



“The goal of the Minnesota Building Permits Technicians Association is to provide, promote, and support education, networking, professionalism, certification, and recognition of its membership.”

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CALLING ALL MBPTA MEMBERS! OPPORTUNITIES NOW AVAILABLE!

President :

The President presides at the meetings, serves on committees, cosigns agreements, disseminates information to the memberships, and performs other official duties to represent the organization.

Vice President :

The Vice President assists the President as necessary.

Secretary I & II:

The two secretaries take meeting minutes, maintain the organizational databases, do mailing and maintain official organizational records.

Treasurers I & II:

The two treasurers present the annual budget, receive payments, issue receipts, make deposits, sign checks, and provide financial reports.

2011 UPCOMING EDUCATION... 55TH ANNUAL INSTITUTE FOR BUILDING OFFICIALS JANUARY 10-14, 2011

ICC UPPER GREAT PLAINS,
REGION III EDUCATIONAL INSTITUTE
FEBRUARY 7-11, 2011



SEE PAGE 5 FOR EDUCATION DETAILS...



Annual MBPTA membership dues vary by size and type of your City or organization. Memberships start as low as \$50 per year. The 2011 Membership Application can be found at:
WWW.MBPTA.ORG

Benefits of Membership Include:

- Quality Education and Training Opportunities
- Discounts on Seminar Rates
- Wide Variety of Networking Opportunities
- Scholarships for Higher Learning Programs for Members and Children of Members

Mail your completed membership form and check to:

**TBD after
November 23rd meeting
Make checks payable to:
MBPTA**

MBPTA Committees:

- EDUCATION PLANNING
- BYLAWS
- COMMUNICATIONS

Message from your Vice President...



Greetings All!

I was given an unexpected opportunity here to *sound-off*. Please, don't expect anything profound! However, I will share with you a few rambling reflections on my MBPTA experiences this past year.

As the "newbie" officer on the MBPTA board, I have been learning and getting a feel for the internal dynamics of the board. It has been an enjoyable year that has flown past. From our first board meeting (Could it be nearly a year ago already?) to this month's preparations for the ABM (Annual Business Meeting), the teamwork and the cooperative efforts that surround me on the board are constant and impressive. These are people who care deeply and are dedicated to our organization. It has been a genuinely satisfying experience to become better acquainted with each of them.

Beyond getting to better know the board members, I have practiced a fresh perspective on our general membership. Believe me, sitting in the front of the room looking out provides one a different view than sitting in the back of the room being sassy! Members are the lifeblood of any organization and our members are fantastic! Never feel that your contributions are unimportant or unnoticed. Sure, do more if you can; it will benefit the organization and you will likely find it personally rewarding. However, attending meetings, participating in events, serving on a committee, networking, sharing, whatever it is that you can do, it is a vital part of our organization.

Before joining the board, education was the focus of my attention and it remains so. I have been delighted with the speakers and the presentations that our Education Committee put together this past year. Each of our regular meetings provided us with something beneficial to "take back to the office." Our Annual Fall Education was outstanding. Still to come are two major institutes for which MBPTA has been a participating contributor. I look forward to the Annual Institute for Building Officials at the University of Minnesota, College of Continuing Education in January and to the ICC Region III/AMBO Institute at the Northland Inn in February. Both institutes offer multiple opportunities that can benefit permit techs. Plan to attend!

Looking back over this past year, I trust that I can speak for the entire board in saying thank you. Thank you to those who hosted meetings. Thank you to our presenters. Thank you to those who attended meetings. Thank you to those who participated in events. Thank you to those who served on committees. Thank you to those who continued their memberships. Thank you to those who supported our organization.

