

## MINUTES

Eugene Toxics Board  
Fire Conference Room  
Second Floor, Emergency Services Center  
Second Avenue and Chambers Street

February 7, 2009  
3:00 p.m.

PRESENT: David Doll, Chair; Steve Johnson, Jennifer Olson-Morzenti, Stephen Flanagan, Cynthia Kokis, Elizabeth Weaver, Diana Bollenbaugh, members; Glen Potter, Fire & Emergency Medical Services staff.

ABSENT: None.

Mr. Doll called the meeting of the Toxics Board to order.

### I. APPROVAL OF AGENDA/NEW ITEMS

Mr. Doll deemed the agenda approved as presented.

### II. PUBLIC COMMENT

There was no one who wished to offer public comment.

### III. APPROVAL OF MINUTES—October 8, 2008

Mr. Doll offered the following correction:

Page 2, paragraph 2, should read:

Mr. Doll said that ~~it would be helpful if LRAPA lowered the HAP reporting frequency from monthly to semi-annually~~ **LRAPA's HAP reporting requirements were satisfactory as is.**

Ms. Kokis expressed concern about the amount of detail included in the minutes. She would have preferred more detail regarding the report from the LRAPA representative.

Mr. Potter explained the minutes recording procedure and offered to provide a verbatim

transcript of the LRAPA conversation which Ms. Kokis declined.

Mr. Johnson opined the minutes were not for an LRAPA meeting and was comfortable with the level of detail for purposes of the Toxics Board.

Mr. Doll suggested that further questions regarding the LRAPA report should be directed to that agency.

The minutes were approved by consensus with the correction above.

#### **IV. 2009 FEE/FY2010 PROGRAM BUDGET**

Mr. Potter facilitated a review of the following documents included in the agenda packet:

- Memorandum dated January 27, 2009, to the Eugene Toxics Board from Glen Potter, Subject FY10 Program Budget and 2009 Fee Recommendation.
- Toxics Right-to-Know Program Fee History.
- Spreadsheet illustrating Target Revenue and Threshold for FTE dividing line.

Mr. Potter said by state law, the City Council was required to adopt an ordinance establishing fees for the program. He would take the Toxics Board's recommendation to the City Council for a public hearing and possible action on February 17, 2009.

Mr. Johnson, seconded by Ms. Olson-Morzenti, moved to recommend the fee schedule as proposed. The motion passed unanimously, 6:0.

#### **V. SCHEDULE NEXT MEETING/AGENDA ITEMS**

Mr. Potter explained reports were due April 1, 2009, and fees were due May 1, 2009. It was ascertained that neither date would fall on a weekend or holiday, and so reports will be due by midnight on April 1 and fees will be due by midnight on May 1.

The next meeting of the Toxics Board was tentatively scheduled for 3:00 p.m. on May 6, 2009, in the Pete & Jerry Room at the Downtown Fire Station, 13<sup>th</sup> & Willamette.

The meeting adjourned at 3:30 p.m.

*(Recorded by Linda Henry)*