

# FINAL

## State of Oregon

### MANUFACTURED STRUCTURES AND PARKS ADVISORY BOARD

#### *Special Teleconference Meeting*

October 11, 2001

- MEMBERS PRESENT:** Bill Eames, Chairman (Teleconference connection)  
William Peterson, Vice Chairman  
John Caul  
Michael Erb (Teleconference connection)  
Wallace Fort (Teleconference connection)  
Al Laver  
Charles Lynch (Teleconference connection @ 9:50 a.m.)  
Bob Netter  
Bob Schriever
- MEMBERS ABSENT:** Kim Kittle  
Jeff Payne  
Phillip Sterling
- STAFF PRESENT:** Dana Roberts, Manager of Statewide Services  
Larry Iverson, Chief Manufactured Structured and Park and  
Board Secretary (Teleconference connection)  
Louann Rahmig, Rules Coordinator  
Albert Endres, BCD  
Al Rust, BCD  
Debi Barnes-Woods Division Board Coordinator/Recorder
- GUESTS PRESENT:** Toni McConnell, Oregon Manufactured Housing Association  
Don Miner, Oregon Manufactured Housing Association (OMHA)

#### **I. BOARD BUSINESS**

##### **I.A. Call to Order**

Chairman Bill Eames called the Manufactured Structures and Parks Advisory Board to order at 9:35 a.m. The “*Special Teleconferencing Meeting*” was held at the Building Codes Division, Conference Room “A”, 1535 Edgewater NW, Salem, Oregon.

##### **I.B. Roll Call**

All members were connected by teleconferencing and present at the meeting except Kim Kittle, Jeff Payne and Phillip Sterling who were all absent.

##### **I.C. Approval of Agenda and Order of Business**

Chairman Eames **RULED** the agenda approved as mailed.

**I.D. Approval of the January 11, 2001 board meeting minutes**

Chairman Eames **RULED** the minutes approved as submitted.

**I.E. Date of the Next (Special) Meeting: November 16, 2001**

Chairman Eames explained the "Special" meeting November 16, 2001, was the Public Meeting followed by the Work Session for the proposed adoption of the 2002 Oregon Manufactured Dwelling and Park Specialty Code with an effective date of April 1, 2002.

**II. PUBLIC COMMENT – None**

**III. REPORT**

**Manufactured Housing Education Foundation on activities of 200-2001**

**Don Minor, Oregon Manufactured Housing Association**, said that the board had approved an expenditure of \$62,400 for training within the industry. Minor said that \$24, 000 was not used and will be returned back to the Division.

Chief Iverson said that the monies would be held in a fund for training and could not be allocated elsewhere.

**IV. COMMUNICATIONS – None**

**V. APPEALS – None**

**VI. UNFINISHED BUSINESS – None**

**VII. NEW BUSINESS**

**A. Board approval of permanent rule for fee decrease.**

Chief Iverson explained that the divisions budget request was modified. One of the fees was reduced by the legislature.

Chairman Eames explained the history concerning the fee decrease. He said that on July 20, 2000, the board approved a temporary rule to increase certain fees in the manufactured dwelling program. The state code development and training and monitoring fee was not ratified by the 2001 Legislature so the fee had to revert to its prior amount. On June 15 the division filed a temporary rule to be effective July 1, 2001, through December 27, 2001, and notice of permanent rulemaking requesting comments by July 16, 2001. He explained that temporary rules must be replaced with permanent rules within 180 days of effective date.

Chairman Eames said that the recommendation from the division was for the board to approve the permanent rule to be filed effective November 1, 2001.

**MOTION** by Wally Fort to adopt division recommendation.

**MOTION CARRIED UNANIMOUSLY.**

**B. Board approval of 2001-2002 Manufactured Housing training budget proposal.**

Dana Roberts, Manager of Statewide Services said that according to Law, the division may contract directly with the training organization if the board approves.

**Don Minor, Oregon Manufactured Homing Association,** said that he had brought Toni McConnell, also with OMHA for questions. Minor was asking that the board approve \$42,600 to be expended for training within the industry. As with the prior year, if the funds are not used, they will be returned. They are proposing to instruct manufactureres training focusing on the SAA process, operating safety committee, in-plant inspection

*(Charles Lynch connected teleconference)*

Minor explained that they would like to go forward with retail training (training of dealers).

**MOTION** by Michael Erb to adopt division recommendation that the training proposal and the Education Foundation, as outlined in board packet be approved.

**MOTION CARRIED UNANIMOUSLY.**

**C. Board approval for public hearing of 2002 Manufactured Dwelling and Park Specialty Code and associated Administrative Rules.**

Albert Endres, Chairman of the Manufactured Dwelling Advisory Committee explained that the committee has completed work on the 2002 Edition of the Manufactured Dwelling and Park Specialty Code and is recommending it be approved for Public Hearing and permanent rule adoption. He also recommended approval of an amendment to the administrative rule 918-500-0020, which allows adoption of future additions to the specialty code.

Endres said that the Committee met monthly for a period of three years with several members of the industry.

Vice-Chairman William Peterson asked what the procedure for notification was. Louann Rahmig, Rules Coordinator, said that upon approval by the board to refer to Public Hearing, a hearing notice will be filed on October 15, 2001, by the division. The notice will be published in the Oregon Bulletin by the Secretary of States Office on November 1, 2001. The notice will appear on the Web-site for the Secretary of States Office. Hearing notices will also be sent out by the division.

Board member Charles Lynch asked once the posting is made by the Secretary of States Office, November 1, 2001, what would be the time frame for adoption.

Louann Rahmig, Rules Coordinator, said that the notice will advise that the hearing will be held at 9:30 a.m., November 16, 2001. It will also notify the public that the board will be having the Work Session following Public Hearing that same date with the proposed effective date April 1, 2002.

**MOTION** by Wally Fort to adopt the Manufactured Dwelling Advisory Committee recommendation that the 2002 Edition of the Manufactured Dwelling and Park Specialty Code with the amendment to the administrative rule 918-500-0020, which allows adoption of future additions to the specialty code be approved for Public Hearing and permanent rule adoption, with the finding that the added cost, if any, is necessary to the health and safety of the occupants or the public or necessary to conserve scarce resources.

**MOTION CARRIED UNANIMOUSLY.**

### **VIII. ADJOURNMENT**

Chairman Bill Eames adjourned the teleconferencing meeting at 10:10 a.m.

Debi Barnes-Woods  
Division Boards Coordinator