



Tupelo License Commission Minutes

Date: 11/20/2025 **Time:** 5:33 PM **Call to Order:** Tony Carroll **Meeting Adjourned:** 6:08 PM

In Attendance

LICENSE COMMISSION MEMBERS PRESENT:

Tony Carroll, General Contractor Richard Rhudy, Electrician David Jones, Architect
Jay Scruggs, Residential Builder Randy Hanlon, Plumber

LICENSE COMMISSION MEMBERS NOT PRESENT:

Matt Wiley, Mechanical Engineer Thomas Walker, Fire Safety Code

CITY OF TUPELO STAFF PRESENT:

Jennifer Roberson, Operations Administrator Patrick Reagan, Chief Building Official
Kristian Skou, Fire Marshal Mark Nowell, Deputy Chief Ben Logan, City Attorney

OTHERS PRESENT:

Approval of Minutes

Tony Carroll asked the Committee to review and approve the minutes of the October 28, 2025 Tupelo License Commission meeting.

Randy Hanlon made a motion to approve the minutes. Jay Scruggs seconded the motion.

The motion carried with all in favor.

Announcements

NONE

New Business

NONE

1. Adoption of the 2024 Code Series

a. Overview

- i. Patrick Reagan opened the discussion with the Tupelo License Commission members and those present regarding the proposed adoption of the 2024 Code Series.

b. Discussion Points

i. Public Comment Form

1. Patrick only received two comments, one which was related to GFCIs.

ii. Code Review and Discussion

1. Patrick Reagan distributed a packet outlining the proposed code adoptions and amendments. The packet is attached hereto as Exhibit A and incorporated into the official meeting record.
2. Kristian Skou distributed a packet outlining the proposed code adoptions and amendments to the International Fire Code, 2024 Edition. The packet is attached hereto as Exhibit B and incorporated into the official meeting record.

c. Motion

- i. Upon request by Tony Carroll, Richard Rhudy made a motion to recommend that the City Council adopt the 2024 Code Series with the stated exceptions. David Jones seconded the motion. The motion carried with all in favor.

Open Discussion

The License Commission and those present discussed the importance of increased oversight and stricter compliance with portable sanitation requirements at construction sites.

Adjournment

David Jones made a motion to adjourn the review of the meeting. Richard Rhudy seconded the motion. Chairman Tony Carroll adjourned the meeting at 6:38 PM.

Next Meeting

DATE: TBD

TIME: 5:30 PM

LOCATION: City Hall, 3rd Floor Conference Room

Chairman Tony Carroll

Recorded by Jennifer Roberson

Submitted by Tanner Newman