

Meeting Minutes: Plumbing Board

Date: Oct. 18, 2022
Time: 9:30 a.m.
Minutes by: Lyndy Logan
Location: Minnesota Room, DLI, 443 Lafayette Rd. No., St. Paul, MN 55155

Members

1. Sam Arnold
2. Richard Becker (Chair)
3. Mike Dryke – via phone
4. Kent Erickson (Secretary)
5. Justin Parizek
6. Troy Seitz – via phone
7. Scott Stewart
8. Rick Wahlen
9. Mike Westemeier (DLI CO's Designee)
10. Shane Willis – via phone

Members Absent

Mike Herman (Vice Chair)
David Weum (MDH CO's Designee)

DLI Staff & Visitors

Brittany Wysokinski (Board. Counsel, DLI) – phone
Lyndy Logan (DLI)
Sean O'Neil (DLI)
Brad Jensen (DLI)
Chuck Olson (DLI)
Nick Decker (Veit) – phone
Nick Erickson (Housing First)
John Hass (Veit) – phone
Rick Jacobs (Plumbers Local 34)
Mike Johnson (J-Berd Mechanical)
Stephanie Menning (MUCA) – via phone
Tom Pahkala (Plumbers #15)
Gary Schick (City of Rochester)
Ruth Thompson (My Plumbing Training) – phone

1. **Call to Order, Chair Presiding**

- A. The meeting was called to order by Chair Becker at 9:33 AM. Roll call was taken by the Secretary and a quorum was declared with 10 of 12 voting members present in person or via phone.
- B. Announcements – Introductions (members and attendees)
 - All handouts discussed and meeting information are posted on the Board's website.
 - Everyone present in person and via phone can hear all discussions.
 - All votes will be taken by roll call if any member is attending by phone.

2. **Approval of meeting agenda**

A motion was made by Erickson, seconded by Wahlen, to approve the agenda as presented. The roll call vote was unanimous with 10 votes in favor; the motion carried.

3. **Approval of previous meeting minutes**

A motion was made by Wahlen, seconded by Erickson, to approve the July 19, 2022, regular meeting minutes as presented. The roll call vote was unanimous with 10 votes in favor; the motion carried.

4. **Regular Business**

Expense reports were approved.

5. Special Business

- A. Enforcement & Licensing update – Sean O’Neil – summarized plumbing enforcement actions found [here](#).
- B. Department updates – Mike Westemeier
Westemeier said that plumbing plan review has a 7 week backlog and they’ve hired another plan reviewer.

6. Committee Reports

Construction Codes Advisory Council (CCAC) – Mike Herman (rep) / Richard Becker (alt). The last CCAC meeting was held on Sept. 29, 2022. The presentation can be found at <https://www.dli.mn.gov/sites/default/files/pdf/ccac-presentation092922.pdf>

7. Complaints and Correspondence

None

8. Open Forum

- Nick Decker, Veit, said he realizes staff are busy this time of year but it’s taking two weeks for inspections to be completed.
- Chair Becker said this is outside of the board’s purview, but he will turn this over to Brad Jensen, CCLD’s Plumbing Inspections supervisor, and Mike Westemeier, CCLD’s Plumbing Plan Review supervisor.
- Westemeier said CCLD has six inspectors that are covering the entire state; municipal inspectors cover a much smaller area. Brad traveled 240 miles just to get to one inspection and then had to return 240 miles just to get back home – Brad tries to book more than one in an area, but he still might have to travel halfway across the state to get there.
- Jensen said they normally complete inspections within a couple days of scheduling. He has never made contractors wait two weeks. There are six state inspectors covering the entire state, we're trying to do the best we can. He did get authorization to hire another inspector so this will help. Jensen also noted that he will accept images/pictures.
- Stephanie Menning, Minnesota Utility Contractors Association, asked if Jensen could provide guidance on doing a remote inspection (using pictures/images) so she can share this information with her members. She asked Jensen if there is a checklist to follow for sending photos, something very specific she can send to contractors to ensure that the photos and documentation provided to the department is acceptable.
- Jensen said they haven’t completed a virtual inspection checklist yet, but each inspector has talked to contractors that they've worked with for a long time for certain things like fittings in the proper direction, valves that have been installed, manhole structures that have been installed properly so the water stop rings have been installed properly.
- Menning asked if it would be possible for the department to create a checklist so they have a clear understanding of what the expectation is so they could schedule a remote inspection.
- Jensen said they are working on a checklist, but it is not yet available.

9. Board Discussion

None

10. Announcements

Next regularly scheduled meeting in 2023, 9:30 a.m., in-person at DLI / remote option TBD

- January 17, 2023

11. Adjournment

A motion was made by Erickson, seconded by Westemeier, to adjourn the meeting at 10:00 a.m. The roll call vote was unanimous with 10 votes in favor of the motion; the motion passed.

Respectfully submitted,

Kent Erickson

Kent Erickson

Secretary

Green meeting practices

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