

# Manufactured Homes Advisory Committee

## Meeting Minutes

**Date:** March 25, 2003

### Attendee's

Joel Buller  
Larry Hesse  
Dave Johnson  
Loren Kohnen  
Ken Kammerer  
Duane Sanow  
Tom Sandecky for Charles Durenberger  
Randy Vogt  
Scott Lund  
Dave Lindberg  
Duane DeLonais

### Guests

Dan Helle  
Colleen Chirhart

Members Absent: Mark Brunner, Mike Ives

Randy opened the meeting by having all committee members introduce themselves.

Colleen Chirhart, Rules Coordinator for the Minnesota Building Codes and Standards Division, gave a brief over view of the process that needs to be taken in order to propose new rules as well as what needs to be done to propose new legislation. We reviewed the handout from the booklet given to each committee member-Successful Advisory Committee, Procedures for Adopting Rules in Minnesota, Advisory Committee Guideline, Sample Work Plan, Rule Development from Minnesota Rulemaking Manual, Rule Change Request Form and Need Assessment Worksheet which includes information to develop a SONAR (statement of need and reasonableness).

Also Colleen gave us a website to track session laws, statutes or rules. [www.leg.state.mn.us](http://www.leg.state.mn.us) and access the revisor office.

Randy informed the committee that part of the reason of the formation of the committee is to have our state laws and rules parallel the Housing Act of 2000 passed by Congress and signed into law by the President. (Unofficial Copy provided with booklet). The Act requires that states bring their laws and rules into line by 2005. Most of the emphasis will be on installation standards and dispute resolution laws and rules.

We then went through the make up of the committee and the areas that we could still have some member participation, which include county or municipal, lending and citizen organization. If anyone is aware of someone that could and would represent any of these

three areas they can get an application from the Minnesota Building Codes website [www.admin.state.mn.us/buildingcodes/](http://www.admin.state.mn.us/buildingcodes/). We also went through a form, Manufactured Home Advisory Committee, indicating what will constitute a quorum and voting criteria.

Randy updated the committee on some of the issues being reviewed on at the national level by the NFPA Manufactured Housing Consensus Committee and a couple of documents to review and comment on, as an individual, per the federal program by April 24, 2003. CFR 3285 deals with the installation program –training and licensing. CFR 3286 deals with dispute resolution.

Before the next meeting, June 26, 2003 at 1:00 p.m., Minnesota Building Codes and Standards office, the members should review Minnesota Statutes 327.31-.35, 327B and the 24-item checklist.

The review of the statutes is to remind us what the law states and gives a basis for rule. List changes that you may see in the statutes or rules and also review the 24-item checklist as tool to deal with used homes. And legislatively what would need to be done to eliminate the used home sale from “compliance to the standard it was built” and create a manufacture disclosure form similar to a real estate transaction. Although the real estate disclosure discloses problems like water intrusion, bugs, cracks, or roof leaks and not deficiencies of the code which would be some items we would want included.

Other topics of discussion will be sales people licensing and bonding

Submitted By  
Duane DeLonais  
Secretary