



MINNESOTA BUILDING PERMIT TECHNICIANS ASSOCIATION

February 2006 Volume 8 – Issue 1

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ANNOUNCEMENTS

HAPPY NEW YEAR!



The votes are in! The following members will be your MBPTA officers in 2006:

Cecy Lukoskie - President
Carri Villella - Vice-President
Barb Benesch - Secretary
Jennifer Harmer - Treasurer I
Lisa Wolfe - Treasurer II

THANK YOU AND CONGRATULATIONS!

THANK YOU!

We would also like to send out a BIG thank you to those officers that are no longer in office: Patty Schaeffer who served as Treasurer I in 2005 and Sheila Mockros who served as Treasurer II in 2005.

Annual Meeting

We had a good time at the annual meeting on November 29th at Majestic Oaks in Ham Lake. The food and the company were great. Thanks to everyone who was able to attend the meeting and participate in the election and discussions that took place.

Employment News!

Deb Sorenson, Permit Tech/Clerk of Cambridge, is following a new path. She is going back to school to pursue a Surgical Tech career. Her last day in Cambridge is January 13th. Deb was an active participant in MBPTA and we thank her for her support over the years. We wish her well! Good Luck Debbie! (As a note, Vice-President Carrie Villella has accepted a position with the City of Cambridge as Building Clerk/Technician. Congratulations to you too, Carri!!)

DRAFT MINUTES

Minutes

Tuesday, November 29, 2005
Majestic Oaks, Ham Lake, MN

The meeting was called to order at 3:45 p.m. The following officers were present at this meeting: President Carri Villella; Vice President Cecy Lukoskie; Secretary Barb Benesch; and Treasurer I Patty Schaeffer. The following members and guests were present: Members Aaron Borken, Michele Engberg, Connie Duellman, Patty Boysen, Linda Singer, Kathy Pepin, Lisa Wolfe, Jennifer Harmer, Suzy Miller and Judy Williams. Guests present were Patrick Parsley, and Don Sivigny.

President Villella announced that because of the lateness for the start of the meeting (immediately following the Basic Code Enforcement Seminar) and the snowy weather conditions that all items on the agenda would be tabled except for the 2006 Officer Vote and the ICC Upper Great Plains Region III Update.

President Villella went through the list of nominees for office and reminded everyone to vote if they are members.

President Villella reviewed the changes to the Bylaws noting that most of the changes were "housekeeping" and that all other changes were discussed at a previous MBPTA meeting. She also thanks Michele Engberg for her work on revising the Bylaws.

President Villella then introduced Don Sivigny from the State Building Code Division and Pat Parsley, Upper Great Plains Region III Chairman of the Board (who is also the Building Official for the City of Fairmont, MN). She indicated that they would be providing us an Upper Great Plains Region III update.

Mr. Parsley reviewed the whole concept of the Upper Great Plains Regional III concept. He explained to the group how difficult it is for some Minnesota Chapters to draw big venues for educational events, etc. and that by drawing the chapters together to form a regional chapter, it would be provide each chapter with more support. He continued by stating that thus far there is one chapter from each of the five states that have joined. The \$500 fee to join the chapter was discussed and it was suggested that perhaps a Surcharge on the 2007 MBPTA membership fees could be introduced to help offset this \$500 membership fee.

Mr. Sivigny reiterated Mr. Parsley's view and added that by joining the regional chapter, it would give MBPTA an opportunity for a voice and to stay in touch with other local chapters. He also added that our membership would be helping the entire industry and the region.

Further discussion ensued regarding this issue. President Villella explained that since our membership fees have changes for 2006, we would need to determine what MBPTA's budget would be before making a decision on this matter. She added that this item would be on the February meeting agenda as a voting item.

An inquiry was made as to having a booth at the AMBO institute in February. Mr. Parsley indicated that the cost for the booth is \$750 and that further information could be obtained from Larry Huff or by visiting AMBO's website and completing an application.

Mr. Parsley concluded by requesting an individual to attend the AMBO board meetings to take minutes and to publish their newsletter. President Villella indicated that they would make an announcement in the next newsletter for this available position.

