

**MINUTES OF THE PLUMBING AND FUEL, GAS BOARD MEETING  
PATUXENT BUILDING MIDDLE CONFERENCE ROOM \* LEONARDTOWN, MARYLAND  
Wednesday, January 12, 2011**

**Call to Order**

The meeting was called to order by Chairman Bernard Taylor at 1:10 p.m. Members present were Daryl Calvano, David Shapiro, and Mike Sullivan. Members excused were Gerlad Davis, Charles Downs and Dwight Mason. Adam Knight and Ken Herne were also present.

**Approval of Minutes:** The minutes of November 10, 2010 were approved as presented.

**Old Business**

- **Membership**

Mr. Knight stated Mr. Leo Bean is interested in sitting on the Board, has submitted his application and will attend the next meeting.

- **Plumbing Code**

Mr. Knight stated he has completed the Plumbing Code revisions as directed by the Board and will send them to the Legal Department for further review.

- **Tri-County Forum**

Mr. Knight stated it has been proposed that Charles, Calvert and St. Mary's County Plumbing Boards get together to discuss current issues affecting each county in the near future. It was the consensus of the Board that this would be a good idea for an exchange of information.

**New Business**

- **Manual J Presentation**

Moved to end of the agenda.

- **Mandatory By-law Updates**

Ms. Stuckert stated the County Attorney has drafted a by-law template for all Boards, Committees, and Commissions that is mandatory. Ms. Stuckert stated she has incorporated all the Plumbing Board information into the template and is seeking Plumbing Board approval.

*After review Mr. Sullivan made a motion to approve the draft by-laws and forward those to the County Attorney for review and Mr. Calvano seconded. The motion passed by a 4-0 vote.*

- **Update on Website**

Ms. Stuckert stated at the direction of the Board she has placed the 2009 and 2010 Going Green Expo photographs on the Plumbing and Fuel Gas Board page of the County website.

It was recommended that the master plumber/gas fitter registration form be placed on the website as well. Ms. Stuckert stated she would work on having this posted prior to the February meeting.

- **Licensed Plumber List**

Ms. Stuckert stated she received three different requests for a list of licensed master plumbers that do work in St. Mary's County last week. Ms. Stuckert asked if such list exists. Mr. Knight stated to date there is a partial list however it is not finished. Mr. Knight

stated he would work with MDIA to complete the list. Mr. Knight stated when the list is complete we can mail the registration form to every person on the list offering free registration if submitted by July. Mr. Knight stated a list of those registered could then be posted on the County website.

- **Manual J Presentation**

Mr. Knight introduced Mr. Ken Herne of Harry Eklof & Associates. Mr. Herne gave information and instruction on Manual J calculations and process.

**Other**

Mr. Sullivan invited each member to a meeting concerning Metcom Sewer Service Connections scheduled for February 1, 2011 at 3:00 p.m. at Metcom Headquarters. Mr. Sullivan asked that each member take a couple fliers and pass them out to persons interested in attending.

**Adjournment**

The meeting was adjourned at 3:00 p.m.

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Jada Stuckert  
Recording Secretary

Approved in open session:      March 9, 2011

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Bernard Taylor  
Chairman