

**NORTH DAKOTA STATE PLUMBING BOARD
MEETING MINUTES
June 25, 2019**

The North Dakota State Plumbing Board met on June 25, 2019, at 1:10 p.m., at the Bank of North Dakota, 1200 Memorial Highway, Room 201 – Leadership Hall, Bismarck, ND, President Heather Jones presided.

Board members present were David Bruschwein – Department of Environmental Quality, Jason Dirk – Journeyman Plumber, Dean Eman – Master Plumber, Jim Fristad – Mechanical Engineer and Heather Jones – Consumer Member.

Staff members present were Brent Beechie – Chief Inspector and Kimberley Tomanek – Business Manager.

Others present were Gage DeGroot – City of Minot, Troy Bormann – City of Fargo, Jim Thorpe and Leonard Schwindt – City of Dickinson, Chris Plante – City of Grand Forks, Ruth and Scott Thompson, My Plumbing Training and Ryan Meisch and Ivan Maas – North Dakota State College of Science.

PUBLIC HEARING

Heather Jones, the acting hearing officer, opened the public hearing at 1:00 p.m. The purpose of the public hearing was to allow interested individuals an opportunity to submit information concerning the following proposed amendments to the future N.D. Administrative Code.

Proposed amendments to N.D. Administrative Code

- Chapter 62-03.1-01 Administration
 - Section 62-03.1-01-01 Conformance With Uniform Plumbing Code
 - Section 62-03.1-01-04 Administrative Powers and Duties
 - Section 62-03.1-01-05 Application for Plumbing Installation Certificates

- Chapter 62-03.1-02 General Regulations
 - Section 62-03.1-02-01 Conformance with other regulations

Proposed repeal to N.D. Administrative Code

- Chapter 62-03.1-02 General Regulations
 - Section 62-03.1-02-02 Uniform Plumbing Code – Exceptions and Modifications

The review of the proposed amendments was completed, no comments were received and the public hearing was closed.

MINUTES

President Jones called for the consideration of the minutes of the February 14, 2019 meeting.

MOTION: Mr. Fristad made a motion to approve the minutes of the February 14, 2019 meeting as received. Mr. Dirk seconded the motion and it was unanimously approved with board members Bruschwein, Dirk, Eman, Fristad and Jones voting in favor.

YEAR-TO-DATE FINANCIAL STATEMENTS AND BUDGET

President Jones called on Ms. Tomanek to review the financial statements and the Fiscal Year-to-Date Budget.

Ms. Tomanek reviewed the financial statements and the Fiscal Year-to-Date Budget.

MOTION: Mr. Dirk made a motion to approve the financial statements as presented. Mr. Bruschwein seconded the motion and it was unanimously approved with board members Bruschwein, Dirk, Eman, Fristad and Jones voting in favor.

2019-2020 FISCAL YEAR BUDGET

President Jones called on Ms. Tomanek to present the Fiscal Year Budget from July 1, 2019 to June 30, 2020.

Ms. Tomanek presented the Fiscal Year Budget from July 1, 2019 through June 30, 2020 for approval with the proposed salary increase of 3%, which is beyond the Legislature mandated 2%, with a minimum of \$120.00 and a maximum of \$200.00 per month increase for each staff.

There was discussion in regards to the overall budget and salary increases for staff.

MOTION: Mr. Eman made a motion to approve 2019-2020 Fiscal Year Budget as presented with a 3% salary increase for all board staff. Mr. Dirk seconded the motion and it was unanimously approved with board members Bruschwein, Dirk, Eman, Fristad and Jones voting in favor.

NEW BUSINESS

2018 North Dakota Plumbing Code

President Jones called on Mr. Beechie to talk about the 2018 North Dakota Plumbing Code.

Mr. Beechie provided each board member with a copy of the final draft of the proposed 2018 North Dakota Plumbing Code. He explained that the proposed final draft will be submitted to the Attorney General's Office, along with the proposed amendments and repeal upon final approval from the Board.

There was some discussion among the board members and staff about the remainder of the process for adopting the 2018 North Dakota Plumbing Code.

MOTION: Mr. Dirk made a motion to approve the 2018 North Dakota Plumbing Code as presented. Mr. Eman seconded the motion and it was unanimously approved with board members Bruschwein, Dirk, Eman, Fristad and Jones voting in favor.

Administrative Rule Amendments and Repeal

President Jones called on Ms. Tomanek to discuss the Administrative Rule Amendments and Repeal.

Ms. Tomanek said that if the Board approves the administrative amendments and repeal, contingent upon the Attorney General's Office approval after the close of the public comment period, the Board will not have to meet again before the request is submitted to Legislative Council for final approval. She indicated that Administrative Rules Committee will hold a meeting in December, making the effective date January 1, 2020.

MOTION: Mr. Fristad made a motion to approve the Administrative Rule Amendments and Repeal as presented, contingent upon approval from the Attorney General's Office after the close of the public comment period. Mr. Eman seconded the motion and it was unanimously approved with board members Bruschwein, Dirk, Eman, Fristad and Jones voting in favor.

