					-5,546.00
English Mountain Ranch					
Bill Pmt -Check	12/14/2023	V981812		10-1000 · Cash, Operati...	-4,755.76
Total English Mountain Ranch					-4,755.76
Hahn, J. aka Wolf Creek Wood Stoves					
Bill Pmt -Check	12/07/2023	V981655		20-1000 · Cash, Restrict...	-12,000.00
Bill Pmt -Check	12/28/2023	V982307		20-1000 · Cash, Restrict...	-8,500.00
Total Hahn, J. aka Wolf Creek Wood Stoves					-20,500.00

Northern Sierra Air Quality Management District
Payment details by Vendor Board Report
December 2023

Type	Date	Num	Memo	Account	Amount
Heat Transfer Systems					
Bill Pmt -Check	12/07/2023	V981709		20-1000 · Cash, Restrict...	-23,593.75
Bill Pmt -Check	12/28/2023	V982368		20-1000 · Cash, Restrict...	-25,120.72
Total Heat Transfer Systems					-48,714.47
House of Print and Copy					
Bill Pmt -Check	12/14/2023	266009	bus scards Suzie	10-1000 · Cash, Operati...	-46.44
Total House of Print and Copy					-46.44
Hunter, Julie					
Bill Pmt -Check	12/07/2023	V981697	Misc Office supplies	10-1000 · Cash, Operati...	-144.12
Total Hunter, Julie					-144.12
Intermountain Disposal, Inc. Vendor					
Bill Pmt -Check	12/04/2023	265700	TAG 2018 Residential	20-1000 · Cash, Restrict...	-163.40
Bill Pmt -Check	12/04/2023	265701		20-1000 · Cash, Restrict...	-1,414.47
Bill Pmt -Check	12/29/2023	266458		10-1000 · Cash, Operati...	-33.03
Bill Pmt -Check	12/29/2023	266459	metal hauling TAG 2018	20-1000 · Cash, Restrict...	-165.00
Total Intermountain Disposal, Inc. Vendor					-1,775.90
James Merzon					
Bill Pmt -Check	12/14/2023	V981900	Jan 2024 Rent	10-1000 · Cash, Operati...	-555.00
Total James Merzon					-555.00
Mikki Brown					
Bill Pmt -Check	12/14/2023	266073	vision	10-1000 · Cash, Operati...	-227.25
Total Mikki Brown					-227.25
Quincy Hot Spot					
Bill Pmt -Check	12/04/2023	265682	WRP-200405-1 Whitaker	20-1000 · Cash, Restrict...	-5,000.00
Bill Pmt -Check	12/07/2023	265779		20-1000 · Cash, Restrict...	-17,229.40
Bill Pmt -Check	12/07/2023	265779	Martinez	20-1000 · Cash, Restrict...	-250.00
Bill Pmt -Check	12/28/2023	266446		20-1000 · Cash, Restrict...	-13,491.75
Total Quincy Hot Spot					-35,971.15
Sierra Timberline					
Bill Pmt -Check	12/04/2023	V981085		20-1000 · Cash, Restrict...	-15,000.00
Bill Pmt -Check	12/29/2023	V982281	WRP-2023-0027 Damsk...	20-1000 · Cash, Restrict...	-5,000.00
Total Sierra Timberline					-20,000.00

Northern Sierra Air Quality Management District Payment details by Vendor Board Report December 2023

