

**Teller County Board of Review
November 3, 2010
Meeting Minutes**

Secretary Lynda Morgan called the meeting to order at 2:01 p.m. and stated that both Chairman, Bert West and Vice Chairman, Jared Bischoff were unable to attend the meeting and made a request for a motion to appoint a member as Chairman for today's meeting.

Carl Andersen moved to appoint Dave Dernbach as chairman for today's meeting. Dave Dernbach seconded. Roll call vote and Carl Andersen and Dave Dernbach (the two regular members in attendance) said yes. The motion carries.

Those answering roll call were:

- * Jeff Smith
- * John Maine
- * Carl Andersen
- * Dave Dernbach

Staff: Chris Brandt
Lynda Morgan

*Voting members

Dave Dernbach appointed Jeff Smith and John Maine as voting members for today's meeting.

Dave Dernbach stated that the Board of Review meetings are public and anyone wishing to speak must first address the Chairman.

**Review and Approve Minutes
From the August 4, 2010 Meeting**

Jeff Smith moved to approve the minutes of the August 4, 2010 meeting as written. Carl Andersen seconded. Roll call vote and all said yes. The motion carries.

**Review and Approve Minutes
From the September 1, 2010 Meeting**

Carl Andersen moved to approve the minutes of the September 1, 2010 meeting as written. Dave Dernbach seconded. Roll call vote, Jeff Smith abstained, all three others said yes. The motion carries.

**Review and Approve Minutes
From the October 6, 2010 Meeting**

Carl Andersen moved to approve the minutes of the October 6, 2010 meeting as written. Jeff Smith seconded. Roll call vote and all said yes. The motion carries.

**Contractor Licensing
WardCraft Homes, Inc.
Martin Schneider
Class C**

Mr. Schneider present. Mr. Schneider gave a brief overview of his recent work history and building experience, which included but was not limited to the following:

- Started in business in Kansas as concrete dispatcher and batch manager
- Has been in Teller County area for 10 years
- Previously held Class C License in Teller County
- In the past has worked for various licensed General Contractors in Teller County

Majority of work has been with modular home and commercial modular transport and set up and some stick built projects
Has worked for modular producers
Current position with WardCraft Homes, Inc. is as their project manager

The Board reviewed documents submitted by Mr. Schneider. There was discussion regarding the Letters of Reference submitted as well as the scope and range of previous work and what specific type of work Mr. Schneider did for L.D. Henderson. It was determined that additional Letters of Reference showing Class C type work would be required to meet the minimum requirements.

Dave Dernbach opened this matter up for public comment. No public comment. Close public comment.

Jeff Smith moved to grant WardCraft Homes, Inc. with Martin Schneider as examinee, a Class C License upon receipt of three Letters of Reference showing Class C type work. Carl Andersen seconded. Roll call vote and all said yes. The motion carries.

**Reactivation of License 3403C
Champion Windows Company of Colorado Springs, LLC
Clifford A. Hutton – new examinee
Class C**

Mr. Hutton present. Mr. Hutton gave a brief overview of his recent work history and building experience, which included but was not limited to the following:

- Been with Champion for 16 years and in the patio division for 15 years
- Product is mostly small residential sunroom additions
- Detailed discussion on type of building components used in standard construction of their product
- There is no heat or plumbing in the additions the company builds
- Uses licensed electricians
- Mr. Hutton is the Company's on site contact working from approved building plans
- Works with soils reports and engineering when needed to match any changes in wall systems
- Mr. Hutton provided financial documents to meet the licensing requirements as well as a General Liability Insurance Certificate.

The Board reviewed all documents submitted by Mr. Hutton; it was noted that the company name on the Worker's Compensation Insurance Certificate did not match the name on other documents submitted. Also, an updated General Liability Insurance Certificate with a completed Description of Operations and an updated policy effective date would be required along with one more Letter of Reference to meet the minimum requirements. There Board reviewed questions from the Class C test taken by Mr. Hutton. There was further discussion on Mr. Hutton's work experience and the scope and range of current construction methods used for the company's product.

