

MINUTES OF A REGULAR MEETING OF THE
CLEVELAND CONTRACTOR LICENSING BOARD
THURSDAY JANUARY 21, 2021

Members present or present via Zoom: David Robinson, Joe Phillips, Jason Harris, Reneal Little, Lexi Horn, James Hall, Stephen Chudy, Shane Hays

Ex-officio members present: Kenneth Taylor, Billy Trotter, Katie Portner, Connie McClellan

Chair David Robinson called the meeting to order.

New board member Shane Hays was introduced and welcomed to the board. New member Cynthia Blockett was not present.

Approval of previous meeting minutes

After a review of the December 17, 2020 minutes, Joe Phillips made a motion to approve the minutes as presented. Jason Harris seconded the motion. The vote was "aye" with no opposition.

Old Business

None

New Business

David Robinson asked board members to review the minutes from the November meeting to determine which questions and issues began the review of the ordinance. It was determined that questions to Kenneth Taylor regarding unlicensed contractors doing work, prompted the review. Mr. Robinson then presented copies of the ordinance to board members, with highlighted areas which he felt should be discussed.

Section 1. Definitions

Full-time employees' clause – Some licensed contractors have unlicensed people listed as employees. The ordinance expresses the requirements to be considered a full-time employee, but some contractors are not following this requirement. There should be a requirement to show written proof. One problem is that no complaints are filed in these instances, and violators are not brought before the board. Kenneth Taylor stated that to deal with this particular issue that board members would have to start with the ordinance to determine if it should be changed. Complaints made after the fact are hard to track down. He questioned how this should be monitored and stated that his office is not always receiving paperwork.

Qualifying persons and authorized representatives – Should have written proof these meet the requirements of the ordinance.

Section 2. General Regulations

Homeowner exemptions – Joe Phillips made a motion to remove this section from the ordinance. Katie Portner will research before vote.

Supervision of work

Section 3. City of Cleveland Contractor Licenses

Minimum qualifications for licenses granted by the city of Cleveland - is a privilege license required for a business for a one - time job? Katie Portner will discuss this with the city clerk.

Application required, section E – Change the word apprentice to full-time employee, master, journeyman, apprentice.

New License Fee – change amount of fee from \$75.00 to \$100.00.

Identification on Vehicles – Require the city of Cleveland code enforcement office to enforce this rule.

Section 4.

Katie Portner will check with Dominique Green, city clerk, regarding the reciprocity of licenses.

After discussing these issues, David Robinson reiterated the need to remind the public why it is important to hire licensed contractors. He suggested different avenues the board could take to get the message out to the public, i.e., radio and newspaper advertising. The board members will return next month to review these changes, and to make certain that there is language in the ordinance to deal with unlicensed contractors.

As there was no further business, the meeting was adjourned.

Cleveland Contractor Licensing Board



David Robinson, Chair