



Pat Quinn, Governor  
Damon T. Arnold, M.D., M.P.H., Director

525-535 West Jefferson Street • Springfield, Illinois 62761-0001 • [www.idph.state.il.us](http://www.idph.state.il.us)

## **MEMORANDUM**

TO: Water Well and Pump Installation Contractors Licensing Board Members

George Gaffke (chair)  
Larry Lyons  
Michael Gross

David Dingledine  
Greg Wilburn  
John Pitz

FROM: Jerry Dalsin  
Elaine Beard

DATE: January 14, 2010

SUBJECT: Minutes – October 15, 2009 Water Well and Pump Installation Contractors  
Licensing Board Meeting

### **Attendance and Meeting Location**

The meeting began at 4:00 p.m. on October 15, 2009. Board members present: David Dingledine, George Gaffke, Michael Gross, Larry Lyons, John Pitz, and Greg Wilburn. Department personnel: Jerry Dalsin and Ken Runkle. The meeting was held at the Ramada Limited North, 3280 Northfield Dr., Springfield, IL 62702.

### **Licenses Issued - 4**

3 - Water Well Contractors (092)  
1 - Water Well Pump Installation Contractor (101)

### **Examination - 27 Applicants -**

12 registered to become water well contractors - 5 no shows  
9 registered to become water well pump installation contractors - 0 no show  
6 registered to become water well & pump installation contractors - 0 no show

**Well Code** had 8 score of 70 or above

**Well Experience** had 6 scores of 70 or above

**Pump Code** had 11 scores of 70 or above

**Pump Experience** had 1 score of 70 or above

All applicants were mailed their test scores in a letter of pass or fail on October 26, 2009. Successful applicants were mailed their licenses. A list of licensees was mailed to the Office of Mines and Minerals, Illinois State Water Survey, IAGP, IDPH regional offices and local health departments.

### **Adoption of Agenda**

The agenda that was distributed in advance was adopted without change.

**Motion: To Approve the Agenda for the October 15, 2009 Board Meeting**

**Made By: David Dingledine**

**Seconded By: John Pitz**

**Motion carried by a unanimous voice vote.**

**Approval of the April 2, 2009 Board Meeting Minutes**

The Board reviewed and approved the minutes of the April 2, 2009 Board meeting, with one correction – delete the last sentence of the second paragraph, pertaining to the questions for the examinations to be given during 2010, under the discussion topic, Contractor's License Examinations and Submission of Test Questions.

**Motion: To Approve the April 2, 2009 Board Meeting Minutes**

**Made By: Michael Gross**

**Seconded By: Larry Lyons**

**Motion carried by a unanimous voice vote.**

**Contractor's License Examinations and Submission of Test Questions**

George Gaffke reminded the Board members of their assignments for the examinations to be given during 2010:

**April 9, 2010 (will begin with Well Code)**

**Well Code - John Pitz**

**Pump Code - David Dingledine**

**Well Experience - Greg Wilburn**

**Pump Experience - Larry Lyons**

**October 22, 2010 (will begin with Pump Code)**

**Pump Code - John Pitz**

**Well Code - Michael Gross**

**Pump Experience - Greg Wilburn**

**Well Experience - George Gaffke**

At the January 14-15, 2010 Board meeting, the board members assigned to the April 9, 2010 contractor's license examinations will submit their selection of questions to the Board from the master questions lists. Those questions along with any new questions will be reviewed and discussed by the Board at that time. Following the January 14-15, 2010 meeting, the Board will submit the examinations to the Department for the 2010 license examinations.

David Dingledine expressed his concern about two license applicants contacting him about the examinations within just a few days prior to the date they were to be given. All agreed, that in the future, any questions about an examinations should be referred the Department, and not to a Board member.

The Board meetings for 2010 were scheduled for January 14-15, April 8, and October 21.

**Illinois Water Well Construction Code Section 920.120 c) – Clarification of the Requirements for Sealing a Non-Producing Well**

According to Jerry Dalsin, Lake County Health Department requested a clarification of the Illinois Water Well Construction Code, Section 920.120 c) Non-producing well. Following their review and discussion of Section 920.120 c), the Board agreed that a dry hole must be

sealed in accordance with the Well Code, and at all times have a bentonite plug placed 10 feet above and 10 feet below the rock, and in the case of Lake County, the upper limestone or dolomite. This falls in line with what is required in the Well Code for sealing multiple water bearing formations, Section 920.120 b)4). By doing so, the bentonite plug along with the approved fill materials (pea gravel or limestone chips) will better assure that the well is properly sealed. The Department intends to inform the local health departments of this clarification.

**Status of SB254 and Future Directions for Legislation, Regarding Closed Loop Well Contractor Registration and the Permitting of Closed Loop Well Systems**

The Board briefly discussed SB254, to require the registration of closed loop well contractors and the permitting of closed loop well systems; at this point, there is little chance this year of its passage.

Since there is little likelihood of the passage of SB254, the Board felt it appropriate to develop guidelines for local health departments to follow when they amend their water supply ordinances to include requirements for closed loop wells.

**Drafting a Policy for Local Health Departments to Follow When Amending Their Water Supply Ordinances to Include Requirements for Closed Loop Wells**

Since the Illinois Water Well Construction Code (415 ILCS 30/6) exempts closed loop wells from being permitted prior to their construction, the Board recommended to use the term plan submittal and review, in lieu of a permit. A plan would have to be submitted to the local health department. The local health department would in turn review the plan - construction of a closed loop well system could not begin until the plan is approved.

The Board developed an outline for the closed loop plan. It should include the following elements: diagram showing the location of the closed loop well fields, property lines, heat pump, buildings, and sources of contamination; grout mix or ratio; number of lines for each borehole, e.g., no of u-bends; coolant type; design heat transfer modeling of the system based on the geology; test hole data; the number of feet of hole needed; whether or not steel casing will be used; size of field; depth of holes; number of holes; anticipated geology; and qualifications of driller, e.g., licensed Illinois water well contractor, certification by National Groundwater Association or International Ground Source Heat Pump Association 3-day training certification. In addition to the above plan requirements, the model closed loop well ordinance should include requirements for notification, inspections, review and inspection fees, completion report for each closed loop well system, including GPS coordinates for each closed loop well.

Effective January 1, 2007, SB1028 amended the definition of potential route, whereby closed loop wells, utilizing USP food grade propylene glycol, are exempt from the definition of potential route. Using this coolant basically eliminates the setback between a water well and a closed loop well.

The Board scheduled completing of the first draft of the model ordinance for closed loop wells, including the key elements for the closed loop well system plan, for early November 2009.

**Use and Availability of the Board's Water Well Construction and Pump Installation Manual as a Study Reference for the Water Well and Pump Installation Contractor's License Examinations**

There was a discussion of the water well construction and pump installation manual developed by the board and completed during October 2006. Since it is considered an excellent study guide for the water well and pump installation contractor's license examinations, Jerry Dalsin requested the Board to include it as a link on the Department's internet site under water wells. The Board granted the request. The 86 page document is in pdf format.

**Other Business**

There was no other business discussed.

**Closed Session – Review and Discussion of the Tests for the October 16, 2009 Water Well and Pump Installation Contractor's License Examinations**

In a closed session, the Board reviewed and discussed the tests for the October 16, 2009 water well and pump installation contractor's license examinations.

**Next Board Meeting during January 2010**

The Board scheduled their next meeting, beginning at 12:00 N on January 14, 2010, and ending at approximately 12:00 N on January 15, 2010.

**Adjournment**

The meeting adjourned at 5:45 p.m.