

City of Cortland  
Examining Board of Plumbers

Minutes Approved  
1/11/12

Examining Board of Plumbers Special Meeting  
Code Enforcement Office, City Hall  
Wednesday, November 16, 2011 at 4:00 pm

Members of the Board:

Mark Baranello, Chairman	present
James Romer, Master Plumber	absent
Gary Howe, Journeyman	present
Chris Bistocchi, DPW Superintendent	absent
Deputy Fire Chief William Knickerbocker, Plumbing Inspector	present

Guests:

Paul Yaman, Contractor

Meeting Called to Order: 4:15 PM

Agenda

- Approval of Minutes of the 7/6/11 Meeting, **Motion by Gary Howe to approve the minutes of the July 6, 2011 meeting. Seconded by Chairman Mark Baranello. UNANIMOUSLY APPROVED**
- Approval of Minutes of the 9/8/11 Meeting, **Motion by Gary Howe to approve the minutes of the September 8, 2011 meeting. Seconded by Chairman Mark Baranello. UNANIMOUSLY APPROVED**
- Approval of Minutes of the 10/5/11 Meeting, **Motion by Gary Howe to approve the minutes of the October 5, 2011 meeting. Seconded by Chairman Mark Baranello. UNANIMOUSLY APPROVED**
- Approval of Minutes of the 10/14/11 Meeting, **Motion by Gary Howe to approve the minutes of the October 14, 2011 meeting. Seconded by Chairman Mark Baranello. UNANIMOUSLY APPROVED**
- J. Kirchmeyer. Type B Applicant This application was presented to the Board at the last meeting but was incomplete. We now have all of the required information. Mr. Kirchmeyer has passed the exam. **Motion by William Knickerbocker to approve J. Kirchmeyer as a Type B Plumber. Seconded by Gary Howe. UNANIMOUSLY APPROVED.**
- DWC Mechanical. Heating Technician Applicant. The Board is provided with the completed application and carries several other licenses in different municipalities. **Motion by Gary Howe to approve DWC Mechanical as a Heating Technician. Seconded by Chairman Mark Baranello. UNANIMOUSLY APPROVED.**

- Gary Kouril, Heating Technician Applicant. The Board is provided with the completed application. **Motion by Gary Howe to approve Gary Kouril as a Heating Technician. Seconded by Gary Howe. UNANIMOUSLY APPROVED.**
- Renewal Information. Board is presented with the 2012 renewal letter, a new license application and new permit application for feedback. S. Knickerbocker states that she drafted the letter this year, on behalf of the Board and is looking for feedback. She also states that the last time she did the renewals, most of the renewals came in after the Boards first meeting and if the Board wants to see the renewals this year before they are processed, we may need to have a special meeting because the majority of the renewals will come after the first meeting of the year. Chairman M. Baranello states that the letter should remind everyone to register their people. A lot of people that he has spoken with are very impressed with the journeyman and apprenticeship registration program. He states that it is quite possible and frequent to get applicants to list experience that is not verifiable and it's the Boards responsibility to verify it and what I have heard is that the City is great at the record keeping aspect of this. Discussion regarding the new forms.
- Mechanical equipment in flood zones. Discussion regarding the current section. Deputy Chief Knickerbocker states that this ordinance is out of our scope, it's the floodplain regulation. We need to prepare a resolution and I have drafted some bullets that we need to address. I wondered if we should insert exceptions or if we should insert the word "substantial improvement" or if we take out the word "replacement", does that not cover the whole thing? Chairman M. Baranello states that when we are dealing with a replacement situation, there are already a number of factors already in place that are difficult to change. If it was a new installation, then it would be a different issue. I would like to see an additional section, a C (2) stating something like - when there is a replacement in a flood zone, consideration should be given to the following considerations where possible. Discussion regarding specifics of each consideration.
- Heating Permit for Habitat House at 193 Clinton Avenue, Paul Yaman and Harvey Goyette. Paul Yaman states that this is for the Habitat House and Harvey Goyette is an instructor through BOCES. He wants to install the heating system, using his class through BOCES. Deputy Chief Knickerbocker states that Mr. Goyette has provided us with credentials. We have tried to promote training through Mr. Goyette. Chairman M. Baranello asks if we get the City to waive the licensing fee for this particular job as long as the City's insurance company is ok with the insurance end of things. Deputy Chief Knickerbocker states that we will approach the City regarding waiving the licensing fee and then check into the insurance.
- **Motion by Gary Howe to adjourn this meeting. Seconded by William Knickerbocker. UNANIMOUSLY APPROVED**

Meeting Adjourned: 5:30 PM

Minutes respectfully submitted:

Shelley A. Knickerbocker