

**City of Cody  
Contractors' Board  
Thursday, October 22, 2015**

A regular meeting of the City of Cody Contractors' Board was held in the Conference Room of City Hall in Cody, Wyoming on Thursday, October 22, 2015 at 12:00 PM.

Present: Andy Cowan; Tom Quick; Gerald Stroh; Roy Holm; Richard Zickefoose; Paul Sandbak; Scott King, Building Official; Kylie Hanson, Administrative Secretary

Absent: Mike Kelly-Chairperson, Donny Anderson, Merle Nielson, Gene Kelly

Attendees: Sheila Enriquez Lucas-Chamber of Commerce

Vice-Chairman Cowan called the meeting to order at 12:08 p.m.

Gerald Stroh made a motion, seconded by Roy Holm, to approve the agenda for the October 24, 2015 regular meeting. Vote was unanimous, motion carried.

Gerald Stroh made a motion, seconded by Tom Quick, to approve the minutes for the September 24, 2015 regular meeting. Vote was unanimous, motion carried.

Roy Holm made a motion, seconded by Paul Sandbak, to approve the application licenses for D&G Electric Class B 2015 Electrical Contractor's License; Matthew Scott Class C 2015 Concrete/Carpentry Contractor's License; Howell Custom Construction Class C 2015 Framing/Masonry Contractor's License; Sign Pro Class C 2015 Sign Design, Manufacturing, Installation Contractor's License; Plumbing MT, Inc. Class B 2015 Plumbing/Gas Contractor's License. Vote was unanimous, motion carried.

Public Comments: Sheila has not received any feedback on how the Chamber could better serve the construction industry.

New Business:

1. Working on Building Code Adoption- Scott informed the Board that he, Sam Wilde, and Steve Payne have all been working on the 2015 Code adoption. They are looking at adopting this code in the spring of next year. They are looking at making revisions to the adoption process, and are working on changes within the ordinance. After review of the new code is completed Scott will invite Sam Wilde to a Contractor's Board Meeting so the code can be discussed amongst this group. Following that meeting contact will be made with the contractors at large to invite them to a meeting regarding the new code.
2. Working on Building Code Revisions- Scott informed the Board that they will likely need another 3-4 months to go through the update process, and that there are some issues to address within the residential code.

3. Working on Citizen Academy presentation – Scott informed the Board that he and Todd Stowell will be presenting to the Citizens Academy, in two weeks. Scott has been taking pictures of the stages of different jobs from residential, commercial and ADA projects.
4. Scott also informed the Board of a software change that the State Electrical Division is currently in the process of making. Due to this they are currently unable to obtain documentation from the State on who is up to date on their licensing. Electrical contractors are also unable to obtain their updated license cards.

Ongoing Issues:

1. Commercial current and pending jobs:
  - a. Updates were provided by Scott King
2. Residential Plans reviewed:
  - a. Updates were provided by Scott King
3. September and Third Quarter Building Reports were included in the packet.

Matters from Board Members:

A question was raised regarding the anchoring of temporary structures, and the new coffee kiosk in the Rocky Mountain Sports parking lot. This did have electric hooked up prior to being anchored. It is being addressed today. They were informed that they would need to chisel out a section of pavement under each skid, and then stake down the structure at opposing angles, strapping it down similar to a mobile home. The department has also spoken to the owners of the kiosk going in at Moss Orthodontics.

There being no further business to come before the board, Richard Zickefoose made a motion, seconded by Gerald Stroh, to adjourn the meeting. Vote was unanimous, motion carried.

Vice-Chairman Cowan adjourned the meeting at 12:35PM.

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Kylie Hanson