If you are still with me and I haven't bored you to death yet, I want to end this *sounding off* with more than reminiscing and thanking. I want to look forward, to anticipate the future. Doing more with less is no longer a prediction or a mandate for the future; it is our present reality. Indeed, sometimes it seems that we are doing it *all* with *nothing*. It is not the best of times for government employment. It is not the best of times for the construction industry. It is not the best of times for professions in code administration. However, it is the perfect time to support our organization and our mission, to improve our skills, and to stay in touch with our colleagues. See you at the meeting!

Michelle Engberg
MBPTA Vice President

RSVP Barb Benesch at Barb.benesch@ci.mn.us if you are attending the November meeting in Otsego.



Fall Seminar

Thank you to all of our wonderful Seminar speakers!

(SPEAKER PHOTOS...
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MBPTA meetings are the LAST Tuesday of every other month at 9:30 a.m., unless notified otherwise.

**Next Meeting: Tuesday, November 23, 2010
City of Otsego at 9:30 a.m.**

AGENDA

1. Introductions
2. Call to order
3. Cast Ballots for 2011 Election & Bylaws
4. Approval of minutes for July 27, 2010 & September 9, 2010
5. Approval of Treasurer's Report
6. Committee Reports - Changes or Updates
 - A. Education Committee
 - i. U of M - Michele Engberg
 - ii. Region III - Roger Axel
 - B. Communications Committee
Barb Williams & Barb Benesch
 - C. State Advisory Board
Linda Singer & Michele Engberg
7. General Business
 - A. Permit Tech Questions and Answers
 - B. Approval of Region III Membership & Rep.
 - C. Approval of 2011 Budget
 - D. 2011 Meeting Dates & Locations - Barb Williams
 - E. Annual 2010 MBPTA Officers & Bylaws Vote
 - F. Open floor / Comments/Questions/Discussions
8. Adjournment

CARING FOR OUR COMMUNITY:

- ◆ CASH OR CHECK DONATIONS FOR FOOD TO "HUNGER SOLUTIONS OF MN". PLEASE MAKE YOUR CHECKS PAYABLE TO "HUNGER SOLUTIONS OF MN" AND THANKS FOR GIVING.
- ◆ TOYS FOR TOTS

~ MBPTA EDUCATION ~

How to Become a Certified Permit Technician

Books needed for the test

- 2006 IBC (chapters 1-3, 6, 12 and 34)
- 2006 International Zoning Code
- 2002 Legal Aspects
- Basic Code Enforcement 8th printing
- You Can Build It has been removed from the exam

Additional Study Material

- ICC Study CD and ICC Permit Technician Study Companion
- Flashcards

Exam Details and Fees

- \$180.00 computerized
- 60 multiple-choice questions—
- Open Book - 2 hour limit
- General Administration 39%
- Legal Aspects 22%
- Plans and Documents 25%
- Zoning and Site Development 14%

For more information go to www.mbpta.org



“MBPTA LENDING LIBRARY”

MBPTA has the official books available to loan to members to study for the ICC Permit Technician exam. The books can be borrowed for up to two months. It is suggested that you purchase the “2006 Permit Technician Study Companion” from ICC. This guide provides practice and test questions that are used with the other books to assist you in preparing for the test. There are only 13 certified permit technicians in Minnesota. Our goal is to see this number increase significantly. By providing these books to members, we hope to encourage you to take the exam and become a certified permit technician. The books available for check out are: 2006 IBC, 2006 International, Zoning Code, 2002 Legal Aspects, Basic Code Enforcement 8th printing and the 2006 Permit Technician Study Guide. Contact the MBPTA Secretary I, Barb



2010 Meeting Locations:

- ◆ November 23 – Otsego (ABM) Annual Business Meeting

WATCH FOR MORE UPCOMING 2011 EDUCATION (NEXT PAGE)



Do you have an idea for a meeting topic???? Do you know of someone who would like to speak at one of our meetings? Please contact an MBPTA officer with your suggestions. We will appreciate your ideas!