Master Plumber License Renewal

President Jones called on Mr. Beechie to review the Master Plumber Renewal.

Mr. Beechie stated that Scott Morrison's Application for Master or Journeyman Plumber license to reinstate his journeyman license was received on March 25, 2019. He continued by saying Scott Morrison was licensed as an Apprentice Plumber in November of 2013, was issued a journeyman license in December of 2013 and issued a master license in April of 2015. The master license expired on December 31, 2016. Mr. Beechie said that in September of 2016, Mr. Morrison was convicted of two counts of Criminal Trespass, served time in jail and was on supervised probation until April 2019. He added that Mr. Morrison submitted a letter of explanation and a letter of support was received by Mr. Morrison's employer, G & T Plumbing & Heating, Inc.

There was discussion among the board members about the license renewal.

MOTION: Mr. Eman made a motion to renew Scott Morrison's journeyman license. Mr. Fristad seconded the motion for further discussion.

There was some more discussion among the board members about the license renewal.

AMENDED MOTION: Mr. Eman made a motion to renew Scott Morrison's journeyman license upon completion of the 2018 Continuing Education Correspondence Course. Mr. Fristad seconded the motion and it was unanimously approved with board members Bruschwein, Dirk, Eman, Fristad and Jones voting in favor.

OLD BUSINESS

North Dakota Continuing Education Requirements for Minnesota Plumbers

President Jones called on Mr. Beechie to talk about North Dakota continuing education for Minnesota plumbers.

Mr. Beechie explained that the Minnesota State Plumbing Board does not give plumbers licensed in North Dakota and Minnesota credit for any of the continuing education requirements completed for North Dakota. He went on to say that the North Dakota State Plumbing Board currently accepts continuing education courses completed for the Minnesota continuing education requirements to plumbers that are licensed in North Dakota and Minnesota, that are Minnesota residents. Mr. Beechie said that he has received several questions from North Dakota plumbers about why North Dakota accepts Minnesota continuing education, but Minnesota does not accept North Dakota continuing education. He concluded by saying that a request to review a continuing education course can be submitted along with a \$25.00 fee to the Minnesota Plumbing Board for review, but is being told by residents of North Dakota that it is not being accepted.

There was discussion among the board members and staff about continuing education.

MOTION: Mr. Eman made a motion to require Minnesota residents that hold a North Dakota plumbing license, to complete one of the approved North Dakota continuing education courses. Mr. Dirk seconded the motion with board members Dirk, Eman and Fristad voting in favor and Bruschwein voting against. The motion was approved 4-1.

(Secretary's Note: Dean Eman left the meeting).

REPORTS

Certificates of Deposit

President Jones called on Ms. Tomanek to discuss certificates of deposit.

Ms. Tomanek stated that there are two \$100,000.00 CDs at Plains Commerce Bank at 2.50%. The \$100,000.00 CD that is currently at BlackRidge Bank will mature on August 5, 2019 that will be reinvested at the banking institution that offers the best rate of return.

2017-2018 and 2018-2019 Fiscal Years Audit Schedule

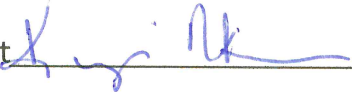
President Jones called on Ms. Tomanek to talk about the 2017-2018 and 2018-2019 fiscal years audit schedule.

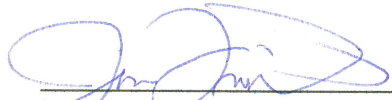
Ms. Tomanek indicated that the audit for fiscal years 2017-2018 and 2018-2019 will be held September 3-6, 2019.

ADJOURNMENT

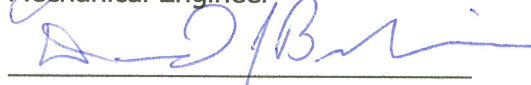
MOTION: Mr. Bruschwein made a motion to adjourn the meeting. Mr. Fristad seconded the motion was approved with board members Bruschwein, Dirk, Fristad and Jones voting in favor.

The meeting adjourned at 3:05 p.m., to meet again on October 29, 2019 in Bismarck for a regular meeting.

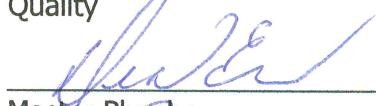
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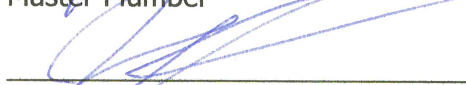
Mechanical Engineer

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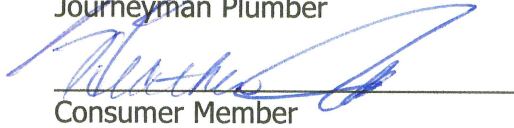
State Department of Environmental
Quality

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Master Plumber

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Journeyman Plumber

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Consumer Member