Dave Dernbach opened the matter up for public comment. No public comment. Close public comment.

Carl Andersen moved to reactivate license 3403C for Champion Windows Company of Colorado Springs, LLC with Cliff A. Hutton as examinee, a Class C License upon receipt of one more Letter of Reference showing Class C type work and an updated Insurance Certificate with a completed Description of Operations and an updated effective policy date and a Worker's

Compensation Insurance Certificate with the corrected company name. Jeff Smith seconded. Roll call vote and all said yes. The motion carries.

**Grant Drummond II
Class C**

Mr. Drummond present. Mr. Drummond gave a brief overview of his recent work history and building experience, which included but was not limited to the following:

- Built his first home from the ground up at the age of 14 years
- Holds an apprentice license for both plumbing and mechanical work
- Does all work but electrical
- Has previously held a special limited one-project license in Teller County to construct a single-family dwelling and everything went well with the project
- Has purchased land in Teller County and plans to build a 6,000 square foot residence

Dave Dernbach opened the matter up for public comment. Mark McNab of Marc Builders, Inc. was recognized and he made a comment on the value of hands on experience at an early age. Close public comment.

The Board reviewed documents submitted by Mr. Drummond and Mr. Drummond provided further details on the scope and range of work mentioned in the Letters of Reference submitted. Mr. Drummond provided an updated General Liability Insurance Certificate.

Jeff Smith moved to grant Grant Drummond II a Class C License. Carl Andersen seconded. Roll call vote and all said yes. The motion carries.

**Reactivation of License 4275C
Marc Builders, Inc.
Mark S. McNab
Class C**

Mr. McNab present. Mr. McNab gave a brief overview of his recent work history and building experience, which included but was not limited to the following:

- Mr. McNab explained that when the company had a name change earlier in the year he thought the annual dues were paid at that time however the dues did not get paid and the license lapsed in May of 2010
- Currently holds an A-1 License in El Paso
- Has held a State Contractor License in Florida
- Have several projects currently in Teller County

The Board reviewed documents submitted by Mr. McNab.

Dave Dernbach opened the matter up for public comment. No public comment. Close public comment.

Carl Andersen moved to reactivate License 4275C, Marc Builders, Inc. with Mark S. McNab as examinee. Jeff Smith seconded. Roll call vote and all said yes. The motion carries.

Board Discussion

A. Discussion on ladder requirements as it pertain to roofing inspections

Board member Jeff Smith requested this agenda item to discuss the concern of insurance and potential liability matters as it relates to General Liability, Worker's Compensation, and Teller County employees, and the possibility that the County provide ladders for inspectors. Staff provided a handout showing how other counties throughout the region handle ladder requirements. Staff also referenced Section 109.3 of the International Residential Code which states: "It shall be the duty of the person requesting any inspections required by this code to provide access to and means for inspection of such work."

Board discussion and comments included but were not limited to the following:

Who is responsible if an accident occurs while a county employee is conducting an inspection?

Should the County provide collapsible ladders for building inspectors? The cost to do so.

If inspectors set up and take down ladders, will the time required for an inspection increase, and the number of inspections that can be performed each day be reduced?

Concern of safety matters (as it relates to children) of contractors having to leave ladders unattended for extended periods of time before inspection can be performed

Dave Dernbach opened the matter up for public comment. Building Inspector, Jim Harris was recognized. Mr. Harris stated that if the inspectors were to set up and take down ladders for each roof inspection it would greatly impede their ability to accommodate all re-roof requests on a daily basis. During this current situation from the hail storm, the daily average of 64 ice and water inspections would not have been achievable and the roofs would have to be open to the elements for a much longer period of time. As for the safety issue, contractors could tarp the lower portion of the ladders to impede access to the ladder. The County is providing additional resources to assist with the inspection process. Close public comment.

Further discussion by the Board included looking for an alternative method and a need for temporary contract labor to assist with inspections. The Board thanked Mr. Harris for his comments and asked staff to bring the item back at a future meeting for further discussion.

There being no further business the meeting adjourned at 3:21p.m.