Suzy Miller made a motion, seconded by Judy Williams, to adjourn the meeting at 4:36 p.m.

MEETING AGENDA
Tuesday, February 28, 2006
City of Shoreview
9:30 a.m.

1. Call to Order
2. Introductions
3. Approval of minutes: September 13, & November 29th Meeting
4. Treasurer's Report: September 2005/November 2005
5. ICC Board Liaison - Greg Johnson
6. ICC Upper Great Plains Region III - Roger Axel
7. Committee Reports
 - a. 2006 Committee Roster/Vacancies-Cecy Lukoskie
 - b. Education/Planning- Cecy Lukoskie
 - c. Annual School - Michele Engberg
 - d. By-Laws Amendments (Voting Item) - Carri Villella / Open
 - e. Disaster Committee - Jackie Gritz

- f. 10K Lakes Representative - Aaron Borken
- g. State Advisory Board - Carri Villella

8. General Business

- a. 2006 Budget Approval (Voting Item)
- b. Website Update - Barb Williams
- c. Newsletter Advertising Policy - Discussion
- d. MBPTA Brochure - Cecy Lukoskie
- e. Open Floor for Comments/Questions/Discussions

9. Adjourn

Next Meeting - Tuesday, March 28, 2005 - 9:30 a.m. - City of Elk River

(There is no longer a \$15 meeting dues)

Please contact Barb Benesch at 763-717-4028 or barb.benesch@ci.mounds-view.mn.us by Friday, February 24, 2006, only if you are planning to attend the meeting.

Directions to Shoreview City Hall & Community Center, 4600 North Victoria Street - 651-490-4600:

From Minneapolis* Take 35W north to Hwy 96 (1st exit past 694) take a right on Hwy 96 * go approximately 2 miles to Victoria St. Turn left onto Victoria and go $\frac{1}{2}$ block and turn right into our parking lot.

From St Paul* 35E north to 694 west to the Lexington Ave. exit, turn right onto Lexington Ave. Go approximately $1\frac{1}{2}$ miles to Hwy 96 (stop light) turn right onto Hwy 96 go $\frac{1}{2}$ mile to Victoria St. turn left, and go $\frac{1}{2}$ block and turn right into our parking.

From NE (Forest Lake, Hugo) * 35E south to Hwy 96, take a right and go approximately 4 miles, you will go past our building and take a right on Victoria to get to our parking lot.

From NW (Anoka, Blaine, Coon Rapids) * Hwy 10 south to Hwy 96, turn left on Hwy 96 and go approximately $1\frac{1}{2}$ miles to Victoria St. turn left on Victoria, go $\frac{1}{2}$ block and turn right into our parking lot.

From East (Woodbury, Oakdale, Eastern Wisconsin) * 694 west to Lexington Ave. turn right on Lexington Ave. go approximately $1\frac{1}{2}$ miles to Hwy 96 and take a right, go $\frac{1}{2}$ mile to Victoria and turn left, go $\frac{1}{2}$ block and turn right into our parking lot.

From West (New Brighton, Fridley, Brooklyn Park) * 694 east to Lexington Ave. turn left on Lexington, go approximately $1\frac{1}{2}$ miles to Hwy 96 and turn right, go $\frac{1}{2}$ mile to Victoria St. and take a left, go $\frac{1}{2}$ block and turn right into our parking lot.

Looking at the building from the parking lot---the City Hall main doors are on the left side of the building. Our meeting will be in the Council Chambers, just as you enter the building on your left.

Committee meetings will now be conducted via e-mail. If you have any information you would like to share with committee members, please address your e-mails to all committee members. Please include all officers in your e-mails. We will try this out---if it does not work efficiently, we will go back to holding actual meetings.

If you are interested in serving on a committee, please feel free to contact an officer. We are always looking for more help.

Note: All meetings will be the LAST Tuesday of every other month @ 9:30 a.m., unless notified otherwise.

