

MEMORANDUM

TO: Closed Loop Well Contractor's Certification Board Members

Lon Hoover
Jim Layten
Dominique Durbin

George Gaffke
Ryan Kerry
Harold Albrecht

FROM: David W. Johnson, P.E.
Elaine Beard, AA

DATE: January 30, 2014

SUBJECT: Minutes – January 16, 2014 Closed Loop Well Contractor's
Certification Board Meeting

Attendance and Meeting Location

The meeting began at 10:00 p.m. on January 16, 2014. Roll call was taken by Lon Hoover to establish a quorum. Board members present: Lon Hoover, George Gaffke, Jim Layten Ryan Kerry, Dominique Durbin and Harold Albrecht. Department personnel present included Joe Mitchell and Dave Johnson. The meeting was held at the Illinois Department of Public Health 535 W. Jefferson Street, Springfield, IL 62761.

Introductions

Joe Mitchell, IDPH Section Chief, introduced himself and welcomed everyone and voiced appreciation for the commitment and work the board has provided.

Adoption of Agenda

Motion: To Approve the Agenda for the January 16, 2013 Board Meeting

Made By: George Gaffke
Seconded By: Dominique Durbin

Motion carried by a unanimous voice vote.

Approval of the Previous Board Meeting Minutes

The minutes were adopted as written.

Motion: To Approve the Minutes for the June 20, 2012 Board Meeting.

Made By: Harold Albrecht

Seconded By: Ryan Kerry

Motion carried by a unanimous voice vote.

Review of the Bylaws for the Board

Revisions to the bylaws were reviewed by the board. Edits were made for submission to IDPH legal.

Motion: To draft a clause in the bylaws to address the board's ability in recommending dismissal of a board member for actions including but not limited to:

- 1. Missing two consecutive meetings.**
- 2. Disrupting meetings.**
- 3. Ethics violations**

Made By: George Gaffke

Seconded By: Ryan Kerry

Motion carried by a unanimous voice vote.

Motion: To add a clause in the bylaws to have the board members appointments reconsidered every six years:

Made By: Ryan Kerry

Seconded By: George Gaffke

Motion carried by a unanimous voice vote.

Review of Drafted Amendments to the 920 Water Well Construction Code regarding setbacks for sewers.

Language was drafted at the request of JCAR to address setback distances between closed loop wells and sewers.

Motion: To make the following edits to the proposed amendments:

Made By: Dominique Durbin

Seconded By: Ryan Kerry

- Edit 1:** To change the definition of "Storm Sewer" by removing "waste" and adding an "s" to "liquid".
- Edit 2:** To change "loop piping" to "heat exchanger" in footnote 5 number 1, in Table 920 C.
- Edit 3:** To add ", to the header/manifold level," after "off" in both footnote 3 number 3 and footnote 6 number 3, in Table 920 C.
- Edit 4:** To change "the same day the borehole is constructed" to "within 24 hours of construction" in footnote 3 number 1 and footnote 6 number 1, in Table 920 C.

Motion carried by a unanimous voice vote.

Exam Locations and Dates

Possible exam locations were discussed. Tentative dates and locations are:

March 12, 2014 Geothermal Alliance Expo in Bloomington, IL

March 28, 2014 Illinois Association of Groundwater Professionals in Mt. Vernon, IL

May 3, 2014 Illinois Association of Groundwater Professionals in Malta, IL

Approval of Third Party Organizations

Motion: To approve the National Groundwater Association as third party organization.

Made By: Ryan Kerry

Seconded By: Lon Hoover

Motion carried by a unanimous voice vote.

The Board Went into Closed Session to Discuss the Exam Questions

Motion: To Move into Closed Session to Discuss the Exam Questions

Made By: Harold Albrecht

Seconded By: Ryan Kerry

Motion carried by a unanimous voice vote.

Motion: To Move out of Closed Session

Made By: George Gaffke

Seconded By: Harold Albrecht

Motion carried by a unanimous voice vote.

Other Business

Next Meeting

Lon Hoover left the next Board meeting date open with the intent to have the meeting prior to the December 1st deadline.

Adjournment

Motion: To adjourn the Board meeting.

Made By: George Gaffke

Seconded By: Harold Albrecht

Motion carried by a unanimous voice vote.

The meeting adjourned at 3:15 p.m.