**Meeting Minutes**
**South Dakota Plumbing Commission**

via Microsoft Teams and Conference Call

Thursday, October 23, 2025, 10:00 a.m. CDT

Vice Chair Jeff Leuning called the meeting to order at 10:10 a.m. Director Nielsen called the roll. A quorum was present.

**Members present electronically:** Jon Kist, Jeff Leuning, Duane Levanen, Jim Bailey, Brian Cooper.

**Others present electronically:** Mandy Nielsen, Program Director; Jennifer Anderson, Secretary; Jennifer Doubledee, DLR Staff Attorney; Kristi Brunick, PHCC; Tom Enderson, and Brad Tunge.

Cooper made a motion to adopt the agenda. Bailey seconded the motion. **MOTION PASSED.**

Levanen made a motion to approve the September 26, 2025, minutes. Cooper seconded the motion. **MOTION PASSED.**

Bailey made a motion to move to Executive Session pursuant to SDCL 1-25-2(3). Cooper seconded the motion. **MOTION PASSED.**

The commission entered executive session at 10:16 a.m.

The commission came out of executive session at 10:39 a.m.

Contested case hearing 2025-003:

Bailey made a motion to adopt the Office of Hearing Examiner's Proposed Decision. Levanen seconded the motion. **MOTION PASSED.**

In accordance with SDCL 1-25-13, the board conducted its annual review of open meetings requirements. Commission members were presented with a Guide To South Dakota Open Meeting Laws prepared by the South Dakota Office of the Attorney General's Office. Doubledee reviewed the brochure, discussed the open meetings laws, and provided sources. Cooper made a motion to acknowledge the South Dakota Open Meeting Laws Training. Bailey seconded the motion. **MOTION PASSED.**

The chair opened the floor for public comment. Kristi Brunick from PHCC and Brad Tunge spoke.

The commission discussed mechanical room slope to floor drains, CPVC waste and vent, and sizing of water service on the existing lot in a municipality. The commission requested those items be added to the agenda for the next quarterly meeting for additional discussion.

Director Nielsen presented options related to online testing for licensing. The commission requested additional information and that the item be added to the agenda for the next meeting.

The Commission reviewed Quarterly Financial Reports.

The Commission reviewed Quarterly Applications and Licensing.

The Commission reviewed Quarterly Inspection Reports.

Program Director Nielsen presented her report to the Commission. Kist advised that he thought an eBook for the SD amended 2024 UPC was a good idea. Leuning asked that the three amendments reverted at the IRRC hearing be added to the next meeting agenda.

Bailey made a motion to set the next quarterly meeting for Thursday, January 15, 2026, at 10 am CST. Kist seconded the motion. **MOTION PASSED.**

Levanen made a motion to adjourn. Cooper seconded the motion. **MOTION PASSED.**

The meeting adjourned at 12:11 p.m.