

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

**MINUTES
November 16, 2006**

A public meeting of the Environmental Quality Board was held on Thursday, November 16, 2006 in Charleston, West Virginia. Members present were: Dr. Edward Snyder, Chairperson; Mr. Edward C. Armbrrecht, Jr; Mr. William H. Gillespie; and Dr. James Van Gundy.

Dr. D. Scott Simonton was not in attendance.

Staff members present were Wendy E. Radcliff, Esquire, Counsel for the Board; Kathy Coleman, Administrative Secretary; and Jackie Shultz, Clerk of the Boards.

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

I. APPEALS

1. ***Appeal 06-19-EQB (Commercial Coal Testing)*** - The evidentiary hearing in this matter was canceled due to an agreement being reached by the parties.
2. ***Appeal 06-16-EQB (City of Belmont)*** - The evidentiary hearing in this matter was canceled due to an agreement being reached by the parties. An Agreed Order was provided for the Board's review and consideration. Upon a motion duly made and seconded, the Board voted unanimously to accept the Agreed Order.
3. ***Appeal 06-17-EQB (Ballard's Chevrolet)*** - The evidentiary hearing in this matter was canceled due to an agreement being reached by the parties. An Agreed Order was provided for the Board's review and consideration. Upon a motion duly made and seconded, the Board voted unanimously to accept the Agreed Order.
4. ***Appeal 05-24-EQB (Alex Rahmi)*** - An Agreed Order was presented to the Board for its review and consideration. After careful review and consideration, the Board determined that the Agreed Order should be modified and advised the parties accordingly.

II. ADMINISTRATIVE MATTERS

1. Minutes of October 16, 2006 Meeting.

Upon a motion duly made by Mr. Armbrrecht and seconded by Mr. Gillespie, the Board voted unanimously to approve the minutes of the October 16, 2006 Board meeting as drafted.

2. Budget Update.

The Board members were provided with a financial update thru October 31, 2006. A copy of the report is attached and made part of these minutes as Exhibit A. Ms. Coleman reported that as of October 31, 2006, which represents 33% of the fiscal year, the Environmental Quality Board has spent 21% of its budget.

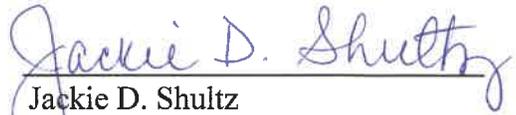
Ms. Coleman informed the Board that 33 appeals have been filed to date during calendar year 2006. In comparison to previous years, 25 appeals were filed during calendar year 2005; 28 appeals were filed during calendar year 2004; and 33 appeals filed during calendar year 2003.

3. Purchase Card Report.

The quarterly purchase card report was provided to the Board. The report details the purchase card transactions for the months of July 2006 thru September 2006, and includes the Citibank monthly statements. A copy of the report is attached and made part of these minutes as Exhibit B. The Board voted unanimously to approve the purchase card report.

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

I hereby certify that the foregoing is a true and correct record of the proceedings of the Environmental Quality Board meeting held on November 16, 2006. The Environmental Quality Board approved these minutes on January 11, 2007.



Jackie D. Shultz
Clerk of the Board



AIR QUALITY BOARD AND ENVIRONMENTAL QUALITY BOARD

601 57th Street, SE, Charleston, WV 25304
Telephone: (304) 926-0445 Fax: (304) 926-0486
e-mail: clerk@wvaqbeqb.org

MEMORANDUM

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

From: Kathy Coleman

Date: November 9, 2006

Re: Fiscal Year 2007 - Budget Reports

Budget Reports

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

Air Quality Board - **Attachment 1**

Environmental Quality Board - **Attachment 2**

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

The reports detail expenses for a four month period, which represents **33%** of the fiscal year. As of October 31, 2006, the Boards have spent the following percentages of their budgets:

Air Quality Board	32%
Environmental Quality Board	21%
AQB/EQB Combined Budget	24%

If you have any questions, please do not hesitate to contact me or let me know during the next Board meeting.



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:**
 Doug Hudson, Chair Edward Snyder, Chair
 Tom Hansen, Vice Chair Scott Simonton, Vice Chair
 Dick Calvert Edward C. Armbrrecht, Jr.
 Randy Curtis William Gillespie
 Bob Foster James Van Gundy
 Mike Koon

From: Kathy Coleman

Date: October 24, 2006

Subject: Purchase Card Report

Please see attached quarterly Purchase Card report and bank statements for your review. The report details purchases during the months of July 2006 through September 2006.

