

ENVIRONMENTAL QUALITY BOARD

601 57th Street, SE
Charleston, West Virginia 25304
(304) 926-0445
Fax: (304) 926-0486

**WEST VIRGINIA ENVIRONMENTAL QUALITY BOARD
MEETING MINUTES**

April 7, 2006

I. General

On Friday, April 7, 2006, a quorum of the members of the Environmental Quality Board (hereinafter referred to as the "Board") conducted a public meeting at the Board offices located at 601 57th Street, S.E., Charleston, and Kanawha County, West Virginia. Dr. Snyder, Chair of the Board called the meeting to order at 8:45 a.m.

Board Members present:

Dr. Ed Snyder, Chair
Dr. James Van Gundy
Mr. William Gillespie
Mr. Ted Armbrrecht

Absent Board Member:

Dr. Scott Simonton

Staff Members Present were as follows:

Kathy Coleman, Administrative Secretary
Sandra Castillo, Clerk of the Boards
Wendy Radcliff, Attorney for the Boards

Whereupon, the Board addressed the issues set forth in the meeting agenda as follows:

I. Administrative Matters

- 1.) Review and approval of the Board Minutes from the March 16, 2006 meeting.
- 2.) Discussed Budget report provided by Kathy Coleman.

Budget Reports:

The Board members were provided with a financial update as of March 31, 2006. A copy of this report is attached and made a part of these minutes as Exhibit "A". Ms. Coleman reported that as of March 31st the Boards have spent 38% of the

combined AQB/EQB budget, which represents a nine month period, 75 % of the fiscal year.

The Attorney General's Office has approved the request to increase Wendy Radcliff's part-time hours from 20 to 30 hours per week, which will be split between the Environmental Quality Board, Air Quality Board and the Surface Mine Board. The hourly rate increased only slightly - from \$38.50 to a new rate of \$41.67 and \$60 per hour for overtime.

Dr. Snyder suggested implementing a "computer replacement plan" to begin fiscal year 2007.

Personnel Matters: Merit raises were approved by the Board. The paperwork required to process the increases will be sent to the Governor's Office for consideration; however, the Board members were informed that the Governor has not lifted the state-wide freeze for merit based salary increases.

Whereupon, Mr. Ambrecht moved and Mr. Gillespie seconded that the April 7, 2006, meeting be adjourned and the motion carried unanimously 4 to 0.

I hereby certify that the forgoing is a true and correct record of the proceedings of the meeting held on April 7, 2006, by the West Virginia Environmental Quality Board.

The Environmental Quality Board approved these minutes on July 21, 2006.


Sandra Castillo, Clerk



AIR QUALITY BOARD AND ENVIRONMENTAL QUALITY BOARD

601 57th Street, SE, Charleston, WV 25304
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MEMORANDUM

To: **Air Quality Board** **Environmental Quality Board**
Mike Koon, Chair Edward Snyder, Chair
John Calvert, Vice Chair Scott Simonton, Vice Chair
Randy Curtis Edward C. Armbrrecht, Jr.
Bob Foster William H. Gillespie
Tom Hansen James Van Gundy
Doug Hudson

From: Kathy Coleman

Date: April 6, 2006

Re: Budget Update

Budget Reports

Please see attached reports which provide a financial update through March 31, 2006:

Air Quality Board - **Attachment 1**

Environmental Quality Board - **Attachment 2**

Environmental and Air Quality Boards Combined Budget - **Attachment 3**

As of March 31, 2006, the Boards have spent 38% of the AQB/EQB combined budget which represents a nine month period, 75% of the fiscal year.

Office of Attorney General - New Agreement

The Office of Attorney General approved the Boards' request of increasing the number of hours of legal services provided by Wendy Radcliff, from 20 to 30 hours per week. Additionally, the new agreement increases the hourly rate from \$38.50 to a new rate of \$41.67 per hour. If over 30 hours is required, the rate will be adjusted to \$60 per hour.

Fiscal Year 2007 - AQB/EQB Combined Budget

The Boards' fiscal year 2007 AQB/EQB combined budget consists of the following:

Air Quality Board (General Revenue)	\$ 97,126
Environmental Quality Board (General Revenue)	\$139,171
EQB Groundwater Fund (Special Operating)	<u>\$ 82,147</u>
Total Funding	<u>\$318,444</u>

In comparison to the current budget, the AQB's budget was reduced by \$9,808 and the EQB's reduction totaled \$18,600.