Type	Date	Num	Memo	Account	Amount
Singleton Auman PC					
Bill Pmt -Check	12/29/2023	266460	fiancial audit 2023	10-1000 · Cash, Operati...	-1,700.00
Total Singleton Auman PC					-1,700.00
Sonoma Technology					
Bill Pmt -Check	12/29/2023	V982350	TAG 2018, Burn Curtailm...	20-1000 · Cash, Restrict...	-5,732.90
Total Sonoma Technology					-5,732.90
Supervisor Adams					
Bill Pmt -Check	12/14/2023	266019	Board Meeting	10-1000 · Cash, Operati...	-100.00
Total Supervisor Adams					-100.00
Supervisor Bullock					
Bill Pmt -Check	12/14/2023	V981873	Board Meeting	10-1000 · Cash, Operati...	-100.00
Total Supervisor Bullock					-100.00
Supervisor Ceresola					
Bill Pmt -Check	12/14/2023	V981884	Board Meeting and Travel	10-1000 · Cash, Operati...	-100.00
Total Supervisor Ceresola					-100.00
Supervisor Scofield					
Bill Pmt -Check	12/14/2023	266052	Board Mtg	10-1000 · Cash, Operati...	-100.00
Total Supervisor Scofield					-100.00
Tyrus Chimney Sweep					
Bill Pmt -Check	12/07/2023	265835		20-1000 · Cash, Restrict...	-1,750.00
Bill Pmt -Check	12/28/2023	266480		20-1000 · Cash, Restrict...	-2,000.00
Total Tyrus Chimney Sweep					-3,750.00
US Bank					
Bill Pmt -Check	12/21/2023	266202		10-1000 · Cash, Operati...	-7,896.51
Bill Pmt -Check	12/21/2023	266202		20-1000 · Cash, Restrict...	-1,185.01
Total US Bank					-9,081.52
Wizix Technology Group					
Bill Pmt -Check	12/14/2023	266066		10-1000 · Cash, Operati...	-194.38
Total Wizix Technology Group					-194.38
TOTAL					-251,690.55

To: Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: January 22, 2024

Agenda Item: V.A

Agenda Description: Financial Quarterly Report for December 2023

Summary:

The second quarter for FY 2023-2024 (December 2023) is available for review and discussion.

Requested Action:

Review and approve the 2nd Quarter Report for December 2023

ROLL CALL VOTE REQUESTED

Attachments:

1. Profit and Loss Operating July through December 2023
 2. Profit and Loss Restricted July through December 2023
 3. Profit and Loss District Wide July through December 2023
 4. Balance Sheet as of December 31, 2023
-

To:Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: January 22, 2024

Agenda Item: V.B

Agenda Description: Revision of Personnel Policy 2165.2.10 – Rate of Compensation

Summary:

The current Personnel Policies 2165.2.10 for Per Diem Allowance is outdated and does not reflect the current travel rates. This item is being brought to the Board to revise Personnel Policy 2165.2.10 to utilize the U.S. General Services Administration rates for Per Diem during District travel.

Requested Action:

Review and Approve Personnel Policy 2165.2.10 – Rate of Compensation

ROLL CALL VOTE REQUESTED

Attachments:

Draft revision of Personnel Policy 2135.2.10 – Rate of Compensation (redline version)

2165.2.10 Rate of Compensation:

2165.2.10.1 Mileage: Authorized travel on District business by privately-owned automobile shall be compensated at the current IRS rate per mile traveled, with total reimbursement not to exceed the cost of tourist rate commercial air travel when available. Travel by other than privately-owned automobile shall be compensated in accordance with actual costs incurred, and shall not exceed the cost of tourist rate commercial air travel. Exceptions to the above cost limitations shall be approved in advance by the District Board.

2165.2.10.2 Per Diem: Authorized travel to and from official convention or conference headquarters and all other official District travel requiring an officer or employee to be absent from his or her residence for one or more nights, shall, for purposes of providing meals and lodging, be compensated at ~~the rates determined by the U.S. General Services Administration (GSA) - \$75.00 for each full 24-hour period he or she is away from his or her residence on out-of-district travel and at \$65.00 for each full 24-hour period he or she is away from his or her residence on travel within the District.~~ In determining the number of full days and fractions thereof away from the place of residence, no fraction less than 1/4 of a day shall be compensated. The fractional days to be allowed for the days of departure and return shall be determined by the quarter of the day during which travel begins and ends. Should it be necessary for an officer or employee attending an official convention or conference to obtain meals and lodging at a specified facility or location, wherein the costs of such meals and lodging exceed the amounts stated herein, the officer or employee may be reimbursed in accordance with the actual costs incurred, upon submission of the necessary receipts or vouchers. **When lodging and/or meals are paid by District charge card, per diem shall not apply and the necessary receipts and vouchers shall be submitted for the actual costs incurred.** The limitations on allowable costs incurred by use of the District charge card shall be as stipulated above for per diem.