Tentative 2006 MBPTA Meeting Dates and Locations:

February 28

City of Shoreview

March 28

City of New Hope

May 23

City of Elk River

July 25

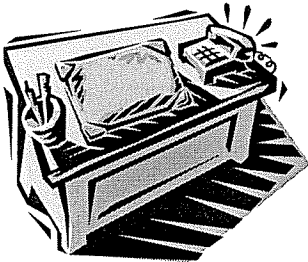
City of Hastings

September 26

City of St. Louis Park

September 28

Annual Business Meeting - TBD



'PIECES' FROM THE PRESIDENT'S DESK

At this time I would like to express my gratitude for electing me as your MBPTA president. I am truly honored and I will continue to do my best for this organization.

It has been a while since our last meeting and newsletter. Since that time, many of you attended the Building Officials 50th Annual Institute and may be attending the AMBO Educational Institute. We would like to encourage your participation in the education committee and welcome new ideas for 2007 education. Volunteers are always welcome, and it's a rewarding experience to be a part of that process. If you participate in the committee for the University Institute (four meetings at the Earle Brown Center on the University of Minnesota Campus), registration fees for the institute are waived. Thank you to Don Sivigny, Mike Fricke, Ron Sonnek, Steve Nelson and Doug Morem for making the 50th Annual Institute a success. We will be presenting outgoing officers plaques at our next meeting for their great work and dedication to MBPTA. Officers receiving plaques are: 2005 President Carri Villella, 2005 Vice President Cecy Lukoskie, 2005 Treasurer I Patty Schaeffer, and 2005 Treasurer II Sheila Mockros. I am excited for the new year and will be presenting an agenda emphasizing recruiting new members, new education, and promoting our new website (mbpta.org). I look forward to seeing everyone again.

President Cecy Lukoskie

*Thank you
2005 President
Carri Villella*

*All the officers and members of the
Minnesota Building Permit
Technician Association would like to
take this opportunity to thank you for
your time and dedication to MBPTA
in 2005.*

MBPTA TESTING

Go to: www.iccsafe.org/certification/pt.html for further information.

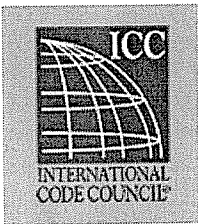
Required References

- 2003 International Building Code (Chapters 1,2,3,6,12,34)
- 2003 International Zoning Code
- 2002 Legal Aspects Of Code Administration
- You Can Build It! - CABO 1989

MBPTA has received a resource Guide for Training and Education from the ICC regarding Professional Development Services. If you would like to take a look at this guide, please contact Barb Benesch. It will also be available for review at our meetings.

ICC is also asking for our input and recommendations for 2006 training courses and seminars. If you have any recommendations, please let me know and I can forward them to ICC.

More information regarding training and seminars can be found at www.iccsafe.org/training/hire.html



ICC Contacts

1-888-ICC-SAFE (422-7233)

When calling this number you will have the option to push "0" for an operator, get a "dial-by-name" directory or push "3" for a list of departments.

Web address: www.iccsafe.org

Read the current issue of ICC eNews: [January 2006](#).

NEWSLETTER EDITOR INFORMATION



As those of you who get this newsletter by e-mail know, it is sent in a WORD format. If you get this newsletter by e-mail and would prefer it in some other format such as .pdf, just let me know and I will make sure it is sent to you that way.

As always, please make sure you send all RSVP's and mailing list information to Barb Benesch. You only need to RSVP if you are coming to the meeting. You need not respond if you will not be able to make it (unless you are an officer).

Thank you to all of you who have notified me of a co-worker that has moved on and no longer need to be on our e-mail list.

If you are currently receiving a hard copy through the mail, and you have access to e-mail, please let me know and I will get you on the e-mail list.

We would love to receive articles for this newsletter! If you have any information, ideas or tidbits you would like to share, let us know. If your city is hiring for a position, we will post that as well. The newsletter is usually sent out a couple of weeks prior to our next meeting. I can be reached at:



Barb Benesch, Secretary
Fax (651) 765-1660
Phone (763) 717-4028
E-mail barb.benesch@ci.mounds-view.mn.us

ARTICLES/GENERAL INFORMATION

Roger Axel representing AMBO will be attending the February 28th MBPTA meeting to discuss our participation in the Region III Chapter of ICC. AMBO and the Region have always encouraged our participation in the Region Chapter. Region III was on the agenda for discussed at the November meeting, and will be on the February 28th agenda for discussion and vote.