ICC Contacts: 1-888-ICC-SAFE, (422-7233)

Web address:

www.iccsafe.org

ICC eNews



Minnesota Building Permit Technician Association EDUCATION HIGHLIGHTS

COMING SOON...SAVE THE DATES!

Education is a primary goal of the Minnesota Building Permit Technicians Association. Each association meeting has an educational component and a number of annual events are planned with the permit technician in mind.

Check our newsletters and the Website for specific information on educational opportunities. In the meanwhile, **mark your calendars** with the dates of some very promising events that are in the planning stages!

Annual Institute for Building Officials

Date: Monday 10 January through Friday 14 January 2011
Where: Continuing Education and Conference Center
University of Minnesota, Saint Paul Campus

This week in January will be packed with opportunities! There are two particular sessions to highlight at this time. Matt Simoneau (Blaine, Minnesota) is developing a program to be offered on Tuesday, January 11, 2011. Roxanne Michael (Bellingham, Washington) is developing a program to be offered on Friday 14 January 2011. Both programs are in the planning stages. However, expect that Matt's program will have a building code basis and Roxanne's program will have a professional development basis.

Visit http://www.cce.umn.edu/Documents/CPE-Conferences/2011_AIBO_Brochure.pdf for the entire brochure of all the courses being offered.

ICC Region III / AMBO Institute

Date: Monday 7 February through Friday 11 February 2011
Where: The Northland Inn
Brooklyn Park, Minnesota

Planning for this week-long institute is in high gear! If you miss Bill Joynes in the Fall, you can catch him in February. He will have a full day of professional development to include ethics for the workplace. Barb Hoese will be returning in the professional development track. Specialty programs will include a number of offerings that tackle energy conservation and green building. Peter Kulczyk will be among the green-building presenters. In addition to sessions for professional development and green building, there are tracks for plumbing, mechanical, fire, housing, and building. Look for Russell Thornburg and Greg Karow to address residential code topics. Look for Steve Thomas, Doug Thornburg, and Greg Karow to address IBC topics.

Visit <http://www.iccsafe.org/Education/Courses/Documents/RegionIII.pdf> to download or view the entire brochure of all the courses being offered.

The meeting was called to order at 9:38 am by President Williams. The following officers were present: President, Barb Williams; Vice-President, Michele Engberg; Secretary I, Barb Benesch; and Treasurer I Patti Wasmund. The following members and guests were present: Debi Close, Gail Keykal, Katie Schlundt, Connie Duellman, Britt Pease, Rhonda McDonald, JoAnne Beckes, Krista Buth, Tammy Siemsen, Matt Simoneau, Laurie Anderson, Mary Howe, Megan Bonnema, Scott Bockes, Patty Boysen, and Roger Axel.

Introductions took place.

Member Wasmund made a motion, seconded by Non-Member Howe, to approve the minutes of July 27, 2010 as presented. The motion passed unanimously. *(It was later discovered that Ms. Howe is not a current MBPTA member and therefore cannot vote or make a motion. The minutes must be "re-approved" at the next regular meeting).*

Treasurer Wasmund gave the Treasurer's Report for August 2010 reporting a beginning balance of \$7,708.54 with total expenses of \$100. She added that there were no deposits and an earned interest of \$3.15 for an ending balance of \$7,611.69. Member Keykal made a motion, seconded by Member Buth, to approve the Treasurer's Report as presented. The motion passed unanimously.

Committee Reports

Education

U of M - Vice-President Engberg again recapped the education that would be offered at the 2011 Annual Institute for Building Officials. She added that one of the class offerings would be "Purpose and Intent of the Building Code".

Member Axel gave a brief update on the Region III Institute which will be held in February.

Communications Committee

President Williams explained to members the problems she is experiencing when trying to update information on the MBPTA website. She added that she is looking for a new web host to alleviate the problems.