If you have any questions, please contact me or let me know during the next Board meeting.

**Air Quality Board and Environmental Quality Board
Purchase Card Report
July 2006 - September 2006**

Date	Purchased By	Vendor	Description	Amount	Reconciled
July					
7/10/06	Kathy Coleman	US Post Office	AQB & EQB Mailing	27.84	Yes
7/11/06	Kathy Coleman	US Post Office	AQB & EQB Mailing	3.48	Yes
7/12/06	Kathy Coleman	US Post Office	AQB Mailing	38.35	Yes
7/17/06	Kathy Coleman	Walmart Supercenter	Board Meeting Supplies	6.78	Yes
7/19/06	Kathy Coleman	Godaddy.Com	Domain Names Renewals - 3 year period	110.64	Yes
7/19/06	Kathy Coleman	Network Solutions	Domain Names Renewals - 3 year period	149.94	Yes
7/19/06	Kathy Coleman	Office Max	Office Supplies	118.95	Yes
7/21/06	Kathy Coleman	Kroger	Board Meeting Supplies	19.17	Yes
7/21/06	Kathy Coleman	Day Timers	2007 Calendars	69.92	Yes
7/27/06	Kathy Coleman	Office Max	Toner Cartridge	132.99	Yes
7/27/06	Kathy Coleman	Office Max	Toner Cartridge	119.60	Yes
8/3/06	Kathy Coleman	Office Max	Office Supplies	18.08	Yes
			Total	815.74	
August					
8/4/06	Kathy Coleman	Office Max	Office Supplies	259.98	Yes
8/10/06	Kathy Coleman	US Post Office	AQB Mailing	9.28	Yes
8/15/06	Kathy Coleman	US Post Office	EQB Mailing	11.79	Yes
8/28/06	Kathy Coleman	Radio Shack	Cassette Recorder for Board Meetings	47.99	Yes
8/28/06	Kathy Coleman	US Post Office	AQB Mailing	10.35	Yes
			Total	339.39	
September					
9/4/06	Kathy Coleman	Walmart Supercenter	Board Meeting Supplies	10.05	Yes
9/7/06	Kathy Coleman	US Post Office	EQB Mailing	11.59	Yes
9/7/06	Kathy Coleman	Matthew Bender	WV Code Court Rules	34.90	Yes
9/14/06	Kathy Coleman	WV State Auditor's Office	Registration Fee - Payment Processing Seminar	180.00	Yes
9/21/06	Kathy Coleman	Thomson West	Reference Book	163.00	Yes
9/25/06	Kathy Coleman	Fed Ex	Fed Ex WV-11s	59.63	Yes
9/25/06	Kathy Coleman	Fed Ex	Fed Ex WV-11s	15.95	Yes
9/27/06	Kathy Coleman	Office Max	Office Supplies	63.27	Yes
			Total	538.39	

Prepared By: _____

Administrative Secretary & P-Card Coordinator _____

Date _____

Statement Date
 08/03/06

COMPANY BOOKKEEPING DETAIL

ENVIRONMENTAL QUALITY BD							
Monthly Limit		Cash Limit*		Available Credit Line		Available Cash Line**	
\$6,000		\$00		\$5,184		\$00	
Safe Date	Post Date	Reference Number	Type of Activity			Amount	
07/31	07/31	74046586212212641000298	PAYMENT RECEIVED -- THANK YOU			1,065.48 PY	

INDIVIDUAL CARDMEMBER ACTIVITY

COLEMAN, KATHERINE C							
Monthly Limit		Cash Limit*					
\$4,000		\$00					
Safe Date	Post Date	Reference Number	Type of Activity			Amount	
07/07	07/10	24401406188001354588309	USPS 5514560706	CHARLESTON WV	27.84		
07/10	07/11	24401406191001355410888	USPS 5514560706	CHARLESTON WV	3.48		
07/11	07/12	24401406192001354725392	USPS 5514560706	CHARLESTON WV	38.35		
07/15	07/17	24455016196140007573250	WAL-MART #2036	SOUTH CHARLE WV	6.78		
07/17	07/19	24266966199980000868260	GODADDY.COM	480-505-8855 AZ	110.64		
07/17	07/19	24610436199004025305658	NETWORK SOLUTIONS	570-708-8788 VA	149.94		
07/17	07/19	24610436199004042088535	OFFICEMAX CT*IN#485428	800-264-7370 IL	118.95		
07/20	07/21	24445726201522466892117	KROGER #772 SL9	CHARLESTON WV	19.17		
07/20	07/21	24717056201132015214566	DAY TIMERS INC	800-8052615 PA	69.92		
07/25	07/27	24399006207188074807256	OFFICE MAX 00007484	CHARLESTON WV	132.99		
07/25	07/27	24610436207004054088613	OFFICEMAX CT*IN#694589	800-264-7370 IL	119.60		
08/01	08/03	24610436214004042079477	OFFICEMAX CT*IN#873134	800-264-7370 IL	18.08		
TOTAL PURCHASES/ADVANCES/CREDITS					815.74		