The cut in funding was initiated by the Department of Environmental Protection and the funds transferred to the DEP's new Water Quality Standards Program.

Please be aware, the funding from the EQB Groundwater Fund is the projected carry forward balance from fiscal year 2006.

The fiscal year 2007 expenditure schedules are due to the Budget Office on May 1st and will be mailed to you.

If you have any questions, you may contact me at 926-0445, ext. 1682 or let me know during the next Board meeting.

ENVIRONMENTAL QUALITY BOARD
Fiscal Year 2006
Expenditures Paid and Accrued as of 3/31/06

EXPENDITURE	BUDGET*	JULY 05	AUG 05	SEPT 05	OCT 05	NOV 05	DEC 05	JAN 06	FEB 06	MAR 06	YTD	BALANCE	% SPENT
001 Salaries	33,812	1,401.00	2,463.75	2,818.00	2,818.00	2,855.50	2,855.50	2,855.50	2,855.50	2,855.50	23,778.25	10,033.75	70.32%
002 Per Diem	12,450	1,800.00		600.00	600.00	600.00	1,350.00	600.00	150.00	600.00	6,300.00	6,150.00	50.60%
001/002 Reserve / Per Diem and Salary Increases	10,000										0.00	10,000.00	0.00%
004 Annual Increment	125	125.00									125.00	0.00	100.00%
010 Personnel Fees	425		80.75		89.25			85.00			255.00	170.00	60.00%
011 Social Security	4,200	251.42	182.88	228.01	276.35	210.34	359.55	255.99	210.07	278.95	2,253.56	1,946.44	53.66%
012 Public Employees' Insurance	3,000	172.32	175.14	200.14	175.14	175.14	175.14	175.14	175.14	175.14	1,598.44	1,401.56	53.28%
014 Workers' Compensation	400				70.39			312.79			383.18	16.82	95.80%
015 Unemployment Compensation	250				86.79			53.21			140.00	110.00	56.00%
016 Pension / Retirement	3,900	160.25	258.72	295.92	295.92	299.84	299.84	299.84	299.84	299.84	2,510.01	1,389.99	64.36%
020 Office Supplies	1,500	10.40	160.59	183.40	85.07	10.40	91.72	206.50	28.40	150.00	928.48	573.52	61.77%
021 Printing / Copying Service	300										0.00	300.00	0.00%
024 Telecommunications	500					41.32					41.32	458.68	8.26%
025 Court Reporter Fees	7,500	242.50		848.00	1,115.00	890.75	230.75	2,277.87			5,604.87	1,895.13	74.73%
025 Other Professional Fees	700	97.50	60.00	99.52		20.37					277.39	422.61	39.63%
025 Legal Counsel Fees - AG's Office	28,000	1,078.00	1,097.25	1,463.00	1,078.00	1,116.50	1,058.75	885.50	38.50	1,200.00	9,015.50	18,984.50	32.20%
026 Travel - Board Members	11,800	716.07		691.16	721.42	536.32	890.68	202.87			3,758.52	8,041.48	31.85%
026 Travel - Staff	750										0.00	750.00	0.00%
027 Computer Services and Website Host	1,750	104.60	93.06	90.77	289.35	94.88	92.26	92.88	98.00	98.00	1,053.80	696.20	60.22%
031 Assoc. Dues and Professional Memberships	72						72.00				72.00	0.00	100.00%
032 BRIM Premium - Liability Insurance	1,880	469.75			469.75			469.75			1,409.25	470.75	74.96%
051 On Line Westlaw and Misc Expense	1,000	225.99	50.00	84.90	50.00	50.00	50.00	50.00	50.00	50.00	680.89	339.11	66.09%
052 Training and Development	1,000					65.85			150.00		215.85	784.15	21.59%
053 Postage	2,000	91.07	100.13	99.36	132.40	52.91	91.97	70.11	71.99	75.00	784.94	1,215.06	39.25%
054 Computer Supplies and Equipment	1,000					14.98			582.00		596.98	403.02	59.70%
077 Books / Periodicals	872	16.23	229.73	48.08	93.71			107.08			494.83	377.17	56.75%
110 PEIA Reserve Fund	400	14.00	25.00	28.00	28.00	28.00	28.00	28.00	28.00	28.00	235.00	165.00	58.75%
151 Debt Service to DEP - Principal	6,158	514.00	514.00	514.00	514.00	514.00	514.00	514.00	514.00	514.00	4,626.00	1,532.00	75.12%
152 Debt Service to DEP - Interest	13,183	1,098.00	1,098.00	1,098.00	1,098.00	1,098.00	1,098.00	1,098.00	1,098.00	1,098.00	9,882.00	3,301.00	74.96%
- Operating Expenses - DEP	8,844	743.00	743.00	743.00	743.00	743.00	743.00	743.00	743.00	743.00	6,687.00	2,157.00	75.61%
Exp. to Exp. FY 2005 Year-End (Fund 3275)		(4,763.07)									(4,763.07)	4,763.07	
Uncommitted Funds (Fund 3275-Groundwater)	82,147.27										0.00	82,147.27	0.00%
Less: FOIA Income											0.00	0.00	
Total	239,918.27	4,568.03	7,332.00	10,133.26	10,829.54	9,418.10	10,001.16	11,383.03	7,092.44	8,165.43	78,922.99	160,995.28	32.90%
*EQB Budget = \$157,771 (General Revenue) + \$82,147.27 (Groundwater/Special Operating) = \$239,918.27													

