

**Construction Licensing Board
Pinellas County
May 17, 2021 Meeting Minutes**

The Construction Licensing Board (PCCLB) met in regular session at 1:32 PM on this date in the Pinellas County Cooperative Extension Magnolia Room, 12520 Ulmerton Road, Largo, Florida.

Present

Alan Holderith, Jr., Chair, General Contractor
Mike Kelly, Vice-Chair, Pool Contractor
Douglas Erwin, Electrical Contractor
Kevin Garriott, North County Building Official
Jason Holloway, Consumer Representative
Marina Kron, Class A HVAC Contractor
James Millican, Fire Official
Bill Palmer, Beach Community Building Official
Michael Sofarelli, Architect
Evelyn Spencer, Pinellas County Building Official
John Wear, Plumbing Contractor

Not Present

James "Arry" Housh, Roofing Contractor
Don Tyre, South County Building Official

Others Present

Michelle Krickovic, Director, Contractor Licensing Department
Ashley Paulino, Legal Assistant, Contractor Licensing Department
Jacina Parson, Senior Assistant County Attorney
Jude Reazin, Code Enforcement Division Manager
Shirley Westfall, Board Reporter
Other interested individuals

All documents provided to the Clerk's Office have been made a part of the record.

CALL TO ORDER

Chair Holderith called the meeting to order at 1:32 PM.

PLEDGE OF ALLEGIANCE/ROLL CALL

Chair Holderith led the Pledge of Allegiance; whereupon, Ms. Krickovic conducted a roll call of the members, confirming the presence of a quorum.

INTRODUCTION OF CONTRACTOR LICENSING AND CODE ENFORCEMENT STAFF

Ms. Krickovic introduced the staff present at the meeting.

APPROVAL OF MINUTES

Upon motion by Chief Millican, seconded by Mr. Kelly and carried unanimously, the minutes of the March 15, 2021 meeting were approved.

CONSENT AGENDA

Chair Holderith indicated that supporting documentation for the following Consent Agenda items is included in the agenda packet:

- Special Magistrate Hearing Minutes: March 22, 2021 and April 5, 2021
- Examination Committee Reports: March 2021 – April 2021

Chief Millican moved, seconded by Mr. Kelly and carried unanimously, that the Consent Agenda items be approved.

PUBLIC HEARING

The Board conducted an informal administrative hearing in accordance with Section 120.57(2), Florida Statutes. The respondent elected an informal hearing, defaulted by not executing an Election of Rights, or failed to respond, and was therefore scheduled for an informal hearing by the Board to resolve the complaint. The actions taken are the Final Orders of the PCCLB.

Chair Holderith administered the Oath to the individual planning to give testimony.

Informal Hearing

MIKE TRAVIS

- Request for certification without examination

Ms. Krickovic referred to the agenda packet and provided background information regarding the request, indicating that Mr. Travis has been performing marine specialty contractor work under his building contractor license, while such work may require either a marine specialty contractor or a general contractor license; and that the Board has the authority to waive an examination requirement for the marine specialty contractor license based on having proper qualifications; whereupon, she offered Mr. Travis the opportunity to present his expertise and qualifications to the Board.

Mike Travis, Palm Harbor, appeared, provided background information regarding the matter, and responded to queries by the members, indicating that there are discrepancies in the language between a Florida statute and local law; that the State qualifies his current license to install docks, which is what he desires to do; and that the County Water and Navigation Department denied his dock permit request due to lack of the proper license; whereupon, he presented documentation pertaining to state law to the Board. Ms. Krickovic read various code excerpts to the Board and noted that the marine specialty contractor definition in the Municipal Code was last revised in 1989; and that the Code should be updated to coincide with the State. Responding to query by Chief Millican, Chair Holderith and Ms. Krickovic confirmed that the documentation presented by Mr. Travis was obtained from the State website.

Lengthy discussion ensued, and several members expressed concerns regarding Mr. Travis obtaining the marine specialty contractor license without taking the exam. Ms. Krickovic advised that the PCCLB does not have the authority to change the Code, but can make a recommendation for update to the County Administration.

Mr. Kelly recommended that Mr. Travis take the exam in order to proceed with his work, as changing the Code may require some time; whereupon, Mr. Travis agreed, but noted that doing so would not solve the legal discrepancy issues. Ms. Krickovic indicated that Mr. Travis' application is included in the agenda packet for the Board's review to consider whether he should be approved to take the marine specialty contractor examination based on established expertise and qualifications, eliminating the wait for exam approval.

Mr. Garriott moved, seconded by Mr. Kelly, that Mr. Travis be approved to take the marine specialty contractor exam. Following discussion and upon call for the vote, the motion carried unanimously. Later in the meeting and upon a query by Mr. Palmer, it was determined that Mr. Travis will need to submit a notarized document verifying his experience as part of the application process prior to taking the exam.

Chief Millican moved, seconded by Mr. Erwin, that the PCCLB make a recommendation to the County Administration that the Municipal Code be updated to coincide with the

relevant Florida Statute, and discussion regarding the marine specialty contractor license requirements and Mr. Travis's qualifications and experience continued.

Upon call for the vote, the motion carried unanimously.

