

MINUTES

CHARLOTTE COUNTY CONSTRUCTION INDUSTRY LICENSING BOARD
18500 Murdock Circle, Room 119, Port Charlotte, Florida 33948

October 5, 2023, at 4:00 pm

Charlotte County Board of County Commissioners does not discriminate on the basis of disability. This nondiscrimination policy involves every aspect of the County's functions, including access to and participation in meetings, programs, and activities. FM Sound Enhancement Units for the Hearing Impaired are available at the Front Security Desk, Building A of the Murdock Administration Complex. Anyone needing other reasonable accommodation or auxiliary aids and services please contact our office at 941.743.1381, TDD/TTY 941.743.1234, or by email to David.Lyles@charlottecountyfl.gov.

- A. **CALL TO ORDER**
Michael Melton, Chairman calls meeting to order at 4:00PM
- B. **PLEDGE OF ALLEGIANCE**
Michael Melton, Chairman
- C. **ROLL CALL**
Mechelle Simes, Clerk to the Board

ROLL CALL

Michael Melton
Christopher Knight
Robert Elie
Charles Hackbarth
Dianne Quilty
Joyce Thompson
Brian Midolo

NOT PRESENT:

Matthew Jones

STAFF PRESENT:

Robert H Berntsson, Board Attorney
Jean Stasio, Assistant County Attorney
Shawn Horton, Code Enforcement & Licensing Manager
Gail Gursky, Supervisor, Code Compliance
Jack McStravic
Shawn McNulty
Ben Bailey, Community Development Director
Paul Cignarale Licensing Officer
Tom Atkinson Certified Code Compliance Officer
Mechelle Simes, Senior Administrative Assistant and Clerk to the Board

- D. **OPENING STATEMENT**
Michael Melton, Chairman

E. **NEXT MEETING DATE**

December 7, 2023, at 4:00 pm

F. **APPROVAL OF MINUTES**

MOTION to approve August 3, 2023, minutes: Dianne Quilty made motioned to approve the minutes from August 3, 2023. Charles Hackbarth seconds. Motion was passed unanimously.

G. **AGENDA CHANGES**

Jean Stasio, Assistant County Attorney: Contesting citation for Blake Alan Dahlquist has been continued to be determined for 2024 CILB hearing schedule.

H. **SWEARING IN OF ALL THOSE GIVING TESTIMONY**

Mechelle Simes, clerk to the board: administered oath to those who gave testimony.

I. **CONSENT – AFFIDAVITS OF NONCOMPLIANCE FINES**

All matters listed under this item are considered to be routine and action will be accomplished by one motion without separate discussion of each item. If discussion is desired by a member of the Board, that item(s) will be removed from the Consent Agenda and considered separately. **Upon Board approval of the affidavits of Noncompliance, each case will be assessed with an additional \$20.00 for the cost of recording a lien.**

	Citations				
	Name	CIT No.	Case #	Amount	Officer Name
1	Jackson Sayward Lawrence	5929	CIT-23-00070	\$1,000	Paul Cignarale
2	Craig W. Galligan	5331	CIT-23-00001	\$1,000	Ken aGarcia
3	Craig W. Galligan	5328	CIT-23-00002	\$1,000	Ken Garcia

MOTION: Charles Hackbarth motioned to accept the fines as stated in the Affidavit of Non-Compliance. Diane Quilty seconds. Motion was passed unanimously.

J. **CONTESTING CITATIONS**

	Contesting Citations				
	Name	CIT No.	Case #	Amount	Officer Name
1	Blake Alan Dahlquist	5453	CIT-23-00050	\$1,000	Tom Atkinson
2	Sean James Reither	5932	CIT-23-00075	\$1,000	Paul Cignarale

**** correction to the line 2, scribe error: Sean James Reiter**

- The investigative report was read into the record for case CIT-23-00050 by Tom Atkinson, Certified Code Compliance Officer, Licensing Division. Blake Alan Dahlquist was present to provide testimony to the Board.
 - **MOTION:** Chuck Hackbarth motioned to Uphold Citation number 5453. The motion was seconded by Brian Midolo, 6 in favor 1 opposed. Motion carries.
- The investigative report was read into the record for case CIT-23-00075 by Paul Cignarale, Code Compliance Officer, Licensing Division. Sean James Reiter was present to provide testimony to the Board.
 - **MOTION:** Christopher Knight motioned to Uphold Citation number 5932. The motion was seconded by Diane Quilty, 7 in favor 0 opposed. Motion carries, unanimous.

K. OLD BUSINESS

L. REPORT FROM THE LICENSING MANAGER

Shawn Horton: Code Enforcement & Licensing Manager.

- Year to date \$94,000.00 issued in citation fines.
- Since last hearing August 3, 2023, 25 citations have been issued.
- 150 proactive cases investigation contacts.
- Phone calls average 250-300 since last hearing.
- 50 Assist case investigations with DBPR and Worker Compensation.
 - Including a DBPR sweep of mobile home parks.
- 75 face to face counter responses.

M. REPORT FROM THE BUILDING DEPARTMENT

Ben Baily, Community Development Director:

- Introduction of Shawn McNulty the new Building Official and Flood Plain Manager of Charlotte County.
- Single Family permits are climbing since hurricane Ian, averaging 275-365 per month.
- State of Emergency Declaration extended to November 11, 2023, by Govender Ron DeSantis.
- New Building Code effective December 31,2023.
 - <https://www.floridabuilding.org/>
 - Notices will be sent out to local contractors registered with the Charlotte County Building Department. The update will include information and links to the updated building code edition 8.
 - Open employments position with the Community Development:
 - Inspectors
 - Electrical
 - Plumbing
 - Building
 - Residential
 - Plans Examiners
 - Open positions, multiple
 - GIS -position opening soon.
 - Check out our website for employment and benefit information.
 - [Job Opportunities | Sorted by Job Title ascending | Charlotte County Career Opportunities \(governmentjobs.com\)](#)

N. REPORT FROM THE ASSISTANT COUNTY ATTORNEY

Jean Stasio, Assistant County Attorney: presentation video on the Florida Sunshine Law.

O. BOARD ATTORNEY COMMENTS

Robert H Berntsson, Board Attorney: Recap of the Florida Sunshine Law and penalties that can occur.

P. REPORT FROM CONSTRUCTION INDUSTRY LICENSING BOARD MEMBERS

Michael Melton, Chairman

- Welcomes our (2) new board members Specialty Contractor Brian Midolo and Consumer Advocate Joyce Thompson.

ADJOURNMENT

Any person who decides to appeal a decision of this Board will need a record of the proceedings pertaining thereto, and therefore may need to ensure that verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

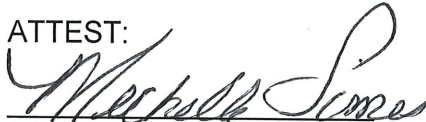
MOTION: Charles Hackbarth motioned to adjourn the hearing. Diane Quilty seconds. Motion was passed unanimously. Michael Melton, Chairman adjourned at 5:08 PM.

CHARLOTTE COUNTY
CONSTRUCTION INDUSTRY LICENSING BOARD
MINUTES OF October 5, 2023
READ AND APPROVED on December 7, 2023



Michael Melton, Chairman

ATTEST:



Mechelle Simes
Sr. Administrative Assistant
Community Development Department
Code Enforcement and Contractor Licensing Division

Complete files of all cases, as well as taped recordings of all proceedings of this meeting, are kept in the Community Development Department and are available to the public.

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