MBPTA Website: We will demonstrate what the MBPTA website looks like at the February 28th meeting. We will need to discuss what information we want to provide on the website including minutes, agenda, bylaws, membership list and various educational and informational links. Further information will be provided at the February 28th meeting.

Goals for 2006: Several goals were suggested for 2006, like boosting membership, job position standardization (Permit Technician listed in the Stanton Survey), back ups for committee representatives, boost member participation, the MBPTA web, and the creation of an education committee to schedule meetings topics and speakers. It was suggested that the association set specific goals that correspond with our goal statement. It was also suggested that a list of committees and a description of what each committee does be created in order to provide committee volunteers information on what would be required of them if they did serve on a committee.

MBPTA COURSE INFORMATION

If you would like information regarding the Building Permit Technician program, you can obtain information by visiting the Inver Hills Community College website at www.inverhills.edu or the North Hennepin Community College website at www.nhcc.edu/schedule/. The courses are under "Building Permit Technology."

REVISION OF THE MBPTA GOAL STATEMENT

Here it is---MBPTA's new goal statement:

"The goal of the Minnesota Building Permit Technicians Association is to provide, promote, and support education, networking, professionalism, certification, and recognition of its membership."

DO YOU HAVE YOUR MBPTA CERTIFICATION?

If so, we'd like to know about it. Please contact us so that we can place your name in our newsletter. If you have any comments about your experience, please let us know. You deserve to be recognized by MBPTA for your important accomplishment!

ICC Welcomes New Chapters

Two organizations were granted chapter status by ICC's Board of Directors on Dec. 2, 2005.

Southeast Minnesota Code Officials was granted local ICC chapter status. Established in 1969, they have a long history of promoting professional development of local code officials by hosting and providing various educational seminars, participating on statewide committees and by promoting the code official at all levels.

Region VII of the International Code Council is the fifth group to achieve regional chapter status. They are comprised of chapters from Washington D.C., Delaware, Maryland, New Jersey, Pennsylvania, Virginia and West Virginia. ICC now has 301 chapters in the U.S. and abroad!

2006 ~ MBPTA Committee Roster

Planning/Education - The planning & Education committee mainly corresponds through e-mail. Meetings only occur if necessary. The object of this committee is to plan the education at the five (5) regularly scheduled meetings throughout the year and the annual seminar that is held in the fall that corresponds with the Annual Business Meeting for MBPTA.

Carri Villella - City of Lino Lakes - (651) 982-2420 - cvillella@ci.lino-lakes.mn.us
Barb Benesch - City of Mounds View - (763) 717-4028 - barb.benesch@ci.mounds-view.mn.us
Cecy Lukoskie - City of Shoreview - (651) 490-4683 - clukoskie@ci.shoreview.mn.us
Kathy Pepin - City of Coon Rapids - (763) 767-6476 - pepin@coon-rapids.mn.us
Michele Engberg - Goodhue County - (651) 385-3114 - michele.engberg@co.goodhue.mn.us
Judy Williams - White Bear Township - (651) 429-5827 - judy.Williams@ci.white-bear-township.mn.us

Bylaws - The Bylaws committee corresponds mainly through e-mail. The sole responsibility of this committee is to ensure the bylaws are being followed and to suggest changes prior to the Annual Business Meeting.

Carri Villella - City of Lino Lakes - (651) 982-2420 - cvillella@ci.lino-lakes.mn.us
Michele Engberg - Goodhue County - (651) 385-3114 - michele.engberg@co.goodhue.mn.us

State of Minnesota Education Advisory - This individual serves on the State of Minnesota Education Advisory Committee. This committee meets at various locations approximately every four (4) to six (6) weeks. This is an advisory committee to the State of Minnesota Building Codes and

Standards Division and to the Colleges. This committee makes recommendations for changes with the Building Inspection Technology courses and recommends instructors for those courses.

