

APPROVED

TRADE LICENSING BOARD MINUTES

DATE: 12 APRIL 2011

PLACE: City Manager's Conference Room

MEETING CALLED TO ORDER BY: Wayne Garber

TIME: 5:15 PM

ORDER OF BUSINESS

I. ROLL CALL:

1) PRESENT: Brian Hayden, Philip Nipper, Jason Boyd, Wayne Garber, Jeff Lewis, Joe McCarty and Jerry Seiber

2) ABSENT: NONE

3) ALSO PRESENT: Mr Arnold Blackwell (CITY STAFF) and Mr. Jake Martin (CITY STAFF)

II. READING AND ADOPTION OF MINUTES FROM PREVIOUS MEETING:

- a) Minutes from the 8 February 2011 Board of Electrical Examiners were reviewed and adopted as written. Motion to adopt was made by Joe McCarty and seconded by Jeff Lewis.
- b) Minutes from the 10 February 2011 Board of Plumbing Examiners were reviewed and adopted as written. Motion to adopt was made by Philip Nipper and seconded by Brian Hayden

III. DELIBERATION ON NEW APPLICANTS:

a) NONE

IV. DISCIPLINARY ACTIONS:

a) NONE

V. STAFF REPORT:

a) NONE

VI. UNFINISHED BUSINESS:

a) NONE

VII. NEW BUSINESS:

a) Election of Officers for period through 10 January 2012:

Mr. Wayne Garber was elected as Chairperson by a vote of 7 to 0.

Mr. Philip W. Nipper was elected as Secretary by a vote of 5 to 2. 2 votes were cast for Joe McCarty.

b) Development of By-Laws:

The Board reviewed and discussed the former rules and procedures of both the Board of Plumbing Examiners and the Board of Electrical Examiners and formed a new set of rules and procedures for the use of the Trade Licensing Board. An electronic draft copy was generated and provided to City Staff via the use of a city owned lap top computer. Care was taken by the Board to ensure current ordinance titles, chapters, paragraphs, etc. were cited in the draft Trade Licensing Board Rules and Procedures.

The Board was unable to form exact language for the last paragraph entitled (ADOPTION) due to several changes made to the Code of Ordinances and decided to leave that paragraph as it is written in the former electrical board and plumbing board rules and procedures. Any and all changes needed to the "adoption" paragraph based on the Code of Ordinances shall be determined by City Staff.

After review by all required city personnel / departments, the Board, at a future meeting, will conduct a review of the proposed Trade Licensing Board Rules and Regulations and vote to accept prior to routing to City Council for approval.

VIII. ADJOURNMENT:

The meeting adjourned at 6:30 PM



CHAIRMAN