

APPROVED

TRADE LICENSING BOARD MINUTES

DATE: 14 JUNE 2011

PLACE: City Manager's Conference Room

MEETING CALLED TO ORDER BY: Wayne Garber

TIME: 5:01 PM

ORDER OF BUSINESS

I. ROLL CALL:

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

2) ABSENT: Brian Hayden

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 10 May 2011 meeting were read and approved as written. Motion to approve made by Mr. McCarty and seconded by Mr. Lewis. Motion passed 6 to 0.

III. DELIBERATION ON NEW APPLICANTS:

a) Class II Residential Electrical License in care of Adam G. Humphrey.

After reviewing Mr. Humphrey's application, the board elected to table this case until the July board meeting. This will allow Mr. Humphrey to appear before the Board in person, if he so desires, in order to provide any details and or explanation he may have regarding the length of time that has elapsed between his testing date and Board review of his application. Per the requirements of City Ordinance, Title 12, Chapter 4, paragraph 12-410, "the test grade shall be current within two (2) years of an applicant appearing before the board". Mr. Humphrey's test grade is dated 10 June 2008 thus making his application invalid. The motion to table Mr. Humphrey's case to the next regular meeting was made by Mr. Nipper and seconded by Mr. Seiber. The motion passed 6 to 0.

b) Class II Residential Electrical License in care of Kevin W. Summers.

After review and discussion by the board, Mr. Summer's application was approved. Motion to approve was made by Mr. Lewis and seconded by Mr. McCarty. Motion passed 6 to 0.

IV. DISCIPLINARY ACTIONS:

a) NONE

V. STAFF REPORT:

a) Mr. Martin reported that Mr. Tim Ward, Community Development Division Manager, is currently on medical leave and then will retire his position effective August 2011 after more than 30 years of service.

VI. UNFINISHED BUSINESS:

a) NONE

VII. NEW BUSINESS:

a) Mr. McCarty addressed the Board and City Staff regarding problems surrounding unlicensed contractors performing work within the city and what action the Board could take, if any, to address the problem. Although understanding of the problem, Mr. Nipper stated that those issues are items for Code Enforcement to deal with as it is not part of the Trade Licensing Board's general duties as described in our Rules and Regulations.

VIII. ADJOURNMENT:

The meeting adjourned at 5:45 PM. Motion to adjourn made by Mr. Boyd and seconded by Mr. Lewis.


SECRETARY