

APPROVED

TRADE LICENSING BOARD MINUTES

DATE: 14 AUG 2012

PLACE: City Manager's Conference Room

MEETING CALLED TO ORDER BY: Wayne Garber

TIME: 5:05 PM

ORDER OF BUSINESS

I. ROLL CALL:

- 1) PRESENT: Wayne Garber, Jeff Lewis, Philip Nipper, Jerry Seiber and Brian Hayden.
- 2) ABSENT: Jason Boyd and Joe McCarty.
- 3) ALSO PRESENT: Jake Martin (CITY STAFF)

II. READING AND ADOPTION OF MINUTES FROM PREVIOUS MEETING:

a) Minutes from the 12 June 2012 meeting were read and approved. Motion to approve minutes made by Mr. Hayden and seconded by Mr. Lewis.

III. DELIBERATION ON NEW APPLICANTS:

a) Master Plumber's License ICO Benny Lenderman

After review and discussion, all members present voted in favor of recommending Mr. Lenderman for a Master Plumber's License.

IV. DISCIPLINARY ACTIONS:

a) NONE

V. STAFF REPORT:

a) Mr. Martin reported that the city will soon be adopting new building, electrical and plumbing codes as well as instituting mechanical codes. He went on to ask for the Board's recommendation regarding the adoption of said codes. The Board Chair stated that the Board would be in support of the new codes but asked that a brief outline be provided to the Board describing the changes associated with the new codes prior to the Board making an official recommendation.

Mr. Martin also reported that Board member Jason Boyd would be stepping down as he will soon be an employee of the city and can't remain on the Board.

VI. UNFINISHED BUSINESS:

a) State Contractor's License.

Mr. Lewis reported to the Board detailing the city of Kingsport's processes associated with state -licensed contractors obtaining local permits. He stated that Kingsport requires state-licensed contractors to purchase a temporary local license for \$15.00 dollars and to purchase a city business license for \$50.00 dollars prior to a permit being issued. The temporary license is valid for 12 months.

Mr. Martin stated that Denny Boss was in the process of recommending a change in our local policy which he will bring before City Council for review and approval.

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VII. NEW BUSINESS:

a) Discussion of Adoption of 2012 Codes.

The Board generally supports adoption but requires information regarding what the changes to current code will be. The Board asked Mr. Martin to pass on the Board's request for additional information. Further action was deferred until the next regular meeting.

b) Discussion of Implementing a Mechanical Inspection and Permitting Program.

The Board discussed adding a licensed mechanical contractor as a new board member. Mr. Nipper pointed out that changes to the Board's rules and procedures, which Board make-up is a part of, can be made with the approval of Council. However, he suggested that it may be better to wait until an ordinance change is made to include mechanical inspections and permits before we change the make-up of the Board. The Board went on to ask Mr. Martin to have Mr. Boyd's position on the Board advertised as vacant as soon as possible. No further action was taken.

VIII. ADJOURNMENT:

The meeting adjourned at 5:44 pm. Motion to adjourn made by Mr. Lewis and seconded by Mr. Seiber.

 11 Sept 2012
SECRETARY