2165.2.10.3 Meal Allowance: Officers and employees traveling on District business, who complete the trip within one working day, shall receive no per diem pay, except that a meal allowance shall be authorized if the employee or officer is required to be away from his or her normal place of business. When travel is wholly between the hours of 7:00 a.m. and 7:00 p.m., lunch is the only meal expense which may be claimed on a one day trip. Meal expenses shall be

reimbursed at the actual costs of meals up to the following maximums ~~current U.S. General Services Administration (GSA) GSA rates~~ and exclusive of sales tax.

U.S. General Services Administration:-
gsa.gov/travel/plan-book/per-diem-rates

2165.2.10.3.1 Breakfast	\$ 7.00 Current GSA
2165.2.10.3.2 Lunch	\$10.00 Current GSA
2165.2.10.3.3 Dinner	\$18.50 Current GSA

This limit on meals shall not apply when an employee is attending an official District function where the costs of meals exceed the stated maximums.

To:Northern Sierra Air Quality Management District Board of Directors

From: Julie Hunter, Air Pollution Control Officer

Date: January 22, 2024

Agenda Item: V.C

Agenda Description: Policy 3020.30 Revision– Warrants

Summary:

Based on the current Policy 3020.30, the APCO is required to “review and approve each invoice prior to authorizing payment”. This involved signing each invoice, whereas, the batch warrant that itemizes each invoice is reviewed, approved and signed prior to authorizing payment. This item is brought to the Board to revise Policy 3020.30 to: “review and approve all batch warrants associated with all invoices prior to authorizing payment”. This process will streamline the approval of invoices.

Requested Action:

Review and Approve Policy 3020.30 revision.

ROLL CALL VOTE REQUESTED

Attachments:

Draft revision of Policy 3020.30 – Warrants (redline version)

3020.30

Warrants

The Board of Directors authorizes the APCO to approve the payment of District expenses that are within the fund limits approved by the Board for each budget line item. This authorization is only valid when the warrant request includes the APCO's and Board Clerk's signatures. The APCO shall review and approve all batch warrants associated with all invoices prior to authorizing payment~~review and approve each invoice prior to authorizing payment and m~~Mark each invoice to prevent reuse. Warrant requests shall be ratified by the Board at the next regular Board meeting and all invoices related to the warrant request shall be made available for Board review at the time of ratification. Such authorization and warrant ratification is valid, except as follows:

To:Northern Sierra Air Quality Management District Board of Directors

From:Julie Hunter, Air Pollution Control Officer

Date:January 22, 2024

Agenda Item VI

Agenda Description: Proposed Revision of Rule 318 – American Valley Burning Restrictions

Background:

Around 1990, there was a serious problem in the Quincy area with smoke during the winter, due to a combination of wood stoves and open burning.

On March 27, 1991, the NSAQMD Board adopted Rule 318, following a public hearing. It limited burning to April and October throughout the Quincy FPD and defined the American Valley as the entire QFPD, including any areas that are excluded because of interior boundaries. This definition of the American Valley was taken from the 1990 Plumas County wood stove ordinance.

On August 11, 1994, the NSAQMD Board amended Rule 318 at the request of the Plumas County Board of Supervisors, which made the request upon recommendation of the American Valley Air Quality Advisory Committee. This amendment established the current burn dates for the American Valley (March 16 through November 14) and banned all open burning in Quincy and East Quincy. A widely circulated map depicts the area where all open burning is banned.

On May 8, 1996, the NSAQMD Board amended Rule 318 (again at the request of the Plumas County Board of Supervisors and the American Valley Air Quality Advisory Committee) to assure at least 15 burn days in the fall.

In November 2022, a pile burn was approved by the District with an exemption from the APCO in 2022 in the No Burn Zone to the East of the Quincy High School to eliminate hazardous fuels. This burn was conducted in cooperation with Quincy High School and the NSAQMD, and was a successful burn, removing fuels that could threaten the high school.

