

CITY OF SHEBOYGAN
BOARD OF LICENSE EXAMINERS MINUTES

Tuesday, December 02, 2025

Persons with disabilities who need accommodations to attend this meeting should contact the Building Inspection office, (920) 459-3477. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the Building Inspection office at 920-459-3477 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

OPENING OF MEETING

1. Roll Call

Board Members Present: Dan Zelm, Todd Thone, Sam Payne, Martin Perez

Staff/Officials Present: Building Inspector Pat Eirich (Secretary)

Others Present: Boyd Philippi (by phone), Jeffrey Hassinger (by phone)

2. Call to Order

Sam Payne called the meeting to order at 5:00 p.m.

3. Pledge of Allegiance

Pledge of Allegiance was recited by all present.

4. Introduction of Commission members and staff

Each member introduced themselves to attendees and attendees introduced themselves to board members.

MINUTES

5. Review minutes of October 7, 2025 Board of License Examiners meeting.

Reviewed minutes of **October 7, 2025**. Motion by Dan Zelm, seconded by Todd Thone to approve the minutes of **October 7, 2025**. Motion carried.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Review and discuss qualifications and experience of Boyd Philippi Jr, #1506, applying for a Carpenter Contractor license.

Motion by Dan Zelm, seconded by Todd Thone to approve temporary carpenter. Motion carried.

7. Review and discuss qualifications and experience of Jeffrey Hassinger, #2715, applying for a Carpenter Contractor license.

Motion by Dan Zelm, seconded by Martin Perez to approve taking General Contractor exam. Motion carried.

8. Review and discuss qualifications and experience of Juan Carlos Castro, #50122, applying for a Carpenter and Moving/Razing Contractor license.

Motion by Dan Zelm, seconded by Todd Thone to Deny application for carpenter contractor and moving/razing as applicant did not show, has a lack of experience submitted and did not supply enough additional information when requested by board. Motion carried.

NEXT MEETING DATE

9. Next scheduled meeting: February 3, 2026 at 5:00 P.M.

Motion by Todd Thone, seconded by Dan Zelm to have next meeting on **February 3, 2026** at 5:00 P.M.
Motion carried.

ADJOURN

10. Motion to Adjourn

Motion by Dan Zelm, seconded by Sam Payne to adjourn at 5:23 P.M. Motion carried.

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*