

**City of Cody
Contractors' Board
Thursday, July 24, 2014**

A regular meeting of the City of Cody Contractors' Board was held in the Conference Room of City Hall in Cody, Wyoming on Thursday, July 24, 2014 at 12:00 PM.

Present: Andy Cowan; Kim Nelson; Gerald Stroh; Councilman Donny Anderson;; Gene Kelly (on phone) Scott King, Building Official; Utana Dye, Certified Engineering Technician II; Lynn Stutzman, Administrative Assistant

Absent: Paul Sandbak; Merle Nielson; Tom Quick

Attendees: Scott Balyo and Sheila Enriquez from the Chamber of Commerce

Chairman Kim Nelson called the meeting to order at 12:19 PM.

Gerald Stroh made a motion, seconded by Donny Anderson, to approve the agenda for the July 24, 2014 regular meeting. Vote was unanimous, motion carried.

Gerald Stroh made a motion, seconded by Andy Cowan, to approve the minutes for the June 25, 2014 regular meeting. Vote was unanimous, motion carried.

Gerald Stroh made a motion, seconded by Andy Cowan, to approve the minutes from the July 2, 2014 special meeting. Vote was unanimous, motion carried.

Donny Anderson made a motion, seconded by Gerald Stroh, to approve Wayne's Electric Inc. for a Class B 2014 Electrical Contractor. Vote was unanimous, motion carried.

Teleconference interview was conducted with Luke Mecham of Mecham Construction. Gerald Stroh made a motion, seconded by Andy Cowan, to approve the license for Mecham Construction for a Class A 2014 General Contractor. Vote was unanimous, motion carried.

Teleconference interview was conducted with Randy Brower of JM Mechanical, Inc. Andy Cowan made a motion, seconded by Gerald Stroh, to approve the license for JM Mechanical Inc. for a Class B 2014 HVAC Contractor. Vote was unanimous, motion carried.

Gene Kelly made a motion, seconded by Gerald Stroh, to approve the license for Tyco Integrated Security LLC for a Class B 2014 Electrical Contractor. Vote was unanimous, motion carried.

Teleconference interview was conducted with Lon Ricks of Lon Ricks Electric Inc. Gene Kelly made a motion, seconded by Andy Cowan, to approve the license for Lon Ricks Electric Inc. for a Class B 2014 Electric Contractor. Vote was unanimous, motion carried.

Consideration of a Class C license for PVC Roofing, Inc. - Andy Cowan made a motion, seconded by Donny Anderson, to approve PVC Roofing, Inc. for a Class C Roofing Contractor license. Vote on the motion was unanimous, motion carried.

Consideration of a Class C license for MCV General Construction, LLC. – Gerald Stroh made a motion, seconded by Andy Cowan, to approve MCV General Construction LLC. for a Class C Drywall Contractor license. Vote on the motion was unanimous, motion carried.

New Business: The mayor reminded the Contractors’ Board that Roberts Rules of Order need to be used during the meeting.

Ongoing Issues:

Scott King discussed adding the following items:

1. Add framing contractor category to the required list of “C” license contractors. Without the exam.
2. Add “B” General Contractor (commercial.residential) to the General Contractor.
3. Add “C” General Contractor (residential) to the General Contractor category.
4. Add refrigeration contractor category to the required list of “B” license.
5. Add 1 new HVAC/refrigeration position to the Contractor’s Board for a 3 year term.

Items 1 through 5 above are in the new ordinance and still need to go for second and third reading before council.

6. Discussion about eliminating the requirement for a “Board” interview for all Class “A” and “B” category licenses. Scott would conduct the interview at the time of the contractor’s license application review.

Ordinance has not been passed by third reading before council. C categories should also be handled by Scott King, Building Official, in addition to the Class “A” and “B” categories.

Gerald Stroh made a motion, seconded by Gene Kelly, to amend above item 6 so the Building Official can grant a Contractor’s License with ratification at the next Contractor’s Board meeting. Vote on motion was unanimous. Motion carried.

7. June 2014 Building Permit Report was reviewed.
8. Low voltage license. License is required by the state, however City doesn’t currently require this type of license. Since HVAC equipment is different type of installation than garage door openers and sprinkler systems, the Board will look at amending the statement in the June 25 meeting minutes that the refrigeration licensee also has to maintain a Wyoming state low voltage requirement. Air Con can be grandfathered for city refrigeration license but cannot be grandfathered for the state license. The City will require all HVAC and Refrigeration Contractors to maintain a State of Wyoming Low Voltage electrical license.

There may be a future motion to modify the ordinance to reflect the inclusion of the low voltage license for refrigeration and HVAC licensees.

Gerald Stroh made a motion, seconded by Andy Cowan, to table this item until Gene Kelly can draft a letter and staff can review it regarding amendment to the ordinance. Vote on motion was unanimous. Motion carried.

Matters from Board Members: None

There being no further business to come before the board, Gerald Stroh made a motion, seconded by Andy Cowan, to adjourn the meeting. Vote was unanimous, motion carried.

Chairperson Kim Nelson adjourned the meeting at 1:28 PM.

Lynn Stutzman
Administrative Assistant