Summary:

Due to the current hazardous fuel loads in the American Valley, the District has had several requests to burn in the No Burn Zone and in the Seasonal Burn Zone outside the seasonal restrictions to reduce these hazards.

Currently, the Rule states that outside the No Burn Zone (Burning Restricted Zone), “Agricultural” burns shall be required year-round. Agricultural burns are defined as:

1. Open outdoor fires used in agricultural operations in the growing of crops or raising of fowl or animals, or open outdoor fires used in forest management, range improvement, or the improvement of land for wildlife and game habitat, or disease or pest prevention.

2. *Open outdoor fires used in the operation or maintenance of a system for the delivery of water for the purposes specified in subdivision (1).*
3. *Open outdoor fires used in wildland vegetation management burning. Wildland vegetation management burning is the use of prescribed burning conducted by a public agency, or through a cooperative agreement or contract involving a public agency, to burn land predominantly covered with chaparral, trees, grass, or standing brush.*

Therefore, “agricultural” burns outside of the No Burn Zone are allowed year-round according to the definition and Rule 318. However, the fuel loading in the No Burn Zone has become hazardous and potentially dangerous. This item is for discussion with the Board to propose revising Rule 318 to:

“All open burning of yard waste and debris or other rubbish shall be banned 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”

Requested Action:

Discuss the revision of Rule 318, and if deemed appropriate, place Public Notice for a Public Hearing for February 19, 2024

Attachments:

1. Rule 318 – American Valley Burning Restrictions
 2. Rule 300 – General Definitions
 3. Rule 318 Map: <https://maphub.net/Map-It/quincy-seasonal-burn-areas>.
-

**REGULATION III
OPEN BURNING**

Rule 318 **American Valley Burning Restrictions**

All open burning of yard waste and debris or other rubbish shall be banned 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.

In the remainder of that portion of the American Valley that is within the Quincy Fire Protection District,

- 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.

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

**REGULATION III
OPEN BURNING**

Rule 300 **General Definitions**

A. **Agricultural Burning**

1. Open outdoor fires used in agricultural operations in the growing of crops or raising of fowl or animals, or open outdoor fires used in forest management, range improvement, or the improvement of land for wildlife and game habitat, or disease or pest prevention.
2. Open outdoor fires used in the operation or maintenance of a system for the delivery of water for the purposes specified in subdivision (1).
3. Open outdoor fires used in wildland vegetation management burning. Wildland vegetation management burning is the use of prescribed burning conducted by a public agency, or through a cooperative agreement or contract involving a public agency, to burn land predominantly covered with chaparral, trees, grass, or standing brush.

B. **Agricultural Operation**

The growing and harvesting of crops, or the raising of fowl or animals for the primary purpose of making a profit, or providing a livelihood, or the conduct of agricultural research or instruction by an educational institution.

C. **Agricultural Wastes**

1. Unwanted or unsalable material produced wholly from agricultural operations.
2. Materials not produced wholly from agricultural operations but which are intimately related to the growing or harvesting of crops and which are used in the fields, such as fertilizer and pesticide sacks or containers where the sacks or containers are emptied in the fields, except as prohibited in this Regulation. This does not include such items as shop wastes, demolition materials, garbage, oil filters, tires, pallets, and the like.

D. **AQMD**

Northern Sierra Air Quality Management District.

**REGULATION III
OPEN BURNING**

E. **APCO**

The Air Pollution Control Officer of the Northern Sierra Air Quality Management District, or designated representative.

F. **Approved Ignition Devices**

Those instruments or materials that will ignite open fires without the production of black smoke, including such items as liquid petroleum gas (L.P.G.), butane, propane, or diesel oil burners, flares, or other similar material or ignition device as approved by the APCO. Tires, tar paper, oil, and other similar materials are not approved.

G. **ARB**

The California State Air Resources Board, or any person authorized to act on its behalf.