BOARD AND ENVIRONMENTAL QUALITY BOARD
 Fiscal Year 2006
 Expenditures Paid and Accrued as of 3/31/06

DEPT 05	OCT 05	NOV 05	DEC 05	JAN 06	FEB 06	MAR 06	YTD	BALANCE	% SPENT
2,818.00	2,818.00	2,855.50	2,855.50	2,855.50	2,855.50	2,855.50	23,778.25	10,033.75	70.32%
2,818.00	2,818.00	2,855.50	2,855.50	2,855.50	2,855.50	2,855.50	23,778.25	10,033.75	70.32%
600.00	600.00	600.00	450.00	600.00	150.00	600.00	1,350.00	5,850.00	18.75%
			1,350.00				6,300.00	6,150.00	50.60%
							0.00	14,000.00	0.00%
	157.50			150.00			250.00	0.00	100.00%
							450.00	300.00	60.00%
432.99	483.77	420.63	604.28	466.01	420.09	488.97	4,116.41	3,383.59	54.89%
400.28	350.28	350.28	350.28	350.28	350.28	350.28	3,196.88	2,803.12	53.28%
	131.31			625.57			756.88	18.12	97.66%
	173.58			106.42			280.00	220.00	56.00%
591.80	591.80	599.66	599.66	599.66	599.66	599.66	5,019.77	2,780.23	64.36%
366.79	170.14	20.79	183.44	413.00	56.79	300.00	1,852.92	1,147.08	61.76%
							0.00	600.00	0.00%
		82.64					82.64	917.36	8.26%
848.00	1,115.00	890.75	230.75	2,277.87			5,604.87	4,895.13	53.38%
165.86		33.95					449.81	950.19	32.13%
			154.00	77.00		154.00	1,405.25	10,594.75	11.71%
1,463.00	1,078.00	1,116.50	1,058.75	885.50	38.50	1,200.00	9,015.50	18,984.50	32.20%
							0.00	5,300.00	0.00%
691.16	721.42	536.32	890.68	202.87			3,758.52	8,041.48	31.85%
							0.00	1,500.00	0.00%
181.53	578.70	189.76	184.53	185.76	196.00	196.00	2,107.58	1,392.42	60.22%
			144.00				144.00	0.00	100.00%
	939.50			939.50			2,818.50	941.50	74.96%
109.90	70.00	70.00	70.00	70.00	70.00	70.00	845.89	404.11	67.67%
		131.69			300.00		431.69	1,568.31	21.58%
114.13	153.75	67.73	104.16	93.56	86.67	95.00	967.72	2,032.28	32.26%
		29.95			1,164.00		1,193.95	556.05	68.23%
96.15	187.40			214.15			989.60	610.40	61.85%
56.00	56.00	56.00	56.00	56.00	56.00	56.00	470.00	330.00	58.75%
857.00	857.00	857.00	857.00	857.00	857.00	857.00	7,713.00	2,551.00	75.15%
1,831.00	1,831.00	1,831.00	1,831.00	1,831.00	1,831.00	1,831.00	16,479.00	5,493.00	75.00%
1,321.00	1,321.00	1,321.00	1,321.00	1,321.00	1,321.00	1,321.00	11,889.00	2,827.00	80.79%
							(4,763.07)	4,763.07	
							0.00	82,147.27	0.00%
							0.00	0.00	
15,762.59	17,203.15	14,916.65	16,150.53	18,033.15	13,207.99	13,829.91	132,732.81	214,119.46	38.27%