

NORTH DAKOTA STATE ELECTRICAL BOARD SPECIAL MINUTES

Wednesday, June 2, 2021

The North Dakota State Electrical Board meeting was called to order at 8:30 a.m. by President Rodney Mayer at the office of the North Dakota State Electrical Board, 1929 N. Washington Street, Suite A-1, Bismarck, N.D. Members present: Tom Paulson, Mark Christopher, Paul Durbin, and Christina Roemmich. Also, present: James Schmidt, Executive Director; Ashley Windhorst, Assistant to Executive Director; Scott Porsborg, Special Assistant Attorney General; and Austin Lafferty, Special Assistant Attorney General.

President Mayer called for the election of Board of Directors and turned the meeting over to James Schmidt, who called for nomination for President. Mark Christopher nominated Rodney Mayer for President. There being no other nominations, a unanimous ballot was cast for Rodney Mayer to be President. Mr. Schmidt turned the meeting back over to newly elected President Rodney Mayer. Mr. Mayer called for nominations for Vice President. Paul Durbin nominated Mark Christopher for Vice President. There being no other nominations, a unanimous ballot was cast for Mark Christopher to be Vice President. Mr. Mayer called for nominations for Secretary. Mark Christopher nominated Christina Roemmich for Secretary. There being no other nominations, a unanimous ballot was cast for Christina Roemmich to be Secretary. Mr. Mayer called for nominations for Treasurer. Paul Durbin nominated Tom Paulson for Treasurer. There being no other nominations, a unanimous ballot was cast for Tom Paulson to be Treasurer.

Austin Lafferty, Special Assistant Attorney General discussed the MHA Tribal Trust Land Agreement which is still being researched and an agreement will be drafted.

Mr. Schmidt indicated One Energy, a wind tower farm provider, is placing a wind farm by the Dickinson Refinery. Mr. Schmidt contacted the Public Service Commission to inquire about who owns the wind farm. This will determine the Board's jurisdiction; if its utility owned the Board will not have jurisdiction.

Mr. Schmidt discussed HVAC controls and provided a summary that clarifies what HVAC employees can install and when a PLE license is needed.

Mr. Mayer discussed the wage process and indicated he has contacted Brady Martz and Kathy Ibach. The Board discussed developing a budget that determines a percentage of the annual payroll that can be worked with when determining employee increases.

Mr. Schmidt provided an updated copy of the related training policy. Scott Porsborg, Special Assistant Attorney General, pointed out that if left as is, the policy has several scripters for Board action. If the sole purpose is to provide related training providers with a layout, the current restrictions are not necessary. The Board discussed the restrictions and changing it from a policy to guidelines. Motioned by Christina Roemmich and seconded by Mark Christopher to represent it as a guide under the direction of the Executive Director and make corrections as determined by the Executive Director and Special Assistant Attorney General, Scott Porsborg. Motion carried.

Mr. Schmidt indicated the Western Section IAEA meeting is September 19-22, 2021 in Bellaire, Michigan. If any Board members want to attend, they can register.

Mr. Schmidt indicated 86 cease & desists were sent to contracting masters and class B who have not renewed their license which involves 30 active wiring certificates.

Prior to reviewing and discussing the new position, Mark Christopher indicated he wanted to exclude himself from all conversations regarding the position. Special Assistant Attorney General, Scott Porsborg, indicated there was no legal issue with Mr. Christopher excluding himself.

Mr. Schmidt presented to the board the new job description and advertisement for the new position. Comparisons were made with current job descriptions and discussion was had on how this position will correlate with the inspectors, Director of Inspections, and the Executive Director.

At 9:50 a.m., the Board recessed for a short break. At 10:00am the reconvened. Mark Christopher left the meeting.

Mr. Schmidt indicated the new position would focus on auditing inspections initially. The Director of Inspections would still supervise the inspectors, annual reviews, and ride along with inspectors. The Board discussed the title and determined Information/Inspection Compliance Administrator was appropriate. Motioned by Christina Roemmich and seconded by Tom Paulson to delegate authority to the Executive Director to advertise and hire an Information/Inspection Compliance Administrator. Motion carried.

Mr. Schmidt provided a copy of the 21-22 previously approved budget and a suggested revised budget to include the costs for the new position. The Board discussed an appropriate hiring range for the new position. Motioned by Tom Paulson and seconded by Paul Durbin to approve the revised budget. Discussion was had regarding the intentional deficit spending to reduce the board excess funds. Motion carried.

At 10:55 a.m., Mark Christopher entered the meeting.

Mr. Schmidt indicated Board member terms start July 1st and end June 30th. The five (5) year term for the investor owned utility member is up end of June unless there is no action from the governors office; however, in the past this position has served two (2) five (5) year consecutive terms. Paul Durbin indicated he will let Mr. Schmidt know if he hears anything from the Governor's office regarding his term on the Board.

The next regular meetings of the Board are July 21, 2021 (if needed) and the next regularly scheduled meeting is September 15, 2021.

There being no further business, it was motioned by Mark Christopher and seconded by Christina Roemmich to adjourn the meeting. The meeting was adjourned at 11:00 a.m.

Date

Rodney Mayer, PRESIDENT

Date

Christina Roemmich, SECRETARY