

**Minutes**  
**Well Contractors Certification Commission Meeting**  
February 1, 2022, 10:00 AM

The regularly scheduled meeting of the Well Contractors Certification Commission was called to order on Tuesday, February 1<sup>st</sup>, 2022 at 10:04 AM at 400 W. Market St., Greensboro, NC, Rm. 320 with Chairman Todd Muench presiding. The following persons were in attendance for the meeting:

Commission Members

Justin Barefoot	via telephone
David Brown	
Christopher Deal	
Laura Honeycutt	
Todd Muench	
Heather Ray	
Doug Young	absent

WCC Staff

Andrew Morgan

DHHS Staff

Wilson Mize	via telephone
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Legal Staff

John Barkley	via telephone
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Guests

Bill Magette	NCGWA
Mike Floyd	NCGWA
Chauncey Leggett	NCGWA
Matthew Brown	NCGWA
David Hutson	NCGWA

**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) A roll call was taken to verify a quorum

(4) 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.

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

None

## II. Action Items

(1) Approval of Minutes

The Commission reviewed the November 2, 2021 meeting minutes. Vice-Chairman Honeycutt made a motion to approve the November 2, 2021, minutes. Commissioner Young seconded the motion. A roll call vote was taken and the motion passed unanimously.

(2) Introduction of new Commissioner Heather Ray

Chairman Muench introduced Commissioner Ray. Mr. Morgan noted the WCC office has not received any documents from the NC Ethics Commission regarding Commissioner Ray's appointment. Mr. Barkley advised Commissioner Ray should not vote during the meeting.

(3) Contacting Legislature about Independence

Use updated letter and add other concerns in Article 7B, changes to the Article and/or Rules will still require legislation and rules processes, Chairman Muench wants a copy of the updated letter emailed to him.

## III. Information Items

(1) Staff Report

The staff report was presented by Drew Morgan, for activities that occurred from November 2021 to January 2022:

1) Exam Reviews	5
2) Exams	14
3) Field Observations	5
4) Civil Penalty Assessments	1

Commissioner Muench has volunteered to assist with the February 24, 2022 written examination in Raleigh, NC and Commissioner Ray will assist with the April 14, 2022 also in Raleigh.

(2) Review Committee Report

Commissioner Brown presented the Review Committee report for meetings held in August, September and October 2021. The Review Committee has reviewed 20 applications for certification level A, 1 for level B, 3 for level C and 2 for level D. The Committee also reviewed 4 continuing education courses for pre-approval. Commissioner Brown asked J Barkley about using the Franklin Electric AIM manual on the test, Mr. Barkley to review again and get back to Commissioner Brown.

(3) Budget Committee Report

Commissioner Honeycutt presented the Budget Committee report for the January 11, 2022, meeting. Mr. Morgan to attend VWWA with Commissioner Young in two weeks, and the request for Mr. Morgan to attend TWWA will be submitted soon. Commissioner Honeycutt stated she may give a presentation at Jubilee in July 2022.

(4) Ethics Update

Mr. Barkley reminded the Commissioners to complete their Ethics Training when due.

(5) NCGWA – Bill Magette, Matt Brown, Mike Floyd, David Hutson, Chauncey Leggett

The Commissioners had a lengthy discussion with the NCGWA representatives which included:

- 1) Petitioning the NC Legislature for Statute/Rule changes
- 2) Getting the WCCC authority to assess late fees for certification renewal received after June 30
- 3) The ability to let certification be inactive or reinstated
- 4) The WCCC to determine when and how much annual continuing education is required
- 5) The possibility of having local health department personnel spot check wallet cards
- 6) Require pre-construction conference for well drilling in all counties
- 7) Have the NCGWA directors explain to their membership why the WCCC should be independent from State government (DHHS)
- 8) What to do about well pump installation by uncertified/unlicensed individuals
- 9) Electronic examinations

Mr. Mize stated there is no inspection process for well pump inspections so some counties (rural counties that are understaffed) don't want to spend time on this and it may be good to bring pump installer registration back to provide a list of individuals who install well pumps.

Mr. Barkley advised that a bill for independence from State government should be non-controversial, so the bill has a better chance of passing, and get temporary rulemaking added to bill to speed up new rules or rule revisions.

The WCCC Commissioners and NCGWA representatives agreed it would be in their best interest to work together to accomplish their goals.

#### **IV. Upcoming Meetings**

Commission Meeting – May 3, 2022 @ 10am, 400 W. Market St., Greensboro, NC

Review Committee – Mar. 1, 2022 @ 10:00am, at 501 Millstone Dr., Hillsborough, NC

Budget Committee – Jul. 30, 2022 @ 10:00 am at 2101 N. Oak St., Myrtle Beach, SC

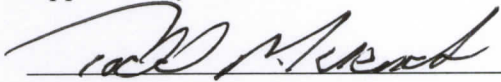


**V. Adjournment**

With no further business or comments from Commission or Staff, Commissioner Brown made a motion to adjourn seconded by Commissioner Deal. A roll call vote was taken and unanimously passed. The meeting adjourned at 12:23 PM

Respectfully submitted,  
Andrew Morgan, REHS  
WCC Staff

Approved by WCCC:

  
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Todd C. Muench, NCWC  
Chairman, Well Contractors Certification Commission  
**[www.wellcontractors.nc.gov](http://www.wellcontractors.nc.gov)**

8/9 /2022  
Date