* Cash Advance Limit is a portion of your Total Monthly Limit
 ** Available Cash Line is a portion of your Available Credit Line

Statement Date
 09/03/06

COMPANY BOOKKEEPING DETAIL

ENVIRONMENTAL QUALITY BD							
<i>Monthly Limit</i>		<i>Cash Limit*</i>		<i>Available Credit Line</i>		<i>Available Cash Line**</i>	
\$6,000		\$00		\$5,660		\$00	
<i>Sale Date</i>	<i>Post Date</i>	<i>Reference Number</i>	<i>Type of Activity</i>				<i>Amount</i>
08/25	08/25	74046586237237100019126	WVTREASURY				815.74 PY

INDIVIDUAL CARDMEMBER ACTIVITY

COLEMAN, KATHERINE C							
<i>Monthly Limit</i>		<i>Cash Limit*</i>					
\$4,000		\$00					
<i>Sale Date</i>	<i>Post Date</i>	<i>Reference Number</i>	<i>Type of Activity</i>				<i>Amount</i>
08/02	08/04	24399006215188074808023	OFFICE MAX	00007484	CHARLESTON	WV	259.98
08/09	08/10	24401406221001354576030	USPS	5514560706	CHARLESTON	WV	9.28
08/14	08/15	24401406226001355419201	USPS	5514560706	CHARLESTON	WV	11.79
08/24	08/28	24164076237743360458915	RADIO SHACK	00144659	CHARLESTON	WV	47.99
08/25	08/28	24401406237001354514009	USPS	5514560706	CHARLESTON	WV	10.35
TOTAL PURCHASES/ADVANCES/CREDITS							339.39

* Cash Advance Limit is a portion of your Total Monthly Limit
 ** Available Cash Line is a portion of your Available Credit Line

Statement Date
10/03/06

COMPANY BOOKKEEPING DETAIL

ENVIRONMENTAL QUALITY BD					
Monthly Limit		Cash Limit*	Available Credit Line		Available Cash Line**
\$6,000		\$00	\$5,461		\$00
Sale Date	Post Date	Reference Number	Type of Activity		Amount
09/27	09/27	74046586270270100013375	WVTREASURY		339.39 PY

INDIVIDUAL CARDMEMBER ACTIVITY

COLEMAN, KATHERINE C					
Monthly Limit		Cash Limit*			
\$4,000		\$00			
Sale Date	Post Date	Reference Number	Type of Activity		Amount
08/29	09/04	24226386245360751800735	WM SUPERCENTER	SOUTH CHARLES WV	10.05 ✓
09/06	09/07	24401406249001355422067	USPS 5514560706	CHARLESTON WV	11.59 ✓
09/06	09/07	24692166249000695134539	REI*MATTHEW BENDER &CO	800-833-9844 NY	34.90 ✓
09/12	09/14	24073146256900012503798	WV STATE AUDITOR'S OFFICE	CHARLESTON WV	180.00 ✓
09/19	09/21	24110396263008310734797	THOMSON WEST	800-328-4880 MN	163.00 ✓
09/22	09/25	24761976267511416014086	FEDEX PAY-BY-PHONE	800-622-1147 TN	59.63 ✓
09/22	09/25	24761976267511416014235	FEDEX PAY-BY-PHONE	800-622-1147 TN	15.95 ✓
09/25	09/27	24610436269004035055215	OFFICEMAX CT*IN#347610	800-264-7370 IL	63.27 ✓
TOTAL PURCHASES/ADVANCES/CREDITS					538.39

* Cash Advance Limit is a portion of your Total Monthly Limit
** Available Cash Line is a portion of your Available Credit Line