

DISTRICT HEADQUARTERS

200 Litton Drive, Suite 320

Mailing Address:

Grass Valley, CA 95945

(530) 274-9360 / FAX: (530) 274-7546

email: [office@myairdistrict.com](mailto:office@myairdistrict.com) or [www.myairdistrict.com](http://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

November 25, 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  
76 Charles Road  
Shoshone, CA 92384

(Site D) VIDEOCONFERENCE/TELEPHONE CONFERENCE  
Nevada County Eric Rood Center 950  
Maidu Avenue  
Nevada City, California

(Site E) VIDEOCONFERENCE/TELEPHONE CONFERENCE  
Chester Sheriff Substation 222  
Willow Way  
Chester, California

Members Present:

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

Members Abstain:

Supervisor Bullock

**I. Standing Orders:**  
**A. Call to Order.**

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

**B. Roll Call and Determination of Quorum.**

A quorum was confirmed. With the following Board members being present:  
Chair Supervisor Ceresola, Vice Chair Supervisor McGowan, Supervisor Adams,  
Supervisor Schofield, Supervisor Roen.

Supervisor Bullock was abstained (he was present but remained off-camera and silent throughout the zoom meeting)

Also, present; Julie Hunter, APCO, Melissa Klundby, APSII, Dawn Lunsford, Clerk of the Board, Erik Marquis and Bill Haire from Bear Yuba Land Trust, Amy Cobden from C.H.I.R.P., Debronna Sanders from Nevada County HR, Tyler McGrarr from McGarr Excavation Inc., and Magdalene Deberg from Inc. Sr. Citizens Sierra County, also had a video from Halls Excavating.

**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 for items not appearing on the agenda.

There was no public comment.

## **II. Approval and/or modification to the agenda**

Supervisor Roen 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.

### **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 – October 28, 2024**

**B. Payment Details by Vendor Board Report – October 2024**

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

## **IV. Administrative Report (Action/Discussion Items)**

### **A. Public Hearing for Consideration to Adopt the Portola Fine Particulate Matter (PM2.5) Serious Attainment Plan (Portola Serious Plan).**

Julie Hunter presented a description on Resolution #2014-17. Julie reported the district staff have been working collaboratively with the California Air Resources Board and the Environmental Protection Agency to develop the Portola Serious Plan. The Portola Serious Plan, once adopted by the Northern Sierra Air Quality Management District Board, will be submitted to CARB and the EPA for inclusion into the State Implementation Plan.

Finding no public or additional comments, Chair Ceresola asked for Board approval.

Supervisor Roen made a motion to approve Resolution #2024-17 adopting the Proposed Portola Fine Particulate Matter (PM2.5) Serious Attainment Plan. Supervisor Scofield seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

### **B. Review of the 2025 Grant Year Proposals for the AB2766 DMV Surcharge Grant and Award of Funds and Authorization for the District Board Chair and APCO to execute Grant Agreements with Applicants as awarded.**

Melissa did an introduction of the 2025 Grant Year Proposals for the AB2766 DMV Surcharge. Each of the participants gave their proposal on how much they were requesting and what the money would go towards.

For the Sierra County participants, the board awarded each of the participants their amounts. Supervisor Roen made a motion to approve. Supervisor McGowan seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

For the Plumas County participants, the board awarded each of the participants their amounts. Supervisor McGowan made a motion to approve. Supervisor Roen seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

For the Nevada County participants, the board awarded each of the participants their amounts. Supervisor Scofield made a motion to approve. Supervisor Roen seconded the motion. The motion was approved unanimously by those in attendance, following a roll call vote.

**C. Authorize the District Board Chair and APCO to execute a Grant Agreement for FARMER grant funds for Chris Meyers.**

Melissa went over the process of the Funding for the FARMER grant Program. Award Decisions are based on the air quality merits of the individual projects. Every County in the pool is awarded at least one project. The contracts for the grant awards are administered by the local Air Districts. NSAQMD received fifteen applications for funding, this year only one of the projects was selected for funding based upon cost effectiveness and a large application pool. This year Meyers Ranch-Pumas County Loader was awarded FARMER funding in the amount of \$165,400.

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

**D. Authorize the District Board Chair and APCO to execute a Grant Agreement for Carl Moyer grant funds for McGarr Excavation.**

Melissa explained that McGarr Excavation has been on the Carl Moyer waitlist for numerous years and was the next in line to receive funding. NSAQMD administers Carl Moyer funding for the replacement of off-road equipment. The Carl Moyer guideline maximum funding amount for off-road equipment is 80%. However, the District has internally capped funding at 70%. The projected project cost is \$315,000 and funding will be capped at 70% of the allowable total project cost. The maximum allowed will be capped at \$220,500.00

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

**E. Authorize the District Board Chair and APCO to terminate Grant Agreement for AB 2766 funds with Sierra Commons, project number AB 2024-03, per applicant's request; and to direct staff to place funds back into Nevada County available funds for the AB2766 Grant Funding Cycle.**

Julie provided details that The Sierra Commons were awarded AB2766 funds and entered into agreement with the Northern Sierra AQMD on January 1, 2024. On November 14, 2025, Sierra Commons emailed the District stating that they no longer could utilize the AB2766 funds for an Electric Charging station and would like to terminate the contract. Julie reported the funds will be \$19,200 which will go back into the AB2766 funds.

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

**F. Authorize the District Board Chair and APCO to move expenditure deadline to June 30, 2025, for AB 2766 funds with County of Nevada Community Development Agency, project number AB 2024-05, per applicant's request.**

Julie explained, the applicant, County of Nevada Community Development Agency had requested an extension of the contract expenditure deadline (see attached request). AB 2024-05 is a project in Nevada County that will increase signage and bicycle usage for Nevada County residents and County employees, thus reducing greenhouse emissions due to auto mobile traffic. This award was in the amount of \$88,000.

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

**V. Director's Report (Informational Only)**

**A. Portola District Rule**

Julie reported now that The Portola City Ordinance 359 will be adopted as the District Rule, extending the boundary from Portola City Limits to include all of Zone 1. The only difference between the Rule and the Ordinance will be the banning of open burning during a woodstove curtailment day. This is outlined in the Serious SIP with a deadline of implementing the Rule by the end of 2025.

**B. Plan Review Fees Update**

At the last board meeting the board had directed Julie to go Kit at the Nevada County Counsel for direction on implementing planning fees. Kit directed Julie to the Deputy County Counsel for advice on how to proceed with implementing planning fees within the county's planning departments. on behalf case of Nevada County, the County does not collect fees on behalf of outside agencies, and therefore the District would have to invoice applicants and collect fees after the plan review. The District does have a method of invoicing, which was discussed at a previous Board meeting. This was described to the Deputy County Counsel and inquired about how the District can place a fee on the planning department's fee schedule, so the applicant is aware of the additional air quality review fee. Still waiting to hear back from the Deputy County Counsel

**VI. 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.

Supervisor Adams recognized Supervisor Scofield will be retiring and will no longer be on the board next year. He will be deeply missed by all.

**VII. Schedule next Meeting** – – Video/Phone Conference January 27, 2025, at 1:00 PM

**VIII. Adjournment**

The meeting was adjourned at 2:04 p.m.