

**THE BOARD OF HVAC / HYDRONICS CONTRACTORS  
MINUTES OF MEETING FOR MAY 9, 2017**

The Board of HVAC / Hydronics Contractors met at 757 Carolyn Avenue at 5:00 p.m., on May 9, 2017.

The following duly appointed members were present:

William Whitmeyer  
Dale Witte  
Peter Walsh  
Doug Martin  
Mike Roush, Secretary

Acknowledge guests: None

The meeting was called to order at 5:00 p.m.

A motion to waive the reading of the November 8, 2016 minutes was made by **Peter Walsh** and seconded by **Dale Witte**.

**MOTION CARRIED: 4 – 0**

**General Business:**

The next item on the agenda was a due process hearing regarding Bryan Cullen and the City of Columbus vs. Michael Toops, Toops Heating & Cooling LLC, for a property located at 1515 North Star Avenue. Mr. Toops was charged with violating Columbus Building Code Sections 4113.63, Warm Air Heating and Ventilation Permits Required, 4115.01, Inspections Required, 4115.03, Approvals Required and 4115.05, Inspection Before Covering. Mr. Toops was present for the meeting, however, Mr. Cullen was not in attendance. Mike Roush, City of Columbus Mechanical Inspection Supervisor, stated Mr. Cullen filed the complaint on 3/2/17 against Mr. Toops for repair work to fix a heating/cooling balancing issue in his home. He also stated Mechanical Inspector, Gregg Schultz, did a site visit 3/6/17 and found a new supply air run and a new return air vent had been installed, however, no permits had been obtained for this address. Mr. Toops stated the duct work was existing and the only thing he did was raise the furnace up and tie that in. He also stated he thought this address was covered under Franklin County permitting and not the City of Columbus. He further stated he also did not know he needed to pull a permit for the minimal amount of work that he did in this home. Mr. Walsh made a motion to find that Mr. Toops did not pull a permit for work done at this address. Mr. Witte seconded the motion. **MOTION CARRIED-4-0.** Mr. Walsh made a motion to find Mr. Toops guilty of violating Columbus Building Section 4113.63, Warm Air Heating and Ventilation Permits Required. Mr. Witte seconded the motion. **MOTION CARRIED-4-0.** Mr. Walsh made a motion to find that Mr. Toops did not obtain the proper inspections for work done at this address. Mr. Witte seconded the motion. **MOTION CARRIED-4-0.** Mr. Walsh made a motion to find Mr. Toops guilty of violating Columbus Building Code Section 4115.01, Inspections Required. Mr. Witte seconded the motion. **MOTION CARRIED-4-0.** Mr. Walsh made a motion to find that Mr. Toops did not obtain the appropriate approvals for work done at this address. Mr. Witte seconded the motion. **MOTION CARRIED-4-0.** Mr. Walsh made a motion to find that Mr. Toops did not cover up any work prior to an inspection. Mr. Witte seconded the motion. **MOTION CARRIED-4-0.** Mr. Walsh made a motion to find Mr. Toops not guilty of violating Columbus Building Code Section 4115.05, Inspection Before Covering. Mr. Witte seconded the motion. **MOTION CARRIED-4-0.**

**Old Business:**

None

**New Business:**

**Adjournment:**

There being no further business, a motion to adjourn was made by **Doug Martin** at 5:45 p.m. and seconded by **Dale Witte**.

**MOTION CARRIED:        4 – 0**

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William Whitmeyer, Chairman

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Mike Roush, Secretary