

NORTH DAKOTA STATE ELECTRICAL BOARD MINUTES
SPECIAL MEETING
TUESDAY, JANUARY 17, 2012

The North Dakota State Electrical Board was called to order at 8:45 a.m. at the offices of the North Dakota State Electrical Board, 1929 North Washington Suite A-1, Bismarck, North Dakota. Members present were: Rod Mayer and Earl Scherer. Members appearing by telephone conference call were James Schmidt, Karen Karls and Ben Koppelman. Also present were Paula Glass, Lyle Wergeland and Scott Porsborg, Special Assistant Attorney General.

The first item for discussion was approval for monthly vouchers and financial reports. Earl Scherer motioned and Karen Karls seconded to approve the monthly vouchers and financial reports. All present voted aye. Motion carried.

The next item for discussion was applications for licenses. The first application was from Patrick Litke for a Journeyman license. Special Assistant Attorney General Porsborg discussed the basis for disqualification for licensure based on conviction of an offense. The Board discussed the standard in connection with both Patrick Litke and Terry Reinard, who also filed an application for a Journeyman license. Earl Scherer motioned and Karen Karls seconded to deny Mr. Litke and Mr. Reinard's applications pending receipt of additional information regarding the nature of their offenses and evidence of their rehabilitation such that the Board can determine whether "the offense has a direct bearing upon a person's ability to serve the public as an electrician or that, following conviction of any offense, the person is not sufficiently rehabilitated under section 12.1-33-02.1", as provided in N.D.C.C. 43-09-09.1. All present voted aye. Motion carried.

The next item of discussion was the Journeyman application of Gary Witt. Earl Scherer motioned and Ben Koppelman seconded to approve Mr. Witt's application. Earl Scherer and Ben Koppelman voted aye. Karen Karls and Rod Mayer voted nay. President Schmidt broke the tie with a vote of "aye", and the motion carried.

The next items for discussion were the Master applications of Travis Kauer, Jared Wilde, and Chad Fields. Paula Glass explained the problems with these applications; specifically that in Idaho, the hours presented with these applications were not verified by a Master electrician. Rod Mayer motioned and Karen Karls seconded to deny the applications. All present voted aye. Motion carried.

The next item of discussion was the Master application of Denis Vamvoras. Paula Glass explained the deficits in the application. Earl Scherer motioned and Ben Koppelman seconded to deny the application. All present voted aye. Motion carried.

The next item for discussion was the application for a journeyman's license of Carl Matarazzo. Karen Karls moved to deny the application seconded by Ben Koppelman. All present voted aye. Motion carried.

The next item for discussion was the Master application of Terry Fields. Earl Scherer motioned and Ben Koppelman seconded to approve the application. Earl Scherer, Ben Koppelman, and Karen Karls voted aye. Rod Mayer voted nay. Motion carried.

The next item for discussion was the Master application for Marcus VanVleck. Karen Karls motioned and Earl Scherer seconded to approve the application. All present voted aye. Motion carried.

The next item for discussion was the Journeyman application of Ed Pagunuran. Earl Scherer motioned and Karen Karls seconded to approve the application. All present voted aye. Motion carried.

The next item for discussion was cease and desist orders. Earl Scherer motioned and Karen Karls seconded to approve the following cease and desist orders:

- Jason Mullins, Salt Lake City, UT
- Delford Gglyson, St. Martinville, LA
- Al Johnson, Glyndon, MN
- Todd Schafer, Cambridge, MN
- Nicholas Kabannuk, Williston, ND

All present voted aye. Motion carried.

The Board then discussed the employee bonus policy and what process would be required to award bonuses in the future. No action was taken.

The Board then discussed the funds the Board has available in investments and the Board's options in handling potential excess funds. There was discussion regarding reducing certificate fees for a period of time and discussion regarding potentially rebating some of the funds to contractors and/or consumers.

Ben Koppelman exited the meeting at 10:00 a.m.

The Board decided by consensus that legal counsel was to research what legal options the Board has for handling funds in reserve. Rod Mayer agreed to consult with Brady Martz to determine what, if any, funds Brady Martz would consider surplus funds.

The next item for discussion was supervision of apprentice electrician requirements. No action was taken.

The next item for discussion was Kevin Szarkowski's application for a Master's license. The Board noted that it had previously denied Mr. Szarkowski's application pending receipt of additional information. No action was taken.

The next item for discussion was district reports. There was discussion with Director of Inspections Lyle Wergeland regarding inspector evaluations, work scheduling, and accountability. There was also discussion regarding hiring additional inspectors for western North Dakota. Mr. Wergeland reviewed the outstanding certificate numbers in various western counties, and indicated that oil-related activity has sharply increased the work load in the western part of the State of North Dakota. Earl Scherer motioned and Rodney Mayer seconded to advertise for three new full-time inspector positions for the western part of the State. All present voted aye. Motion carried.

Ben Koppelman re-entered the meeting by telephone at 11:24 a.m.

The next item for discussion involved several items placed on the Agenda by Mr. Wergeland. The items were as follows:

- Code approval of load management systems by Electro Mate boilers.
- Apprentice training plan proposed by Elkhorn Construction (Bill Jones).
- Heat tape product (heat trace) from Drexan.

The Board briefly discussed these items, but no action was taken.

Next item of discussion was the application for license by exam procedures. The Board agreed by acclamation to table this item.

The next item of discussion was an auto answer phone system. The Board discussed with Office Manager Paula Glass its options with regard to an automatic phone answering system. It was agreed by acclamation that Ms. Glass would obtain information on what is available for an automatic answer phone system.

The next item for discussion was office security. Paula Glass and Lyle Wergeland exited the room. The Board discussed various security procedures or devices that may be available for the office. It was discussed that the highway patrol has responsibility for the security of state offices, and may have additional information regarding what security is available. Rod Mayer motioned and Karen Karls seconded to check into a security camera system for the front area of the office. All present voted aye. Motion carried.

There being no further business, the meeting was adjourned at 1:05 p.m.

Date

Date

James Schmidt, PRESIDENT

Karen Karls, SECRETARY