



Tupelo License Commission Minutes

Date: 09/09/2024 **Time:** 5:29 PM **Call to Order:** Tony Carroll **Meeting Adjourned:** 6:01 PM

In Attendance

LICENSE COMMISSION MEMBERS PRESENT:

Tony Carroll, General Contractor Randy Hanlon, Plumber Matt Wiley, Mechanical Engineer
Richard Rhudy, Electrician Thomas Walker, Fire Safety Code David Jones, Architect

LICENSE COMMISSION MEMBERS NOT PRESENT:

Jay Scruggs, Residential Builder

CITY OF TUPELO STAFF PRESENT:

Patrick Reagan, Chief Building Official Jennifer Roberson, DDS Operations Administrator
Kristian Skou, Fire Marshal

OTHERS PRESENT:

Approval of Minutes

Chairman Tony Carroll asked the Committee to review and approve the minutes of the April 23rd, 2024 Tupelo License Commission meeting. Thomas Walker made a motion to approve the minutes. Richard Rhudy seconded the motion.

The motion carried with all in favor.

1. CONTRACTOR STATE LICENSE REQUIREMENTS

- a. Patrick Reagan opened the discussion and asked for guidance from the Tupelo License Commission members and those present regarding the requirements for a contractor state license.
 - i. Patrick Reagan would like contractors to acquire a State License through testing and not be grandfathered in.
 1. Tony Carroll said the State Licensure Board will make sure contractors from the grandfathered in time and on are state tested.
 2. Tony said the legislation has extended the grandfather time twice since passed. There is a push with the legislation to do away with licensure period.
 3. Tony asked Patrick if he is wanting to make a policy that requires testing from this point on?
 - a. Patrick said yes, he would like State License to require license obtained through testing.
 - ii. Patrick asked which license would the License Commission want, master of all trades or split it just like the state, which includes master (commercial) and residential and follows the state guidelines.
 1. Patrick would like to follow state guidelines.
 - a. If you have a Master license, you are covered for everything. If you have a Residential License, you have limits.
 2. Randy Hanlon stated that for electricians there are only two licenses, Master or Residential, but for Residential you have a \$50,000 cap.
 - a. Patrick said that plumbing and mechanical are the same way.
 - iii. Tony Carroll asked what the decision was regarding the State License requirements.
 1. Patrick Reagan said we are going to require the following:
 - a. State License through testing
 - b. Licensure will license both residential and commercial
 - iv. Tony Carroll asked what the decision was regarding the few who come in without testing but are sons of the owners.
 1. Patrick said in cases like this, it would be presented to the Tupelo License Commission for a decision.

2. AUTHORIZATION FORM FOR CONTRACTORS

- a. Patrick Reagan opened the discussion with the Tupelo License Commission members and those present regarding the authorization form for contractors.
 - i. Patrick told the commission that we are having issues with people using the license of contractors to do work, without proper authorization. Starting 10/1/2024, we will require the following:
 - a. The person applying for a permit for work has to be the employee of the contractor he is pulling a permit under.

- b. No permits will be issued for the authorized person until we get an email from the licensure from the email on file.
- c. We will need the authorization form to be notarized if the contractor is not present.

Old Business

NONE

Open Discussion

NONE

Announcements

NONE

Adjournment

Chairman Tony Carroll adjourned the meeting at 6:01 PM.

Next Meeting

DATE: 3/10/2025

TIME: 5:30 PM

LOCATION: City Hall, 3rd Floor Conference Room

Chairman Tony Carroll

Recorded by Jennifer Roberson
Submitted by Tanner Newman