

AIR QUALITY BOARD

**Administrative Meeting
July 7, 2016**

Minutes

A public meeting of the Air Quality Board was held on Thursday, July 7, 2016, in Charleston West Virginia. Members present were J. Michael Koon, Chairman, R. Thomas Hansen, Vice-Chairman, Robert Orndorff, Jr., Walter M. Ivey, Senator Jon Hunter, Grant Bishop and Stanley Mills. Staff members present were Jackie D. Shultz, Clerk, and Kathy C. Coleman, Administrative Secretary.

It being determined a quorum was present, Mr. Koon called the meeting to order and the Board proceeded with its agenda.

Election of Chairman and Vice-Chairman

Mr. Hansen nominated Mr. Koon as Chairman. Mr. Orndorff seconded the motion. There being no further nominations, the Board voted unanimously to elect Mr. Koon as Chairman of the Air Quality Board.

Mr. Ivey nominated Mr. Hansen as Vice-Chairman. Mr. Orndorff seconded the motion. There being no further nominations, the Board voted unanimously to elect Mr. Hansen as Vice-Chairman of the Air Quality Board.

Introduction of new Board Members: Senator Jon Hunter, Stanley B. Mills and Grant Bishop

Chairman Koon introduced Senator Hunter, Mr. Mills and Mr. Bishop and welcomed them to the Board.

Approval of February 23, 2016 Minutes

Mr. Ivey noted one correction to the minutes. After review and upon a motion made by Mr. Ivey and seconded by Senator Hunter, the minutes of the February 23, 2016 meeting were unanimously approved.

Budget and Purchase Card Reports

Ms. Coleman briefly explained the purchase card program for the benefit of the new Board members.

Ms. Coleman presented the Board with 2 purchase card reports: January - March, 2016 and April - June, 2016. Upon a motion duly made by Mr. Bishop and seconded by Senator Hunter, the Board voted unanimously to approve the purchase card reports.

Ms. Coleman advised the Board that 94% of its budget has been expended. Final reports will be available in August. The Board's budget was reduced by \$1,120.00 and the Attorney 2 position remains as a vacant position on the Personal Services Expenditure Schedule.

The Board was informed that Garrett Reporting Service was awarded the court reporter contract for fiscal year 2016-2017 with no increase in the fee schedule.


Lastly, Ms. Coleman informed the Board that the state's mileage reimbursement rate effective July 1, 2016 will remain at .54 per mile until review by the Travel Management Office in January 2017.

Ms. Shultz informed the Board that 4 appeals were filed during fiscal year 2015-2016. Of those appeals, 2 were dismissed by agreed order. The 2 remaining appeals went to evidentiary hearing in 2016 and final orders are being decided and drafted at this time.

There being no further business to come before the Board, the meeting was adjourned.

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I hereby certify that the foregoing is a true and correct record of the proceedings of the Air Quality Board administrative meeting held on July 7, 2016. The Air Quality Board approved these minutes on the 18th day of September, 2017.



Jackie D. Shultz, Clerk
Air Quality Board