

**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  
October 3rd, 2017 MEETING MINUTES**

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

**Total Deposited for September 2017:**

\$1275.00

**Total Deposited Since May 1<sup>st</sup> 1989:**

\$365,335.00

**September Deposits to Planning & Zoning:**

Master Electrical New License Deposits	\$150.00 (1)
Master Electrical License Renewal Deposits	\$1050.00 (4)
Master Electrical License Renewal Late Fee	\$300 (6)
Master Electricians Exam Deposits	\$0
Restricted License New Deposits	\$0
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	\$150.00 (1)
Low Voltage License Late Fee	\$50.00 (1)
Low Voltage Exam Deposit	\$0
Re-Instatement Fee	\$0
Homeowners Exam	\$25.00 (1)

**Insurance Up-Dates for September 2017:**

37

**September 2017 Change of Address and/or T/A:**

0

**September 2017 Shelved License:**

0

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

- 1) Vote to approve August minutes-4-0 to approve.
- 2) Mr. Worch and Mr. Johnson met with the county attorney to discuss new electrical board ordinance. This information will be discussed at tonight meeting. The board has made a motion to present the new ordinance to County Commissioners concerning permits. This ordinance will require all electrical permits to be issued through the office of Land Use and Growth Management. The Vote was 5-0 in favor. The Electrical Board has reviewed all the other sections of the ordinance and is in agreement. The electrical board met with the County Commissioners and the after a public forum was done the ordinance was passed. 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 homeowners exam.
- 5) The following is a list of dates for the Electrical Examiners Board meetings in 2017.
  - a. January 3rd Board Meeting
  - b. January 26th Master/Low Voltage/Restricted Exam
  - c. February 7th Board Meeting
  - d. March 7th Board Meeting
  - e. April 4th Board Meeting
  - f. May 2nd Board Meeting
  - g. June 6th Board Meeting
  - h. July 4<sup>th</sup> Board Meeting----Cancelled
  - i. July 27th Master/Low Voltage/Restricted Exam
  - j. August 1st Board Meeting
  - k. September 5th Board Meeting
  - l. October 3rd Board Meeting
  - m. November 7th Board Meeting
  - n. December 5th Board Meeting

**Homeowners Exam Applicants for October 2017:**

0

**Homeowner Exam Results for September 2017:**

N/A

**Monitor Homeowners Exam for November 2017:**

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 2018:**

Don Haskin  
Craig Spence

**Postage for September 2017:**

\$6.44

**Next Regular Board Meeting:**

Next regular board meeting is scheduled for Tuesday November 7th, 2017 at the Governmental Center Carter Building, Leonard Hall Drive, 2<sup>nd</sup> floor conference room at 7:30 PM.

**Motion to Adjourn Meeting:**

Motion by Mr. Derby  
Second by Mr. Spence

**The Following Payments are authorized for the Board Members for September 2017**

1) Robert Spence----MEMBER

a) Attend Meeting	\$25.00
<b>b) Spence Total</b>	<b>\$25.00</b>

2) Chris Worch----MEMBER

a) Attend Meeting	\$25.00
b) Attend County Meeting	\$25.00
<b>c) Worch Total</b>	<b>\$50.00</b>

3) Ron Derby----MEMBER

a) Attend Meeting	\$25.00
b) Attend County Meeting	\$25.00
<b>c) Derby Total</b>	<b>\$50.00</b>

4) Don Haskin----CHAIRMAN

a) Attend County Meeting	\$25.00
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**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 (76 @ \$15.00)	\$1,140.00
e) <b>Johnson Total</b>	<b>\$1215.00</b>

Recording Secretary Performed the Following Duties (September):

- 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**  
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