State Advisory Board

Matt Simoneau of Blaine, who is a speaker at the U of M Institute, briefly recapped the last State Advisory Board meeting noting that they reviewed a proposed Faculty Hiring Policy which would require that anyone teaching BIT classes would need a minimum level of education, specifically a bachelor's degree. He also reminded members that the BIT A.A.S. degree would be suspended in November of this year.

General Business

Fall Education Seminar

President Williams briefly reviewed the content of the upcoming MBPTA seminar noting that Bill Joynes will be focusing on ethics in the public sector in the morning and that Rick Breeze would hold an interactive question and answer session in the afternoon.

Permit Tech Questions

President Williams reviewed the Permit Tech questions and answers that were in our September/October newsletter.

Open Floor for Comments/Questions/Discussions

Member Axel brought up a question regarding a plumbing contractor who recently attempted to pull a permit to install an RPZ in the City of New Hope even though his license came up as a restricted plumbing license. He inquired as to how many of the permit techs followed through with checking licensure for contractor. Further discussion ensued regarding methods of checking and verifying state contractor licensure.

Adjournment

There being no further business, Member Benesch made a motion, seconded by Member Wasmund, to adjourn the meeting at 10:12 a.m.

Immediately following the meeting, Matt Simoneau from the City of Blaine, gave a power-point presentation on requirements for permitting and placing manufactured homes.

Permit Tech Test Questions

011-23-10 Meeting

- 1. Who grants the authority to adopt codes?**
 - A. The governing body of the jurisdiction
 - B. The county the jurisdiction is located in
 - C. The federal government
 - D. The building official

- 2. The two parts of a zoning ordinance are?**
 - A. The building code and the zoning code
 - B. A map and the text
 - C. Zoning districts and fees for conditional uses
 - D. Lot coverage and height restrictions

- 3. Where there is a conflict between a general requirement and a specific requirement, The _____ requirement shall be applicable.**
 - A. Least restrictive
 - B. Most restrictive
 - C. General
 - D. Specific

- 4. Which of the following types of work does not require a building permit?**
 - A. Driveway located 4 feet above adjacent grade
 - B. 6-foot-high solid masonry fence
 - C. 3-foot-high retaining wall supporting a surcharge
 - D. 180-square-foot one-story detached accessory building

- 5. A vacant structure that is _____ shall be deemed unsafe.**
 - A. Posted "No Trespassing"
 - B. Not secured against entry
 - C. Unpainted or missing siding
 - D. Missing roof shingles or tiles

Answers on Page 10.....

Plumbing contractor licensing changes are coming

Beginning Jan. 1, 2012, DLI will license individuals and businesses that perform or offer to perform plumbing work, with or without compensation, as a licensed plumbing contractor or licensed restricted plumbing contractor. Master plumbers and restricted master plumbers will no longer “hold” the license for a plumbing contractor, but rather will be the “responsible master” for the contractor. The plumbing contractor, as a business entity, shall “hold” the license for itself.

The Minnesota legislature made this change in 2010 to align regulation of plumbing contractors with that of electrical contractors, high-pressure-piping contractors, elevator contractors, residential roofers, technology system contractors and residential building contractors. The law clarifies that business entities contracting to perform plumbing work shall be directly accountable for their business actions as a contractor.

Licensure of plumbing contractors

Although plumbing contractors have filed bonds and liability insurance with DLI and the Department of Health for many years, they have been doing it on behalf of their master plumber. A plumbing contractor’s license was actually the master plumber’s license, not the business’ license. The Minnesota legislature in 2010 shifted this responsibility to the plumbing contractor as a business entity rather than leave it with the master plumber. The change goes into effect with the license period starting Jan. 1, 2012.

