

STATE OF MINNESOTA  
BOARD OF ARCHITECTURE, ENGINEERING,  
LAND SURVEYING, LANDSCAPE ARCHITECTURE, GEOSCIENCE  
AND INTERIOR DESIGN

In the matter of Mark W. Willrodt  
PROFESSIONAL ENGINEER  
License Number 40152

STIPULATION AND ORDER  
Board File No. 2013-0056

TO: Mark W. Willrodt  
2203 16<sup>th</sup> Avenue South West  
Austin, Minnesota 55912

The Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design ("Board") is authorized pursuant to Minnesota Statutes section 214.10 (2012) and Minnesota Statutes section 326.111 (2012) to review complaints against architects, professional engineers, land surveyors, landscape architects, geoscientists, and certified interior designers, and to take disciplinary action whenever appropriate.

The Board received information concerning Mark W. Willrodt ("Respondent"). The Board's Complaint Committee ("Committee") reviewed the information. The parties have agreed that the matter may now be resolved by this Stipulation and Order.

**STIPULATION**

IT IS HEREBY AGREED by and between Respondent and the Committee as follows:

1. Jurisdiction. The Respondent was first issued a Professional Engineer license by the Board on February 8, 2000. Respondent is subject to the jurisdiction of the Board with respect to the matters referred to in this Stipulation.

2. Facts. This Stipulation is based upon the following facts:
- a. Respondent was first licensed as a Professional Engineer in the State of Minnesota on February 8, 2000.
  - b. On June 30, 2012, Respondent's Minnesota Professional Engineer license in the State of Minnesota expired.
  - c. Respondent paid the renewal fees to reinstate his Minnesota Professional Engineer license on January 28, 2013.
  - d. Respondent reinstated his Minnesota Professional Engineer license on January 28, 2013. As of the date of this Stipulation, Respondent's Minnesota Professional Engineer license is current with an expiration date of June 30, 2014.
  - e. In a letter dated January 25, 2013, received with the Respondent's Application for License/Certificate Reinstatement through 6/30/2014, Respondent self reported that he may have held himself out as a Professional Engineer during the expiration period, from July 1, 2012 until January 25, 2013. "I feel I violated Item #4 on the Affidavit for Reinstatement because my e-mail signature block and business cards indicated that I was a PE during the time since July 1, 2012." "I understand the seriousness of this issue and I am self-reporting this issue to the Board of AELSLAGID."
  - f. In a letter dated March 20, 2013, Respondent stated: "My e-mails are primarily sent within our company, but I do correspond with vendors and contractors outside our company."

g. In this same letter dated March 20, 2013, Respondent enclosed a copy of an email showing the salutation block for his emails which stated: "Mark W. Willrodt, PE, Senior Staff Engineer" with an Austin, Minnesota address.

h. In this same letter dated March 20, 2013, Respondent stated: "I am also enclosing my business card as well, but I am certain I didn't distribute any of these business cards from July 1, 2012 through January 22, 2013. Since my work is internal to the company, my business cards are rarely used, except for meeting with new vendors or contractors. I confirmed that I wouldn't have used my business cards by checking my work calendar over this time period to see if I met with anyone I didn't already have a working relationship." Respondent's business card states: "Mark W. Willrodt, P.E." with an Austin, Minnesota address.

3. Violations. Respondent admits that the facts specified above constitute violations of Minnesota Statutes section 326.02, subdivision 1 (2012) and are sufficient grounds for the action specified below. Specifically, it is alleged that the Respondent held himself out as a Professional Engineer during the time when his license had expired, from July 1, 2012 until January 28, 2013, by retaining the title of "PE" with a Minnesota address on his business card and in his business email signature block.

4. Enforcement Action. Respondent and the Committee agree that the Board should issue an Order in accordance with the following terms:

- a. Reprimand. Respondent is reprimanded for the foregoing conduct.
- b. Civil Penalty. Respondent shall pay to the Board a civil penalty of

Five Hundred Dollars (\$500.00). Respondent shall submit a civil penalty of Five Hundred Dollars (\$500.00) by cashier's check or money order to the Board within sixty (60) days of the Board's approval of this Stipulation and Order.

c. Respondent shall cease and desist from violating any laws, rules or orders entrusted to enforcement by the Board.

5. Additional Discipline for Violations of Order. If Respondent violates this Stipulation and Order, the Board may impose additional discipline pursuant to the following procedure:

a. The Committee shall schedule a hearing before the Board. At least thirty days prior to the hearing, the Committee shall mail Respondent a notice of the violation alleged by the Committee and of the time and place of the hearing. Within fourteen days after the notice is mailed, Respondent shall submit a response to the allegations. If Respondent does not submit a timely response to the Board, the allegations may be deemed admitted.

b. At the hearing before the Board, the Complaint Committee and Respondent may submit affidavits made on personal knowledge and argument based on the record in support of their positions. The Complaint Committee may submit affidavits responding to any affidavits submitted by Respondent. The evidentiary record before the Board shall be limited to such affidavits and this Stipulation and Order. Respondent waives a hearing before an administrative law judge and waives discovery, cross-examination of adverse witnesses, and other procedures governing administrative hearings or civil trials.

c. At the hearing, the Board will determine whether to impose additional

disciplinary action, including additional conditions or limitations on Respondent's practice or suspension or revocation of Respondent's license.

