

# Meeting Minutes: Ad-Hoc Code Review & Rulemaking Committee

Date: November 16, 2018  
Time: 9:00 a.m.  
Location: Washington Room, Department of Labor and Industry  
443 Lafayette Road No., St. Paul, MN 55117-4344

## Committee Members Present

John Flagg  
Richard Becker  
Rick Jacobs (chair)  
Cathy Tran  
Mike Herman

## Committee Members Absent

None

## DLI Staff & Visitors

Suzanne Todnem, General Counsel (DLI)  
Jim Peterson (DLI)  
Brad Jensen (DLI)  
Mike Johnson (J. Berd)  
Matt Marciniak (IAPMO)  
Trevor Ogilvie (City of Minneapolis)  
Gary Thaden (MMCA)  
Mike Arends (ADS)  
David Radziej (Metro PHCC)  
Nicolle Mechelke (Housing First Minnesota)  
Nick Erickson (Housing First Minnesota)  
Aaron Garson (Advanced Drainage Systems)  
Tom Pahkala (UA Plumbers Local 15)  
Dave Wagner (Plumbing Board member)  
Larry Justin – via teleconference  
Ruth Thompson (My Plumbing Training) – via teleconference

## **1. Call to Order**

The meeting was called to order by Chair Jacobs at 9:03 a.m. Introductions and housekeeping announcements were made. Attendance was taken; a quorum was met with 5 of 5 members present.

## **2. Approval of meeting agenda**

- a. Agenda amended to remove Item 3 from agenda (approval of previous meeting minutes), subsequent items renumbered to reflect that removal.
- b. Motion to approve agenda as amended by Herman and seconded by Flagg. Agenda approved unanimously.

## **3. Regular Business**

Approval of Expense Reports – Jacobs approved the expenses as presented.

## **4. Special Business**

Discussion about the process that will be used to review the 2018 Uniform Plumbing Code (“UPC”). The Committee will accept comments from the public. Members of the public should raise their

hand to comment and will be given five minutes for their first turn to ensure everyone has an opportunity to comment if they so desire.

- The Committee decided:
  - ❖ Chapter 1 (Administration) of the UPC will not be recommended for adoption because the administration chapter is in Minnesota Rules, chapter 1300
  - ❖ Chapter 2 (Definitions) will be reviewed following review of all other chapters to allow for review of definitions as they apply within the respective reviewed chapters
  
- All references to Minnesota Rules, chapter 4715 or specific cites in chapter 4715 in Minnesota rules and statutes have been updated to refer to chapter 4714 or specific cites in chapter 4714. The updated rules and statutes that accurately reflect those references can be viewed online.
  
- The Committee decided to go through each chapter at a high level and first agree on which chapters should be reviewed in detail and which chapters we will not be reviewed in detail. The chapters and appendices not included for detailed review are topics that do not fall under the Plumbing Code in Minnesota or that the Committee does not recommend to become part of the Plumbing Code.

The Committee’s initial review of all chapters and determination of which chapters will be reviewed in detail are as follows:

Chapter/Appendix	Review For possible adoption	Do Not Review For possible adoption
Chapter 1		No
Chapter 2	Yes	
Chapter 3	Yes	
Chapter 4	Yes	
Chapter 5	Yes	
Chapter 6	Yes	
Chapter 7	Yes	
Chapter 8	Yes	
Chapter 9	Yes	
Chapter 10	Yes	
Chapter 11	Yes	
Chapter 12		No
Chapter 13	Yes	
Chapter 14		No
Chapter 15	Yes (Cathy Tran will send interagency report to committee members)	
Chapter 16	Yes	

	(Chapter 17 in MN Plumbing Code)	
Chapter 17	Yes (Chapter 14 in MN Plumbing Code)	
Appendix A	Yes	
Appendix B	Yes	
Appendix C	Yes	
Appendix D		No
Appendix E	Yes	
Appendix F		No
Appendix G		No
Appendix H		No
Appendix I	Yes	
Appendix J		No
Appendix K		No
Appendix L		No
Appendix M		No

- For the detailed review of chapters and appendices as indicated in the above table, the process will be as follows:
  - ❖ Committee members are to review Chapters 3 – 5 for the review at the next scheduled meeting on December 10, 2018.
  - ❖ A Request for Action (“RFA”) should be completed and submitted to recommend a code change, amendment, addition, or deletion.
    - Suzanne will send an RFA template to all
    - RFA does not need to have the financial impact completed on the template
    - RFAs for the December 10<sup>th</sup> meeting (covering chapters 3-5) are due by November 29<sup>th</sup> for timely consideration.
  
- The Committee determined that the MN Plumbing Code in Minnesota Rules chapter 4714 is the controlling/base document for the purposes of this code review process. Therefore, when to submit an RFA is as follows:
  - ❖ If you like the language in the current Minnesota Plumbing Code in chapter 4714 ---- no RFA
  - ❖ If it’s not in chapter 4714 and not in the 2018 UPC but you want it in the MN Code ---- RFA
  - ❖ If it’s in 2018 UPC and ok (and not amended by 4714) ---- no RFA
  - ❖ If it’s in 2018 UPC and not ok---- RFA to delete or change the 2018 UPC language.
  
- It was recommended that scheduled meeting dates be put on the website so as to be easily viewed to allow for public attendance for future scheduled meetings
  
- Next schedule meeting for the Ad-Hoc Code Review & Rulemaking Committee is Dec. 10, 2018, 9:00am. Meeting location will be at 443 Lafayette Rd North, St. Paul MN 55155

**5. Adjournment**

Motion to adjourn by Herman, seconded by Becker. Motion passed unanimously.

Respectfully submitted,

A handwritten signature in cursive script that reads "Rick Jacobs".

Rick Jacobs  
Committee Chair