

**NORTH DAKOTA STATE PLUMBING BOARD
MEETING MINUTES**

October 8, 2013

The North Dakota State Plumbing Board met on October 8, 2013 at 1:00 p.m., in the Suncrest Office Park Conference Room, 1120 College Drive, Room 115, Bismarck, ND, Vice President Wayne Kern presided.

Board members present were Jason Dirk - Journeyman Plumber, Wayne Kern – Vice President/State Health Department and Howard Wrigley - Master Plumber.

Board members Lon Drevecky – President and Heather Jones - Consumer Member were absent.

Staff members present were Brent Beechie - Secretary/Chief Inspector and Kimberley Tomanek - Business Manager.

Others present were Dean Staska – City of Fargo, Bob Leingang and Travis Greff – H.A. Thomspson & Sons.

PUBLIC HEARING

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

Proposed amendment to N.D. Administrative Code

Chapter 62-03.1-02 General Regulations
Section 62-03.1-02-02 Uniform Plumbing Code – Exceptions and modifications
Subsection 6 – Water supply and distribution

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

MINUTES

Vice President Kern called for the consideration of the minutes of the June 18, 2013 meeting.

MOTION: Jason Dirk made a motion to approve the minutes of the June 18, 2013 meeting as received. Howard Wrigley seconded the motion and it was unanimously approved with board members Dirk, Kern and Wrigley voting in favor.

YEAR TO DATE FINANCIAL STATEMENTS AND BUDGET

Vice President Kern called on Ms. Tomanek to review the Financial Statements and Fiscal Year to Date Budget.

Ms. Tomanek presented the Financial Statements and Fiscal Year to Date Budget.

MOTION: Howard Wrigley made a motion to approve the Financial Statements as presented. Jason Dirk seconded the motion and it was unanimously approved with board members Dirk, Kern and Wrigley voting in favor.

NEW BUSINESS

Administrative Rules Amendment

Vice President Kern explained that in order for the proposed amendments to the N.D. Administrative Code to be effective in January 2014, it must be submitted to Legislative Council before November 1, 2013. He suggested that Ms. Tomanek and Mr. Beechie be given approval to proceed with the process.

MOTION: Howard Wrigley made a motion to proceed with the process to adopt the Amendments to the N.D. Administrative Code, contingent upon approval from the Attorney General and the Administrative Rules Committee. Jason Dirk seconded the motion and it was unanimously approved with board members Dirk, Kern and Wrigley voting in favor.

Office of Management and Budget – Policy 513 (Lodging and Receipts and Payments)

Vice President Kern called on Mr. Beechie to present Policy 513 (Lodging and Receipts and Payments) adopted by the Office of Management and Budget.

Mr. Beechie pointed out that with the revised policy, he would no longer be able to utilize his cousin's cabin while traveling to the Watford City area, which is the area he travels to the most. The cost is \$65.00 per night and that is far below the cost of any hotel in the area.

MOTION: Howard Wrigley made a motion to allow Mr. Beechie to continue staying at his cousin's cabin for the cost of \$65.00 per night when working in the Watford City area. Jason Dirk seconded the motion and it was unanimously approved with board members Dirk, Kern and Wrigley voting in favor.

Paul (Craig) Cobb

Vice President Kern called on Mr. Beechie to provide information in regards to Paul (Craig) Cobb.

Mr. Beechie explained that Custer Health sent Mr. Cobb a Notice and Order dated September 6, 2013 that specifically named the North Dakota State Plumbing Board and cited part of the Uniform Plumbing Code that was repealed in 2010. He went on to say that shortly after the first notice, he was contacted by Custer Health and subsequently they sent Mr. Cobb a revised Notice and Order dated September 30, 2013. Mr. Beechie concluded by saying that Custer Health requested a letter from the North Dakota State Plumbing Board recognizing Custer Health as the Authority Having Jurisdiction in reference to the Order against Paul Cobb. The letter from the North Dakota State Plumbing Board to Custer Health was dated October 2, 2013.

OLD BUSINESS

Roy Brooks

Vice President Kern called on Mr. Beechie to provide an update on the application for Roy Brooks.

Mr. Beechie said that in July of 2012, Mr. Brooks was on the agenda because he applied for a Journeyman Plumber license, but subsequently the board denied that application because of Mr. Brooks' criminal history. He continued by saying that Mr. Brooks recently submitted an application for an Apprentice Plumber license and would like the board to decide whether or not to approve the application. Mr. Beechie indicated that he corresponded via email with the Assistant Attorney General, Edward Erickson, and asked Mr. Erickson to provide a letter outlining his professional opinion on whether or not Mr. Brooks should be licensed as an Apprentice Plumber and if the board would have any liabilities in doing so or not doing so. Mr. Beechie explained that at the last meeting, the board delayed making a decision until a response had been received from Mr. Erickson. He said that since the last board meeting a letter dated September 17, 2013 had been received from Mr. Erickson suggesting that the decision can be made at the discretion of the North Dakota State Plumbing Board. A brief discussion followed.

MOTION: Howard Wrigley made a motion to deny the apprentice application submitted by Mr. Brooks. Jason Dirk seconded the motion and it was unanimously approved with board members Dirk, Kern and Wrigley voting in favor.

REPORTS

Website/Content Management System

Vice President Kern called on Ms. Tomanek to provide an update about the Website/Content Management System.

Ms. Tomanek indicated that the contract has been signed with Todaymade and they have begun work on the website and the content management system. She added that she and Ms. Walcker have been attending regular meetings with Todaymade, will be testing the new

content management system in February 2014 and it should be completed by March of 2014.

Audit

Vice President Kern called on Ms. Tomanek to review the information regarding the audit.

Ms. Tomanek said that Brady Martz and Associates is scheduled to start the audit in September and upon completion, each board member will receive a copy of the completed audit.

Inspectors from Local Jurisdictions

Vice President Kern called on attendee, Mr. Staska – City of Fargo to report on plumbing issues and work within his jurisdiction. Mr. Kern thanked Mr. Staska.

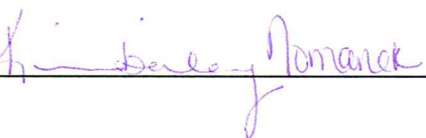
ANNOUNCEMENTS

There were no announcements.

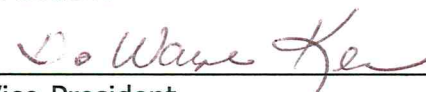
ADJOURNMENT

MOTION: Howard Wrigley made a motion to adjourn the meeting. Jason Dirk seconded the motion and it was unanimously approved with board members Dirk, Kern and Wrigley voting in favor.

The meeting adjourned at 2:24 p.m., to meet again on February 20, 2014.

Attest 

President


Vice-President

Master Plumber


Journeyman Plumber


Consumer Member