6. Waiver of Respondent's Rights. For the purpose of this Stipulation, Respondent waives all procedures and proceedings before the Board to which Respondent may be entitled under the Minnesota and United States constitutions, statutes, or the rules of the Board, including the right to dispute the allegations against Respondent, to dispute the appropriateness of discipline in a contested case proceeding pursuant to Minnesota Statutes Chapter 14 (2012), and to dispute the civil penalty imposed by this Agreement. Respondent agrees that upon the application of the Committee without notice to or an appearance by Respondent, the Board may issue an Order containing the enforcement action specified in paragraph 4 herein. Respondent waives the right to any judicial review of the Order by appeal, writ of certiorari, or otherwise.

7. Collection. In accordance with Minnesota Statutes section 16D.17 (2012), in the event this order becomes final and Respondent does not comply with the condition in paragraph 4(b) above, Respondent agrees that the Board may file and enforce the unpaid portion of the civil penalty as a judgment without further notice or additional proceedings.

8. Board Rejection of Stipulation and Order. In the event the Board in its discretion does not approve this Stipulation and Order or a lesser remedy than specified herein, this Stipulation and Order shall be null and void and shall not be used for any purpose by either party hereto. If this Stipulation is not approved and a contested case proceeding is initiated pursuant to Minnesota Statutes Chapter 14 (2012), Respondent

agrees not to object to the Board's initiation of the proceedings and hearing the case on the basis that the Board has become disqualified due to its review and consideration of this Stipulation and the record.

9. Unrelated Violations. This settlement shall not in any way or manner limit or affect the authority of the Board to proceed against Respondent by initiating a contested case hearing or by other appropriate means on the basis of any act, conduct, or admission of Respondent justifying disciplinary action which occurred before or after the date of this Stipulation and Order and which is not directly related to the specific facts and circumstances set forth herein.

10. Record. The Stipulation, related investigative reports and other documents shall constitute the entire record of the proceedings herein upon which the Order is based. The investigative reports, other documents, or summaries thereof may be filed with the Board with this Stipulation.

11. Data Classification. Under the Minnesota Government Data Practices Act, this Stipulation and Order is classified as public data upon its issuance by the Board, Minnesota Statutes section 13.41, subdivision 5 (2012). All documents in the record shall maintain the data classification to which they are entitled under the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (2012). They shall not, to the extent they are not already public documents, become public merely because they are referenced herein. A summary of this Order will appear in the Board's newsletter. A summary will also be sent to the national discipline data bank pertaining to the practice of engineering.

12. Entire Agreement. Respondent has read, understood, and agreed to this

Stipulation and is freely and voluntarily signing it. The Stipulation contains the entire agreement between the parties hereto relating to the allegations referenced herein. Respondent is not relying on any other agreement or representations of any kind, verbal or otherwise.

13. Counsel. Respondent is aware that he may choose to be represented by legal counsel in this matter. Respondent knowingly waived legal representation.

14. Service. If approved by the Board, a copy of this Stipulation and Order shall be served personally or by first class mail on Respondent. The Order shall be effective and deemed issued when it is signed by the Chair of the Board.

**RESPONDENT**

  
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Mark W. Willrodt

Dated: June 19, 2013

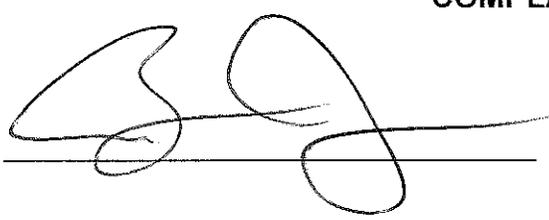
SUBSCRIBED and sworn to before me on this the 19 day of June, 2013.



  
\_\_\_\_\_  
(Notary Public)

My Commission Expires:  
Jan. 31, 2018

**COMPLAINT COMMITTEE**

  
\_\_\_\_\_  
Dated: 8/16/13, 20

Bruce Johnson, PG  
Committee Chair

**ORDER**

Upon consideration of the foregoing Stipulation and Order and based upon all the files, records, and proceedings herein, all terms of the Stipulation and Order are approved and adopted and hereby issued as an Order of this Board this the 27 day of AUGUST, 20 2013.

MINNESOTA BOARD OF  
ARCHITECTURE, ENGINEERING,  
LAND SURVEYING, LANDSCAPE  
ARCHITECTURE, GEOSCIENCE AND  
INTERIOR DESIGN

By: \_\_\_\_\_

  
Douglas C. Cooley, PE  
Board Chair