H. **Designated Agency**

Any agency designated by the ARB as having authority to issue agricultural burning permits. The U.S. Forest Service, the California Department of Forestry and Fire Protection and the Northern Sierra Air Quality Management District are so designated within their respective areas of jurisdiction. (California Code of Regulations - Title 17, Section 80100-C)

I. **Forest Management Burning**

The use of prescribed burning to remove forest debris or for practices which include timber operations, silvacultural practices, or forest protection practices.

J. **Person**

Any person, firm, association, organization, partnership, business trust, corporation, company, contractor, supplier, installer, operator, user or owner, any government agency or public district or any officer or employee thereof.

K. **Prescribed Burning**

Means the planned application of fire to vegetation to achieve any specific objective on lands selected in advance of such application.

**REGULATION III
OPEN BURNING**

L. **Project**

A project shall consist of a parcel of land to be burned that is located in an assigned compartment number or name, unit number or name, timber harvest number or name, or a result of site conversion or rehabilitation, or as determined by the Air Pollution Control Officer.

M. **Range Improvement Burning**

The use of prescribed burning to remove vegetation for a wildlife, game, or livestock habitat or for the initial establishment of an agricultural practice on previously uncultivated land.

N. **Residential Rubbish**

Rubbish originating from a single or two family dwelling on its premises, limited to the following material: paper, cloth, cardboard, tree trimmings, leaves, pine needles, and dry plants.

O. **Section**

As used in these Rules and Regulations, unless some other code is specifically mentioned, all section references are to the California Health and Safety Code.

P. **Silvacultural Practices**

The establishment, development, care, and reproduction of stands of timber.(California Code of Regulations - Title 17, Section 80100-I)

Q. **Timber Operations**

The cutting or removal of timber or other forest vegetation. (California Code of Regulations, Title 17, Section 80100-K)

R. **Wildlands Vegetation Management Burning**

Defined as the use of prescribed burning conducted by a public agency, or through a cooperative agreement or contract involving a

public agency, to burn land predominately covered with chaparral (as defined in the California Code of Regulations, Title 14, Section 1561.1), trees, grass, or standing brush.

To: Northern Sierra Air Quality Management District Board of Directors

From: Melissa Klundby, APCS II

Date: January 22, 2024

Agenda Item Number: VII.A

Description: Monitoring

Information:

Staff has been working to improve internet connectivity at all site. Internet connectivity is important as the sites are remote and the data for these sites is reported to monitoring agencies and the public via the internet. Staff has completed internet maintenance and connectivity at its Chester site and will be completing the remaining three sites weather dependent. These repairs have been made in close collaboration with our IT company Client Works.

New webcams have been installed at the Portola, Quincy, Chester and Truckee locations. These cameras can be viewed on our website at: <https://myairdistrict.com/index.php/air-quality-info/web-cams/> The cameras allow us to see weather conditions and provide security at the sites.

New equipment for testing at the Portola site was received in the office in December and this equipment will be deployed weather permitting. The new equipment measures speciation of pm 2.5 pollutants.

The Grass Valley office recently concluded and audit of its Ozone monitoring machine at the Grass Valley office. These Audits are performed by CARB staff and measure compliance of our sites with monitoring standards. Following the audit staff is working to update our Standard Operating Procedures manuals (SOP's) and to correct any audit findings.

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 outlines by our Standard Operating Procedures manuals (SOP's). Staff also works 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: January 22, 2024

Agenda Item Number: VII.B

Description: Planning Program Update

Information:

Agency Project Reviews

- Between October and December 2023, 19 plan reviews were performed for Nevada County and Grass Valley. (None were performed for Nevada City, Plumas County, or Sierra County.)
- 10 reviews were for the PG&E powerline undergrounding project. The rest of the projects include: 4 cannabis cultivation expansions, an industrial park compliance project, 2 new commercial buildings, and a trail bridge project.
- Two projects are located on soils mapped to contain naturally occurring asbestos and were therefore required to meet stricter asbestos dust standards.
- Of the remaining projects, 10 submitted full dust control plans, and the 7 remaining projects agreed to meet NSAQMD dust control Rule 226.

