

**MINUTES**  
**THE WEST VIRGINIA MANUFACTURED HOUSING CONSTRUCTION AND**  
**SAFETY STANDARDS BOARD**

**June 22, 2017 Teleconference**

The West Virginia Manufactured Housing Construction and Safety Standards Board met June 22, 2017 by teleconference.

**BOARD MEMBERS PRESENT**

Deputy Commissioner Mitch Woodrum, Chair  
Tom Belasco  
Sam Bonasso  
Johnnie Brown  
George Gunnell  
Dave Shaw

**BOARD MEMBERS ABSENT**

None

**OTHERS PRESENT**

Kimberly Legg, Secretary  
Elizabeth Farber, Assistant Attorney General

**MEETING CALLED TO ORDER**

A quorum being present, Mr. Woodrum called the meeting to order at 3:05 p.m.

**APPROVAL OF MINUTES**

Approval of the March 24, 2017 Teleconference Meeting minutes.

Mr. Belasco made a motion to approve the minutes. Mr. Gunnell seconded. Motion carried.

**DISCIPLINARY HEARINGS – QUARTERLY REPORTS**

**1. Disciplinary Hearings – Quarterly Reports – 4<sup>th</sup> Quarter 2016**

**\*\*\* Correspondence from company attached**

17-DISC-QTR023	Elsea, Inc. DBA Component Step Builders***	WV00332	\$50.00
17-DISC-QTR024	Wilson Manufactured Homes, LLC	WV00766	\$50.00
17-DISC-QTR026	Highland Mobile Home Services, Inc.	WV00927	\$50.00
17-DISC-QTR027	DBA Jordan Heating and Cooling	WV01054	\$50.00
17-DISC-QTR028	DBA L & L Mobile Home Transport	WV01055	\$50.00
17-DISC-QTR029	DBA A and B General Contracting	WV01129	\$50.00
17-DISC-QTR030	DBA Custom Transporting & Excavation	WV01138	\$50.00

17-DISC-QTR031	Leonard Trivitt	WV01195	\$50.00
17-DISC-QTR032	Two Bears Electrical Services, LLC	WV01218	\$50.00
17-DISC-QTR033	C T Projects, LLC	WV01219	\$50.00
17-DISC-QTR035	H & W Enterprises, LLC	WV01236	\$50.00
17-DISC-QTR036	In A Flash Plumbing Heating & AC, LLC	WV01247	\$50.00
17-DISC-QTR040	Flanagan Field Services, LLC	WV01244	\$25.00

C T Projects, 17-DISC-QTR033, submitted their quarterly report and fine prior to the meeting and were removed from the list. Mr. Shaw made a motion to waive the fine for Elsea, Inc. DBA Component Step Builders, 17-DISC-QTR023. Mr. Brown seconded. Motion carried. Mr. Brown made a motion to accept remaining staff recommendations of sanctions for licensees: \$50.00 for failure to file the quarterly report and \$25.00 for filing the report late. Mr. Belasco seconded. Motion carried.

## LICENSE APPLICATIONS

### Contractors

JPB Services, LLC (Final Approval)  
 258 Middleview Road  
 Bridgeport, WV 26330

Mr. Gunnell made a motion to accept the application for JPB Services, LLC. Mr. Shaw seconded. Motion carried.

A & A Heating and Cooling, LLC (Final Approval)  
 P.O. Box 163 Physical Address: 129 Calvin Street  
 Fairmont, WV 26554 Fairmont, WV 26554

Mr. Belasco made a motion to accept the application for A & A Heating and Cooling, LLC. Mr. Gunnell seconded. Motion carried with the Chair voting. Mr. Shaw and Mr. Bonasso abstained from voting.

Environmental Compliance Incorporated (Final Approval)  
 DBA ECI  
 30 Steele Hollow Road  
 Spencer, WV 25276

Mr. Brown made a motion to accept the application for Environmental Compliance Incorporated on the condition they submit a list of the remaining stockholders of the corporation. Mr. Bonasso seconded. Motion carried.


Top Notch Construction, LLC (Final Approval)  
 DBA Top Notch Construction of Tennessee, LLC  
 1505 Snodgrass Road  
 New Tazewell, TN 37825

Mr. Brown made a motion to accept the application for Top Notch Construction. Mr. Gunnell seconded. Motion carried.

**NEXT MEETING** – To be determined

**ADJOURNMENT**

Mr. Shaw made a motion to adjourn. Mr. Gunnell seconded. Motion carried. Meeting adjourned at 3:27 p.m.

Approved:   
Mitchell E. Woodrum, Chair