



*The City of Morgantown
West Virginia*



Fire Code Board of Appeals Meeting Minutes
September 11, 2023

The meeting was called to order by Edward Heyden at 4:01 p.m.

Present: Edward Heyden, Mark Lambert, Scott Frederick, Larissa Cason, Trevor Lloyd, Captain Jason Quinn, and Deputy City Clerk Heather Carl. City Clerk Christine Wade was absent.

Election of Chair & Vice-Chair:

Motion by Trevor Lloyd, second by Mark Lambert, to nominate Ed Heyden as the Chair.

There being no other nominations for Chair, Ed Heyden will be the Chair for the 2023-2024, by acclamation.

Motion by Ed Heyden, second by Trevor Lloyd, to nominate Mark Lambert as the Vice Chair.

There being no other nominations for Vice Chair, Mark Lambert will be the Vice Chair for the 2023-2024, by acclamation.

Review of Rules and Procedures:

MFD Captain Jason Quinn (AHJ– Authority Having Jurisdiction) went over the Rules and Procedures with the board members to let them know that they were last approved on October 28, 2016, and if they decide to make changes, they may do so. After discussion, by acclamation, another meeting will be scheduled to go over and make those changes that are needed. By acclamation, the board scheduled to meet on Monday, September 25, 2023, 4:00 p.m. at the Public Safety Building Conference Room.

Miscellaneous:

Discussion of the NFPA Code and NFPA – 1 Code. No action was taken.

Captain Jason Quinn received an appeal letter the day of the meeting from Dow Jones requesting a hearing for the following addresses:

- 31 Jones Avenue, Morgantown, WV
- 311-313 Grant Avenue, Morgantown, WV

The letter was distributed to the board members before the meeting so they could schedule a hearing date. Motion by acclamation to schedule the hearing date for Monday, October 2, 2023, at 4:00 p.m. in the Public Safety Building Conference Room.

There being no other business for discussion, motion by Larissa Cason, second by Mark Lambert to adjourn the meeting. Time: 5:03 p.m.

Date Approved: 9-25-23

Heather R. Care
Deputy City Clerk

Sam Hsu
Chair