Carri Villella - City of Lino Lakes - (651) 982-2420 - cvillella@ci.lino-lakes.mn.us

(NEED AN ALTERNATE)

Annual Institute - The Annual Institute Planning Committee shall meet once a month from February through August of each year to plan for the Annual Educational offering that is held typically at the beginning of each year.

Michele Engberg - Goodhue County - (651) 385-3114 - michele.engberg@co.goodhue.mn.us

Cecy Lukoskie - City of Shoreview (651) 490-4683 - clukoskie@ci.shoreview.mn.us

Kathy Pepin - City of Coon Rapids - (763) 767-6476 - pepin@coon-rapids.mn.us

Brian Weidema - MAC - (612) 467-0425 - bweidema@mspmac.org

Disaster - This individual will meet approximately every four (4) to six (6) weeks to discuss preventative measures for Natural Disasters.

Jackie Gritz - City of Arden Hills - 651-634-5120 - jackie.gritz@ci.arden-hills.mn.us

(ALT) Karen Larson - City of Wayzata - 952-404-5301 - Karen@wayzata.org

10,000 Lakes Representative - This individual will attend the 10,000 Lakes Chapter Meetings every month and keep the members of MBPTA informed.

Aaron Borken - City of St. Louis Park - (952) 924-2588 - aborken@stlouispark.org

(ALT) Jennifer Harmer - City of Elk River - 763-635-1063 - jharmer@ci.elk-river.mn.us

(ALT) Lisa Wolfe - City of Elk River - 763-635-1063 - lwolfe@ci.elk-river.mn.us

(C) = Chair (CC) = Co-Chair (ALT) = Alternate

Attention MBPTA Members:

Please review the Committee roster. If you are currently serving on a committee and would like to remain or would like to be removed from the committee, please contact me at (763) 717-4028 or at barb.benesch@ci.mounds-view.mn.usg. Volunteers are needed on the Annual Institute committee. The 2006 Executive Board will make appointments for chair and vice chair at the beginning of the year. Thank you.

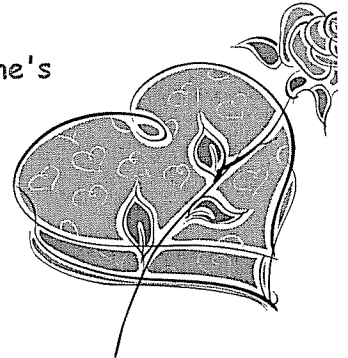
2006 PROPOSED Budget

Meeting Expenses - \$200.00 per Year
Fall Seminar & Annual Meeting/Elections - \$800.00 per Year
Awards for Annual Institute - \$350.00 per Year
Office Supplies - \$300.00 Per Year
Checks - \$100.00 per Year
Annual Officers Meeting - \$150.00
Bank Service Fees - \$84.00 per Year
ICC Conference (1 officer, Spring or Fall) - \$2,000.00 per Year
Media, Marketing & Advertising - \$500.00 per Year
Annual Institute - \$500.00 per Year

Just For Fun

VALENTINE'S DAY TRIVIA

1. What percentage of American women send *themselves* flowers on Valentines Day?
 - a) 5%
 - b) 15%
 - c) 30%
2. What percentage of American men buy flowers for a loved one on Valentine's Day?
 - a) 23%
 - b) 53%
 - c) 73%
3. In 1995, how many heart-shaped boxes of candy were sold?
 - a) 3.5 million
 - b) 35 million
 - c) 350 million
4. Over 90% of all flowers on Valentine's Day are purchased by men.
 - a) True
 - b) False
5. About how many roses, primarily red, will be sold and delivered for Valentine's Day?
 - a) 9 million
 - b) 90 million
 - c) 900 million
6. People send the most greeting cards on which holiday?
 - a) Valentine's Day
 - b) Christmas
 - c) Mother's Day
7. Two out of every three Valentine's Day cards are accompanied by a gift.
 - a) True
 - b) False
8. It is estimated, that of Valentine's Day cards sold:
 - a) 25% are humorous
 - b) More than one third are romantic
 - c) Both of the above



Answers: 1. b; 2. c; 3.b; 4. a; 5. b; 6. b; 7. a; 8.c