State Implementation Plans (SIP)

- Julie and Tasha have been working with CARB to complete the BACM section of the Portola PM_{2.5} SIP.
- Suzie has started editing Section I and II of the SIP.
- Tasha has completed a draft of the SIP Emissions Inventory for review by the APCO.

Requested Action:

None, informational only

Attachments:

None

To: Northern Sierra Air Quality Management District Board of Directors

From: Tasha Coleman, APCS II

Date: January 22, 2024

Agenda Item Number: VII.C

Description: Permitting – Quarter: 4

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): 276 facilities
- Vapor Recovery (Gasoline Dispensary Facilities): 69 facilities
- National Forests: 4
- Ranger Districts: 9

Stationary Sources:

- Renewal and throughput forms for the year 2023 will be due January 31, 2024.

Quarter	First	Second	Third	Fourth
Months	Jan-Mar	Apr-June	July-Sept	Oct-Dec
Permit to Operate (PTO) Issued	6	8	9	6

Stationary Engines: Diesel generators that are over 50hp.

- All Permit to Operate payments have been received.

Vapor Recovery

- Waiting for Permit to Operate payments from 5 sites.

Burn Permits

- 4856.6 acres treated by Ranger Districts in the jurisdiction.

Quarter	First	Second	Third	Fourth
Months	Jan-Mar	Apr-June	July-Sept	Oct-Dec
Permits Issued	25	34	6	56

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
Suzie Tarnay, Air Pollution Control Specialist I

Date: January 22, 2024

Agenda Item Number: VII.D

Description: Compliance and Enforcement Information

Complaints in Western Nevada County:

Month	Total Complainants	Complaints by Category
July	4	Dust - 0 Smoke - 4 Garbage - 0 Other - 0
August	4	Dust - 4 Smoke - 0 Garbage - 0 Other - 0
September	9	Dust - 6 Smoke - 1 (burn ban) Garbage - 0 Other - 2 (odor)
October	3	Dust - 0 Smoke - 2 Garbage - 0 Other - 1 (woodstove)
November	14	Dust - 0 Smoke - 8 Garbage - 4 Other - 2
December	2	Dust - 0 Smoke - 2 Garbage - 0 Other - 0
Total	36	

Stationary Source Inspections:

Type	Nevada County	Sierra County	Total
Facilities	8/20	0/10	8/30
GDF	32/41	20/26	52/67*

*There may be a discrepancy in the database, we will investigate next month.

Additional Complaints Received: CAL FIRE-1

Requested Action: None, informational only.

To: Northern Sierra Air Quality Management District Board of Directors

From: Mikki Brown, TAG Specialist

Date: January 22, 2024

Agenda Item Number: VII.E

Description: Targeted Airshed Grant (TAG) Update

Information:

Using Targeted Airshed Grant Funds we hired Cynthia Mejia as a part time district staff member under the EPA TAG funds. She has worked on the TAGs for the last five years and is an asset to the program.

Using 2018 Enforcement Coordinator funds we hired Barry Segulyev through hiring agency Adecco to observe and record opacity during curtailment periods. Barry follows up with letters once a month with folks depending on their wood stove change out status, and location whether city or county. Barry also updates the phone line and website daily with curtailment status.

In Q4 we spent the last of 2015 TAG funds for a total of: \$2,308,607.00 we will continue to work with CARB on the grant close out report.

2018 remaining funds: \$2,028,951.07 (excluding December spending)

Original amount: \$2,970,612.00

This is our primary use grant at the moment for most grant activity. We are working on outreach with CA licensed insulation companies to try to get a weatherization program lifted and additionally working with local firewood suppliers to develop a firewood program for residents within the nonattainment area to receive two-cord firewood vouchers.

2020 remaining funds: \$2,512,738.54

Original funds: \$2,655,967.00

We currently draw funds down from the 2020 grant for pellet to pellet change outs and newer wood stove change outs for non-wood devices and the associated labor time in processing approving these applicants. As we spend down different grant categories such as green waste, we will transition to the 2020 TAG funds.

Requested Action:

None, informational only

Additional Requests:

None

Attachments:

None