



Officers

President

Cecy Lukoskie
City of Shoreview
4600 N. Victoria Street
Shoreview MN 55126
651.490.4683
clukoskie@ci.shoreview.mn.us

Vice President

Vice President
Britt Pease - City of Andover
1685 Crosstown Blvd. NW
Andover MN 55304
763-767-5122
Bpease@ci.andover.mn.us

Secretary

Barb Benesch
City of Mounds View
2401 Highway 10
Mounds View, MN 55112
763.717.4028
barb.benesch@ci.mounds-view.mn.us

Treasurer I

Jennifer Harmer
City of Elk River
13065 Orono Parkway
Elk River MN 55330
763.635.1062
jharmer@ci.elk-river.mn.us

Treasurer II

Lisa Kelleher
City of Elk River
13065 Orono Parkway
Elk River MN 55330
763.635.1063
lkelleher@ci.elk-river.mn.us

Minnesota Building Permit Technicians Association

Minutes

Tuesday, March 27, 2007

Mounds View City Hall

The meeting was called to order at 9:34 a.m. The following officers were present at this meeting: Vice-President Britt Pease, Secretary Barb Benesch; and Treasurer II Lisa Kelleher. The following members and guests were present: Connie Duellman, Debi Close, Eileen Ottney, Jackie Freppert, Jeanne Witczek, May Vang, Michelle Engberg, Robin Roscoe, Roger Axel, Michelle Hartner, Robbie Hiltz, Linda Singer, Jan Rosemeyer, and Katie Schlundt.

Introductions took place.

Roger Axel made a motion, seconded by Linda Singer, to approve the February 27, 2007, minutes without corrections. Motion passed unanimously.

Region III Committee Report - Since Roger Axel needed to leave the meeting early, Vice-President Pease moved his item, the Region III Update, up on the agenda.

Mr. Axel started by reporting that the Region III Chapter has received a positive response from ICC regarding its overall success and with its success in recruiting numerous other chapters within the five-state area to become involved with Region III.

He continued by reminding members that the Twin Cities was chosen as the location to hold the 2008 ICC Code Hearings.

Mr. Axel also briefly reviewed the proposed legislation regarding the creation of a State Plumbing Board which would consist of trade's people and contractors. AMBO was successful in eliminating language



in the proposed legislation giving the trade's people control and regulation over inspectors. He also mentioned that there are 12 bills currently in legislation that contained the language "inspector". Mr. Axel urged members to contact our State Representatives in support of removing any reference to inspectors from the proposed 12 bills.

Mr. Axel also reviewed the February education for the Region III Institute next February. Members briefly discussed the possibility of having a booth again next year at the Institute as we did in 2006 and 2007.

Mr. Axel again stressed the importance of getting support for permit techs from our Building Officials.

Treasurer II Kelleher gave the Treasurer's Reports for March 2007, noting that expenditures for March totaled \$50.66 and there were \$300 in deposits. She also reported the balance in our account (copy of the reports are attached).

Committee Reports:

Education/Planning - Vice-President Pease recapped the Education meeting that was held after our regular meeting in February at the City of Cambridge. Items discussed were location of our fall seminar and topics of interest for our MPBTA meetings, our U of M education and Region III education.

She also noted meeting locations for our 2007 meetings: The May meeting will be held at the City of New Hope where Robin Roscoe, State Program Administrator Senior, Recovery Fund & State Surcharge Programs, will be giving a presentation on Surcharge Reporting. Charlie Durenberger, Enforcement Services Manager, will also be there to talk about how to handle contractors who have been issued new home permits and those homes have now been foreclosed upon.

The July meeting will be held at the City of Elk River where Steve Nelson, Building Official for the City of Shoreview, will be talking about the fundamentals on siding and roofing and proposed code changes. The September meeting will be held at the City of Blaine where Doug Morem, Building Official for Goodhue County, will be reviewing the proposed IRC Code changes. It was noted that the upcoming code changes will go into effect May 31, 2007.

Annual School - Member Michele Engberg attended the U of M Education Committee meeting where meeting instructors were discussed along with establishing a committee chairperson. She noted that the committee requested that three MBPTA representatives be named to assist in the planning of the institute. The three members named were Michele Engberg, Patti Wasmund and Kathy Pepin from our Annual Institute Committee. Vice-President Pease inquired, at the request of President Lukoskie, as to the MBPTA attendees at the last institute. Member Engberg explained that since the education was open to everyone, including permit technicians and building officials, they didn't have a specific breakdown. However, she did note that approximate 35 people on average attend the education each year. She informed members that the next Annual School committee meeting will be held in April where they will recap the Institute that was held in January.

Bylaws - No report.

Communications Committee - Vice-President Pease reported that she had received instruction from Member Barb Williams on how to access and update the MBPTA website but hadn't tried to do so as of yet. Member Williams reported that our website had 236 hits in 30 days. Vice-President Pease suggested that we look at other Permit Technician newsletters for ideas for our website. Another member suggested a link to these other newsletters be placed on our website. Member Williams added that there is a small "blurb" on the website observing MBPTA's 10-year anniversary.

10K Lakes - No report.

State Advisory Board - No report. However, Member Singer inquired as to what the "State Advisory Board" does. Member Axel explained that this committee helps plan the various college curriculums relating to BIT courses. He briefly recapped the proposed four-year BIT degree offered at Southwest State University. He added that the courses will be available on line in response to request from students who had concerns about class hours and traveling to the college.

It was noted that CEU's are currently not a requirement for those certified as Permit Technicians and that this was a requirement for Building Officials only at this time. There was also an inquiry as why Permit Technician testing is not offered at the Annual Educations. Member Axel replied that one reason is the "paper and

pen" format is required for this and can be costly to implement. It was suggested that more convenient testing locations for Permit Techs be discussed in the future.

General Business

Region III - Report given earlier in the meeting.

MBPTA Pin - This item was in the survey that was distributed. Vice-President Pease indicated that we will gather the results from the survey and either have the members vote from our website or the board will make a decision on what pin to order. Member Ottney acquired a bid from one company, and Member Williams provided a rendering of what the pin could look like which is also shown on our website.

Caring for the Community - A survey was distributed to members regarding this item. Again, Vice-President Pease indicated that we will finish collecting the surveys and present the results at the next meeting. Some members thought that since people are so busy, our involvement with food shelf donations and Toys for Tots may be sufficient while others thought a MBPTA group event would still be something we should look at. Members were reminded to bring a non-perishable food item at the next meeting or that they could donate cash. It was suggested that a "cash box" be set up at the next meeting to accept monetary donations. It was also suggested that charitable amounts collected by MBPTA be reported in the newsletter.

Open Floor - No further comments.

Robbie Hiltz made a motion, seconded by Barb Benesch, to adjourn the meeting at 10:12 a.m. The motion passed unanimously.

Immediately following the meeting Kathi Osmonson, Building Official/Fire Marshal for the City of Mounds View, gave an informative PowerPoint presentation on fire safety. Following the presentation, the group stepped outside for a supervised "hands-on" fire extinguisher exercise. Training certificates were distributed to those members who completed the training



Barb Benesch

MBPTA Secretary