

**Minutes**  
**Well Contractors Certification Commission Meeting**  
May 2, 2023, 10:00 AM

The regularly scheduled meeting of the Well Contractors Certification Commission was called to order on Tuesday, May 2<sup>nd</sup>, 2023 at 10:05 AM at 131 W. Margaret Ln., Hillsborough, NC, Rm. 302 with Chairman Todd Muench presiding. The following persons were in attendance for the meeting:

Commission Members

Christopher Deal  
Chad Julian  
Chauncey Leggett  
Laura Honeycutt  
Todd Muench  
Heather Ray  
Doug Young

WCC Staff

Andrew Morgan  
L. Bryan Colvard

DHHS Staff

W. Wilson Mize

Legal Staff

John Barkley

**I. Preliminary Matters**

(1) Chairman Todd Muench called the meeting to order and requested cellular telephones be silenced.

(2) Chairman Muench then read the NC State Government Ethics Act which mandates that the Chairman inquire as to whether any member knows of a conflict of interest or appearance of conflict with respect to matters before the Commission. The Chairman asked if any member knows of a conflict of interest or appearance of a conflict. No conflict of interest noted.

(3) The chairman also read a statement on the purpose of the Well Contractors Certification Commission: (Article 7A-Well Contractors Certification, G.S. 87-98.3). **Purpose:** It is the purpose of this Commission to protect the public health and safety by ensuring the integrity and competence of well contractors, to protect and beneficially develop the groundwater resources of the State, to require the examination of well contractors and the certification of their competency to supervise or conduct well contractor activity, and to establish procedures for the examination and certification of well contractors.

(4) Notation of Any Revisions or Additions to the Agenda

Commissioner Leggett requested a discussion on a “newsletter”

## **II. Action Items**

(1) Approval of Minutes

The Commission reviewed the February 7, 2023 meeting minutes. Commissioner Leggett made a motion to approve the February 7, 2023, minutes. Commissioner Deal seconded the motion. A vote was taken and the motion passed unanimously.

(2) Election of Chairman

Commissioner Julian nominated Commissioner Deal to replace Commissioner Muench as Chairman effective July 1, 2023. Commissioner Ray seconded the motion. A vote was taken and the motion passed unanimously.

(3) Election of Review Committee member

Commissioner Deal nominated Commissioner Ray to replace Commissioner Muench on the Review Committee effective July 1, 2023. Commissioner Julian seconded the motion. A vote was taken and the motion passed unanimously.

(4) Election of Budget Committee member

Chairman Muench nominated Commissioner Julian to replace Commissioner Muench on the Budget Committee effective July 1, 2023. Commissioner Deal seconded the motion. A vote was taken and the motion passed unanimously.

(5) Pursue electronic exams

Commissioner Ray made a motion to pursue moving to electronic examinations. Commissioner Leggett seconded the motion. A vote was taken and the motion passed unanimously.

(6) Eliminate NEC as an exam reference

Commissioner Leggett made a motion to eliminate NEC as an examination reference effective July 1, 2023. Commissioner Julian seconded the motion. A vote was taken and the motion passed unanimously.

(7) Adopt Franklin AIM manual as a replacement for NEC (minimum 25 questions)

Commissioner Leggett made a motion to adopt the Franklin AIM manual as a replacement for National Electric Code with a minimum of 25 questions effective July 1, 2023. Chairman Muench seconded the motion. A vote was taken and the motion passed unanimously.

(8) Approved Statutory changes as listed, striking out item 5

Commissioner Young made a motion to pursue moving to approve the listed Statutory changes except for item 5. Commissioner Deal seconded the motion. A vote was taken and the motion passed unanimously.

### III. Information Items

#### (1) Staff Report

The staff report was presented by Drew Morgan, for activities that occurred from February through April 2023:

|                                |    |
|--------------------------------|----|
| 1) Exam Reviews                | 3  |
| 2) Exams                       | 31 |
| 3) Field Observations          | 4  |
| 4) Compliance visits           | 3  |
| 5) Attempted compliance visits | 3  |

#### (2) Review Committee Report

Commissioner Young presented the Review Committee report for meetings held in February, March and April 2023. The Review Committee has reviewed 11 applications for certification level A, 2 for level B, 9 for level C and 1 for level D. The Committee also reviewed 4 continuing education courses for pre-approval.

#### (3) Budget Committee Report

Commissioner Honeycutt presented the Budget Committee report for the February 24, 2023 meeting.

#### (4) Ethics Update

Mr. Barkley thanked the Commissioners for submitting their 2023 SEIs and reminded the Commissioners to complete their Ethics Training when due.

### IV. Upcoming Meetings

Commission Meeting – Aug. 8, 2023 @ 10am, 131 W. Margaret Ln., Hillsborough, NC

Review Committee – Jun. 6, 2023 @ 10:00am, at 4000 Chi Rd., Raleigh, NC

Budget Committee – Jul. 29, 2023 @ 10:00 am at location TBD

### V. Adjournment

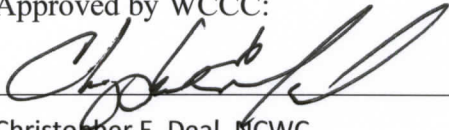
With no further business or comments from Commission or Staff, Commissioner Ray made a motion to adjourn seconded by Commissioner Young. A vote was taken and unanimously passed. The meeting adjourned at 11:33 AM

Respectfully submitted,  
Andrew Morgan, REHS  
WCC Staff

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Approved by WCCC:



Christopher E. Deal, NCWC  
Chairman, Well Contractors Certification Commission  
**[www.wellcontractors.nc.gov](http://www.wellcontractors.nc.gov)**

\_\_\_\_\_/2023

Date