Information currently provided by plumbing contractors when filing a bond and liability insurance will not change. This information includes:

- contractor name, address information, contact information
- federal and state business, employer and tax identification numbers
- business name filing(s) with the Minnesota Secretary of State
- business disclosure of owners, partners, officers, or members
- responsible licensed master plumber or restricted master plumber
- plumbing contractor code compliance bond
- certificate of liability insurance
- certificate of compliance with Minnesota workers’ compensation laws

The primary differences plumbing contractors will experience in 2012 are:

- **License number:** Each licensed plumbing contractor will be issued a license number that will remain with the licensed business entity as long as it remains licensed. This will eliminate use of the master plumber’s license as the plumbing contractor’s number.
- **Responsible licensed plumber:** Each licensed plumbing contractor will designate a master plumber or restricted master plumber as its “responsible licensed plumber.” This individual must have a current, active master license and be responsible for the contractor’s compliance with Minnesota’s plumbing laws and code. The restrictions about who may be the responsible licensed plumber for a plumbing contractor are Referenced in summary tables on DLI’s website.
- **New bond:** Because the license is new, each licensed plumbing contractor must submit a new plumbing contractor code compliance bond for the license period starting Jan. 1, 2012. Bonds currently in effect that expire Dec. 31, 2011, will be unacceptable for the license period starting Jan. 1, 2012.

More information about the change, including fees, exemptions and who is allowed to be a responsible licensed plumber is at :

www.dli.mn.gov/CCLD/PlumbingContChange.asp

MBPTA would like to extend a huge thank you to all of our speakers at the fall seminar!!!



BILL JOYNES
ASSOCIATE PROFESSOR
HAMLINE UNIVERSITY



RICK BREEZEE
METROPOLITAN AIRPORTS COMMISSION



DOUG COOLEY
MICHAUD, COOLEY, ERIKSON



SHANNON PIERCE
MATTSON, MACDONALD,



CHRIS KEHL
BRAUN INTERTEC



MIKE HEUER
BRAUN INTERTEC

City of Otsego

From East: Take I-94 W, merge onto MN-101 N via Exit 207 towards ELK RIVER. Merge on to CR-39 W. turn left onto Nashua Ave NE. (Nahua Ave NE is 0.2 miles past Naughtor Ave NE)

From West: Take I-35 W North, at exit 30, take ramp right for US-10 west towards Anoka, keep straight into US-10 west/US-169 north, take ramp right for SR-101 towards Rogers, turn left onto US-169 South/US Highway 169 W, keep straight onto SR-101 South/State HWY 101 NW, take ramp right and follow signs for 90th St/CR-39, turn right onto 90th St NE/CR-39 West, turn left on Nahsua Ave NE

From North: Take I-35 W South, at exit 30, take ramp for US-10 west towards Anoka, keep straight into US-10 west/US-169 north, take ramp right for SR-101 towards Rogers, turn left onto US-169 South/US Highway 169 W, keep straight onto SR-101 South/State HWY 101 NW, take ramp right and follow signs for 90th St/CR-39, turn right onto 90th St NE/CR-39 West, turn left on Nahsua Ave NE

From South: Take I-35 W North, at exit 30, take ramp right for US-10 west towards Anoka, keep straight into US-10 west/US-169 north, take ramp right for SR-101 towards Rogers, turn left onto US-169 South/US Highway 169 W, keep straight onto SR-101 South/State HWY 101 NW, take ramp right and follow signs for 90th St/CR-39, turn right onto 90th St NE/CR-39 West, turn left on Nahsua Ave NE

Answers to Permit Tech Questions:

ANSWERS FROM PAGE 8

Answers:

- c (the federal government)
- b (a map and the text)
- d (specific)
- b (6-foot-high solid masonry fence)
- b (not secured against entry)

NEWSLETTER EDITOR INFORMATION

As always, please make sure you send all RSVP's and mailing list information to Barb Benesch. You only need to RSVP if you are coming to the meeting. You need not respond if you will not be able to make it (unless you are an officer).

If your e-mail address changes or if you change places of employment, please let us know so that we can update our e-mail list! Thank you!!

We would love to receive articles for this newsletter! If you have any information, ideas or tidbits you would like to share, let us know.

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