

**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  
Eric Colvin, Commissioner  
Michael L. Hewitt, Commissioner  
Todd B. Morgan, Commissioner  
John E. O'Connor, Commissioner

**ST. MARY'S COUNTY ELECTRICAL BOARD  
March 2nd, 2021 MEETING MINUTES**

Donald Haskin	Chairman	Present
James Johnson	Secretary	Present
Ronald Phetteplace	Member	Present
Robert Spence	Member	Present
Ron Derby	Member	Present

**Total Deposited for February 2021:**  
\$3750.00

**February Deposits to Planning & Zoning:**

Master Electrical New License Deposits	\$150.00 (1)
Master Electrical License Renewal Deposits	\$3150.00 (21)
Master Electrical License Renewal Late Fee	\$0
Master Electricians Exam Deposits	\$0
Restricted License New Deposits	\$0
Restricted License Renewal Deposits	\$150.00 (1)
Restricted License Renewal Late Fee	\$0
Restricted License Exam Deposits	\$0
Low Voltage New License Deposits	\$0
Low Voltage License Renewal Deposits	\$300.00 (2)
Low Voltage License Late Fee	\$0
Low Voltage Exam Deposit	\$0
Re-Instatement Fee	\$0
Homeowners Exam	\$0

**Insurance Up-Dates for February 2021:**

23

**February 2021 Change of Address and/or T/A:**

1

**February 2021 Shelved License:**

0

**Meeting: Teleconference/In Person—Called to order by Don Haskin**

- 1) All electrical work done in St. Mary's County that does not require a building permit will require an electrical permit. The permit will be obtained through Planning and Zoning at a cost of \$20.00. Once the permit is obtained than the electrician can file for an inspection at the inspection agency he uses.
- 2) Electricians, Inspectors and Homeowners wanting to speak at the monthly board meeting will need to submit the subject to be discussed by email one week before the board meeting. This will allow the board to be prepared and have all parties involved attend the meeting.
- 3) The board approved January meeting minutes. 5 in favor-0 opposed
- 4) Homeowner Exams will only be given in January and Jul
- 5) The new 2020 NEC was adopted in St. Mary's County on April 1<sup>st</sup>, 2020. All building permits that include electric & electrical permits issued before April 1<sup>st</sup>, 2020 will still fall under the 2017 NEC.
- 6) Annual report was completed and submitted.
- 7) The following is a list of dates for the Electrical Examiners Board meetings in 2021.
  - a. January 5th Board Meeting
  - b. January 28th Master/Low Voltage/Restricted Exam
  - c. February 2nd Board Meeting
  - d. March 2nd Board Meeting
  - e. April 6th Board Meeting
  - f. May 4th Board Meeting
  - g. June 1<sup>st</sup> Board Meeting
  - h. July 6th Board Meeting
  - i. July 22nd Master/Low Voltage/Restricted Exam
  - j. August 3rd Board Meeting
  - k. September 7th Board Meeting
  - l. October 5th Board Meeting
  - m. November 2<sup>nd</sup> Board Meeting
  - n. December 7th Board Meeting
- 8) LUGM will require payment for electrical permit fees at time of issuance effective January 1<sup>st</sup> 2020
- 9) SMECO has issued information concerning slip risers. The board has forwarded this information out to all electricians.
- 10) The board discussed a TIA concerning the code. The board will address as needed in the future.
- 11) The board will discuss with Harry Knight some waivers that may be needed in the future concerning the growing shortage of electrical material. The board is still in discussions with the county for a way forward if electrical materials become unavailable. This will be an ongoing discussion to

provide a way forward if needed.

- 12) The Electrical Board will continue to test on the 2017 NEC in January and July of 2021.
- 13) The motion was made to submit next year's budget using the same figures as 2020. The motion was passed with 4 in favor, 0 opposed.
- 14) The Secretary has sent an email out this month to let electricians know we are now accepting license renewal applications. Renewals are coming in. Have renewed about 80
- 15) There were 2 Master exams, 1 low voltage and 2 homeowner exam in January.
- 16) The board will review stickers for the 2023 license renewal period to attached to licenses instead of printing new licenses every renewal cycle.
- 17) In the future as a professional courtesy we ask all parties attending the meeting virtually to state their name when calling in.
- 18) An electrician and homeowner were asked to attend the meeting to discuss work performed. Homeowner attended meeting and electrician did not attend. The board will take action if issue is not resolved in 30 days.

**Master/Restricted/Low Voltage Results for July 2019 and January 2020:**

**2020 July Exam:**

2 Master Exams—0 Pass, 2 Fail

**2021 January Exam:**

2-Master Exams---0 Pass, 2 Fail

1-Low Voltage Exam—0 Pass, 1 Fail

2 Homeowner Exam—1 Pass, 1 Fail

**Monitored Master/Restricted/Low voltage Exam for January 2021 & July 2021:**

**JANUARY EXAM:**

Craig Spence  
Danny Johnson

**JULY EXAM:**

TBD

**Postage for February 2021:**

\$29.58

**Next Regular Board Meeting:**

Next regular board meeting is scheduled for Tuesday April 6th, 2021 at the Potomac Building (Room 14) or by Teleconference. The meeting will start at 6pm.

**Motion to Adjourn Meeting:**

Robert Spence made motion  
Danny Johnson second the motion

**The Following Payments are authorized for the Board Members for March 2021**

1) Robert Spence----MEMBER

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

2) Ronald Phetteplace----MEMBER

- |                             |                |
|-----------------------------|----------------|
| a) Attend Meeting           | \$25.00        |
| b) <b>Phetteplace Total</b> | <b>\$25.00</b> |

3) Ron Derby----MEMBER

- |                       |                |
|-----------------------|----------------|
| a) Attend Meeting     | \$25.00        |
| b) <b>Derby Total</b> | <b>\$25.00</b> |

4) Don Haskin----CHAIRMAN

- |                        |                |
|------------------------|----------------|
| a) Attend Meeting      | \$25.00        |
| b) <b>Haskin Total</b> | <b>\$25.00</b> |

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

- |                                      |                 |
|--------------------------------------|-----------------|
| a) Prepare Meeting Minutes           | \$25.00         |
| b) Attend Meeting                    | \$25.00         |
| c) Recording Secretary (60@ \$15.00) | \$900.00        |
| d) <b>Johnson Total</b>              | <b>\$950.00</b> |

Recording Secretary Performed the Following Duties (February):

- 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) Working on annual report
- 8) Responding to mail, email and phone calls.
- 9) Preparing items to be placed on Website
- 10) Preparing Exams

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