Local Technical Amendments – Triennial Review

Ms. Krickovic provided information regarding 14 local technical amendments to the seventh edition of the Florida Building Code, presented to the Board for consideration. She indicated that they have been approved by the Board of Adjustments and Appeals for the Florida Building Code and responded to query by Mr. Palmer regarding an ongoing review of the Code's Section 3109; whereupon, Mr. Kelly moved that all the amendments be approved by one motion, and Chief Millican seconded. Upon call for the vote, the motion carried unanimously.

Chief Millican moved, seconded by Mr. Kelly and carried unanimously, that the 14 local technical amendments be approved as presented on the agenda.

REGULAR AGENDA

Request to Rescind Permit Violations

GLENN KAISER

Ms. Krickovic indicated that the expired permit cases listed on the agenda were continued from the March 15, 2021 meeting and have all been rescinded except for Case No. EP20-10177, noting that the fine remains unpaid; and that both Mr. Kaiser and his company, Pinellas County Electric, have been notified of same.

JOHNATHAN WEBER

Ms. Krickovic indicated that Expired Permit Case No. EP21-10095, also continued from the March 15, 2021 meeting, has been rescinded by the City of St. Petersburg.

Director Request for Rescission of Violations

TODD REED

Chair Holderith provided background information regarding a complaint filed by a homeowner against Mr. Reed and his company, Reed Roofing Company, relating that it had no merit; that some administrative errors were found during investigation; and that Mr. Reed corrected everything he needed; whereupon, he recommended rescinding all

violations and fines issued in the matter. Chief Millican moved, seconded by Mr. Kelly and carried unanimously, that all violations and fines be rescinded.

Pile Driving Specialty Reinstatement

Ms. Krickovic related that an experienced contractor was unable to obtain a permit due to the Board eliminating the pile driving specialty license, and due to pending legislation, she is recommending that the Board rescind their prior action and reinstate the pile driving specialty license retroactive to November 30, 2020, when the action was taken. Chair Holderith provided input; whereupon, Mr. Kelly moved, seconded by Mr. Holloway and carried unanimously, that the Board's November 30, 2020 decision to eliminate the pile driving specialty license be rescinded.

Amendments to Board Rules

Ms. Krickovic introduced the item and indicated that staff continues to review the Board Rules for compliance with the Special Act; and that the proposed changes to the language in Section 11.04(b) pertain to the composition of the Rule Case Review Committee, to include the Director, the Code Enforcement Division Manager as senior PCCLB investigator, and a contractor member of the Board.

Chief Millican moved, seconded by Mr. Kelly and carried unanimously, that the amendments to Board Rules be approved.

Responding to queries by Chair Holderith and Mr. Kelly, Ms. Krickovic provided information concerning the time commitment and other matters relating to the Committee meetings; whereupon, Mr. Kelly volunteered to be the contractor member of the Committee, and Chair Holderith and Ms. Krickovic thanked him for his service.

Board of Adjustment and Appeals (BOAA) and Examination Committee Vacancies

Ms. Krickovic requested recommendations for the vacancies that were announced at the prior meeting.

Annual Limited Financial Disclosure Form

Ms. Krickovic reminded the members to submit their annual limited financial disclosure forms to the State by July 1 and requested that they inform Ms. Paulino when completed.

Insurance Violation Fee Waivers Report

Ms. Krickovic referred to the agenda and reported that the fees assessed to the contractors listed below have been waived by the Department due to insurance agent or staff errors and a compassionate discretion.

- Vincent Tinnirello – I-EF0000787
- Robert C. Maslo – C-8407
- Mark Korson – I-CGC1527344
- John Chris Leverette – I-CBC1263198
- Shawn Gilbert – I-CGC1518512
- Gerry Gilberg – I-ES12000338
- Joseph Kelly – C-4989
- Timothy M. Pulver – C-9251
- Stephen Notchick – I-CGC1513237
- Kenneth J. Willett – C-5917
- Juanita S. Hayes – I-CGC013721

Collections Write-Down

Ms. Krickovic indicated that, similarly to the previous item, a collections adjustments report is included in the agenda packet for purposes of transparency and accountability.

Director's Report

Ms. Krickovic discussed the following topics:

- Staff retirements and turnover
- House Bill 735
- Board vacancies
- Impact of COVID-19 on Department revenue
- Possible funding assistance from the Federal Emergency Management Agency or other federal government sources
- Changes to Board member terms based on the Special Act and Board rules
- BOAA for the Florida Building Code membership

Management Report – Investigations

Mr. Reazin updated the Board on the following matters:

- Staffing changes
- Organizational improvements
- Staff training, equipment, and tools
- Magistrate hearing programs
- Senate Bill 60

Mr. Reazin informed the Board that recent changes have resulted in improved efficiency and effectiveness in the overall functions of the department, including the number of days for complaint response being reduced from 4.2 to 1.3, or by 70% as compared to last year. Ms. Krickovic conveyed her appreciation for the extraordinary efforts exerted by Mr. Reazin and his staff and noted that the partnership has been successful.

Responding to a query by Mr. Kelly, Mr. Reazin replied that the Code Enforcement Division is fully staffed and provided further information regarding staff functions.

Citizens to be Heard – None

ADJOURNMENT

Upon motion by Mr. Holloway, seconded by Chief Millican and carried unanimously, the meeting was adjourned at 2:57 PM.