

MINUTES OF A REGULAR MEETING OF THE
CLEVELAND CONTRACTOR LICENSING BOARD

Thursday December 15, 2022

Members present: Joe Phillips, Julius Voss, Lexie Horn, David Robinson, Shine Sizemore, Cynthia Blockett, James Hall

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

Chair David Robinson called the meeting to order at 1:30

Approval of the previous meeting minutes

David Robinson requested a motion to approve the minutes of the November, 2022 meeting. Lexie Horn made the motion and Julius Voss seconded the motion. The motion was approved by a vote of "aye" with no opposition.

New Business

Victor Stokes submitted an application for a city of Cleveland license for Master Mechanical, Master Plumbing, Master Gas Pipe Fitting, and Master Electrical. Mr. Stokes submitted all required documents to the board. Lexie Horn made a motion to approve the application from Mr. Stokes, and Julius Voss seconded the motion. The vote was all in favor of the motion.

Michael Lowery and Alton Gilbert both submitted applications to receive reciprocal licenses from the city. Both applications were put on hold until the Contractor Licensing Board can determine the correct process for future licenses. The city ordinance currently does not require reciprocal license applicants to appear before the board.

The board entered in to discussion regarding changes which may need to be made to the current ordinance and application. Some of the questions which were asked by board members are as follows:

Can we require all applicants to appear before the board?

Should the board have to approve and issue city licenses?

Can we deny a city license to state license holders?

Can we remove the reciprocal license clause from the ordinance?

Can we ask applicants for letters, to include bank letters?

Joe Phillips made a motion to require all MSBOC state license holders to also apply for and receive a city of Cleveland license. Julius Voss seconded the motion, and the vote was all in favor. Katie McClellan, city attorney, will revise the ordinance and application as needed and present those changes to the board at the January 2023 meeting.

Shane Hays has resigned from the Contractor Licensing Board. A list of possible replacements will be presented at the January meeting.

David Robinson, chairman of the board, has instituted two new rules for board members.

1. All board members must be present at the 1:30 meeting time in order to be counted present.
2. Only one person will be allowed to have the floor at a time.

As there was no further business, Lexie Horn made a motion to adjourn, and the motion was seconded by James Hall. The vote was all in favor of the motion.

Cleveland Contractor Licensing Board

David Robinson

David Robinson, Chair