

**ST. MARY'S COUNTY GOVERNMENT
BOARD OF ELECTRICAL EXAMINERS**

*Don Haskin, Chairman
Danny Johnson, Secretary*



COMMISSIONERS OF ST. MARY'S COUNTY

James R. Guy, President
Michael L. Hewitt, Commissioner
Tom Jarboe, Commissioner
Todd B. Morgan, Commissioner
John E. O'Connor, Commissioner

**ST. MARY'S COUNTY ELECTRICAL BOARD
December 5th, 2017 MEETING MINUTES**

Donald Haskin	Chairman	Present
James Johnson	Secretary	Present
Rudolph Worch, III	Member	Present
Robert Spence	Member	Present
Ron Derby	Member	Present

Total Deposited for November 2017:

\$1500.00

Total Deposited Since May 1st 1989:

\$368,685.00

October Deposits to Planning & Zoning:

Master Electrical New License Deposits	\$1350.00 (9)
Master Electrical License Renewal Deposits	\$0
Master Electrical License Renewal Late Fee	\$0
Master Electricians Exam Deposits	\$0
Restricted License New Deposits	\$150.00 (1)
Restricted License Renewal Deposits	\$0
Restricted License Renewal Late Fee	\$0
Restricted License Exam Deposits	\$0
Low Voltage New License Deposits	\$0
Low Voltage License Renewal Deposits	\$0
Low Voltage License Late Fee	\$0
Low Voltage Exam Deposit	\$0
Re-Instatement Fee	\$0
Homeowners Exam	\$0

Insurance Up-Dates for November 2017:

75

November 2017 Change of Address and/or T/A:

3

November 2017 Shelved License:

2

Meeting: The Meeting was called to order by Mr. Haskin at 7:30pm

- 1) Vote to approve November minutes-5-0 to approve.
- 2) All electrical work done in St. Mary's County that does not require a building permit will require a no cost electrical permit. The permit will be obtained through Planning and Zoning. Once the permit is obtained than the electrician can file for an inspection at the inspection agency he uses.
- 3) We are still meeting with SMECO and Harry Knight to work out how the third party inspection will work. This is still a work in progress. The board has reviewed an instruction sheet concerning third party inspections presented by Mr. Harry Knight. The board voted 5-0 in favor of accepting this instruction sheet.
- 4) The County Attorney sent the paperwork to the board to start the process of eliminating the home owners exam. This paperwork will be filled out and submitted to eliminate the exam. The board was in favor of this action by a vote of 5 in favor and 0 opposed. The Board is requesting Mr. Knight to submit the paperwork to start the process of eliminating the home owners exam. The paperwork was submitted to the County Commissioners. The County Commissioners voted in favor of the paperwork to eliminate the home owners exam. The meeting in December appeared to go well. The legislation should be submitted as written.
- 5) Mr. Haskin has scheduled another code refresher course on December 5th and 12th. This will meet the 10 hour requirement for the State of Maryland and many counties. The class is full with 29 students registered and 6 on the waiting list
- 6) The board reviewed the budget and a motion was made to accept the budget. A vote of 5-0 was in favor of accepting the budget.
- 7) The secretary will be writing a new license application combining all applications into one. I will submit it in either January or February for the boards approval. This will cut down some of the confusion when a license application is submitted.
- 8) The following is a list of dates for the Electrical Examiners Board meetings in 2018.

- | | |
|------------------------|------------------------------------|
| a. January 2nd | Board Meeting |
| b. January 25th | Master/Low Voltage/Restricted Exam |
| c. February 6th | Board Meeting |
| d. March 6th | Board Meeting |
| e. April 3rd | Board Meeting |
| f. May 1 st | Board Meeting |
| g. June 5th | Board Meeting |
| h. July 3rd | Board Meeting--Cancelled |
| i. July 26th | Master/Low Voltage/Restricted Exam |
| j. August 7th | Board Meeting |
| k. September 4th | Board Meeting |
| l. October 2nd | Board Meeting |
| m. November 6th | Board Meeting |

Homeowners Exam Applicants for December 2017:

0

Homeowner Exam Results for November 2017:

N/A

Monitor Homeowners Exam for January 2018:

Danny Johnson

Master/Restricted/Low Voltage Results for July 2017 and January 2018:

2017 July Exam —1 applicants----- 0 pass 1 fail
(1-Master)

Monitored Master/Restricted/Low voltage Exam for January 25th 2018:

Don Haskin
Craig Spence

Postage for October 2017:

\$7.07

Next Regular Board Meeting:

Next regular board meeting is scheduled for Tuesday January 2nd, 2018 at the Governmental Center Carter Building, Leonard Hall Drive, 2nd floor conference room at 7:30 PM.

Motion to Adjourn Meeting:

Motion by Mr. Worch
Second by Mr. Spence

The Following Payments are authorized for the Board Members for December 2017

1) Robert Spence----MEMBER

- a) Attend Meeting \$25.00
- b) Spence Total \$25.00**

2) Chris Worch----MEMBER

- a) Attend Meeting \$25.00
- b) Worch Total \$25.00**

3) Ron Derby----MEMBER

- a) Attend Meeting \$25.00
- b) Derby Total \$25.00**

4) Don Haskin----CHAIRMAN

- a) Attend Meeting \$25.00
- b) Haskin Total \$25.00**

5) James Johnson-----SECRETARY / RECORDING SECRETARY

- a) Attend Meeting \$25.00
- b) Attend County Meeting \$25.00
- c) Prepare Meeting Minutes \$25.00
- d) Recording Secretary (90 @ \$15.00) \$1350.00
- e) Johnson Total \$1425.00**

Recording Secretary Performed the Following Duties (November):

- 1) Picking up mail
- 2) Issuing licenses and renewals
- 3) Confirming and updating insurance coverage
- 4) Shelve and un-shelve licenses for insurance reasons
- 5) Updating roster with new information on license renewal form
- 6) Printing new licenses
- 7) Completed annual report
- 8) Responding to mail, email and phone calls.
- 9) Preparing items to be placed on Website
- 10) Prepare Master Exam
- 11) Prepare Homeowners Exam
- 12) Renewal Year
- 13) Work on new county ordinance
- 14) Work on homeowner Ordinance

James D. Johnson Jr.
Secretary
electric.examiners@stmarysmd.com