

**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  
FEBRUARY 5<sup>th</sup>, 2019 MEETING MINUTES**

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

**Total Deposited for January 2019:**

\$6,150.00

**January Deposits to Planning & Zoning:**

Master Electrical New License Deposits	\$450.00 (3)
Master Electrical License Renewal Deposits	\$5400.00 (36)
Master Electrical License Renewal Late Fee	\$0
Master Electricians Exam Deposits	\$0
Restricted License New Deposits	\$0
Restricted License Renewal Deposits	\$0
Restricted License Renewal Late Fee	\$300.00 (2)
Restricted License Exam Deposits	\$0
Low Voltage New License Deposits	\$0
Low Voltage License Renewal Deposits	\$0
Low Voltage License Late Fee	\$0
Low Voltage Exam Deposit	\$0
Re-Instatement Fee	\$0
Homeowners Exam	\$0

**Insurance Up-Dates for January 2019:**

34

**January 2019 Change of Address and/or T/A:**

0

**January 2019 Shelved License:**

0

**Meeting:**

- 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) The electrical board will be moving to a new building for the Tuesday meetings. A mass email was sent out with all information concerning the place and time of meeting. It will take effect in February of 2019.
- 3) Electricians, Inspectors and Homeowners wanted 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.
- 4) The board voted 5-0 to approve the prior meeting minutes.
- 5) Homeowner Exams will only be given in January and July
- 6) The following is a list of dates for the Electrical Examiners Board meetings in 2019.
  - a. January 1st Board Meeting---Cancelled
  - b. January 24th Master/Low Voltage/Restricted Exam
  - c. February 5th Board Meeting
  - d. March 5th Board Meeting
  - e. April 2nd Board Meeting
  - f. May 7th Board Meeting
  - g. June 4th Board Meeting
  - h. July 2nd Board Meeting--Cancelled
  - i. July 25th Master/Low Voltage/Restricted Exam
  - j. August 6th Board Meeting
  - k. September 3rd Board Meeting
  - l. October 1st Board Meeting
  - m. November 5th Board Meeting
  - n. December 3rd Board Meeting

**Master/Restricted/Low Voltage Results for July 2018 and January 2019:**

2018 July Exam—1 Applicant—Master Exam--Passed  
2019 January Exam---No applicants

**Monitored Master/Restricted/Low voltage Exam for January 2019:**

No Exam

**Postage for January 2019:**

\$24.67

**Next Regular Board Meeting:**

Next regular board meeting is scheduled for Tuesday March 5th, 2019 at the Patuxent Building. The meeting will start at 6pm.

**Motion to Adjourn Meeting:**

Mr. Worch made the motion to adjourn the meeting and Mr. Spence second the motion.

**The Following Payments are authorized for the Board Members for February 2019**

1) Robert Spence----MEMBER

- a) Attend Meeting \$25.00
- b) **Spence Total \$25.00**

2) Chris Worch----MEMBER

- a) Attend Meeting \$25.00
- b) **Worch Total \$25.00**

3) Ron Derby----MEMBER

- a) Attend Meeting \$25.00
- b) **Derby Total \$25.00**

4) Don Haskin----CHAIRMAN

- a) Attend Meeting \$25.00
- b) **Haskin Total \$25.00**

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) **Johnson Total \$950.00**

Recording Secretary Performed the Following Duties (January):

- 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) Started processing 2019 renewals

**James D. Johnson Jr.**  
**Secretary**  
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