MINUTES
THE WEST VIRGINIA MANUFACTURED HOUSING CONSTRUCTION AND SAFETY STANDARDS BOARD

December 20, 2017

The West Virginia Manufactured Housing Construction and Safety Standards Board met December 20, 2017 at the State Capitol Complex - Building 3 Room 200 - Charleston, West Virginia.

BOARD MEMBERS PRESENT
Commissioner Mitchell E. Woodrum, Chair
Tom Belasco
Sam Bonasso
Johnnie Brown
George Gunnell

BOARD MEMBERS ABSENT
D. Gary Shaw

OTHERS PRESENT
Michael Sams, Deputy Commissioner
Elizabeth Farber, Assistant Attorney General
Kathy Rucker, Director, Licensing
Brian White, Labor Program Specialist, Licensing
Wade Alexander, Field Inspector
Tom Stricklen, Field Inspector
Joseph Mason, Field Inspector

MEETING CALLED TO ORDER
A quorum being present, Mr. Woodrum called the meeting to order at 10:00 a.m.

APPROVAL OF MINUTES
Approval of the September 20, 2017 Teleconference minutes.

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

PUBLIC COMMENT
No one appeared for public comment.
DISCIPLINARY HEARINGS

The hearings are for licensees that failed to protest violations issued within ten (10) days from receipt of violation or protested violation and was denied, and the Board will hear evidence pertaining to fines and/or penalties on those violations.

17-DISC-001 – Barton D. Lawson DBA Lawson’s Construction - License Number WV01197. Violated §42-CSR-19-10A.2(a)(i) and §42-CSR-19-14.1(o) – Failure to install a manufactured home in compliance with a state or federal standard; and §42-CSR-19-10A.3 – Frost line considerations.

No one appeared on behalf of Lawson’s Construction.

Mr. Woodrum presented evidence and recommended a Reprimand for failing to install a manufactured home in compliance with a state or federal standard and transportation damage and a $750.00 fine for frost line considerations.

Mr. Bonasso made a motion to accept staff’s recommendation. Mr. Brown seconded. Motion carried.


No one appeared on behalf of CMH Manufacturing, Inc. DBA TRUtn 2.

Mr. Woodrum presented evidence and recommended a $750.00 fine for violating 3280.307 – resistance to elements and use.

Mr. Brown made a motion to accept staff’s recommendation. Mr. Bonasso seconded. Motion carried with Mr. Gunnell abstaining and the Chair voting.

DISCIPLINARY HEARINGS – QUARTERLY REPORTS

1. Disciplinary Hearings – Quarterly Reports – 1st Quarter 2017

*** Correspondence from company attached

17-DISC-QTR042   DBA L & L Mobile Home Transport           WV01055
17-DISC-QTR043   DBA A and B General Contracting             WV01129
17-DISC-QTR044   DBA Moon’s Mobile Home Movers              WV01186
17-DISC-QTR045   C T Projects, LLC                           WV01219 (I)
17-DISC-QTR046   In A Flash Plumbing Heating & AC, LLC       WV01247
17-DISC-QTR049   DBA John Kennard Mobile Home Services        WV00940 (I)
17-DISC-QTR050   DBA Howes Mobile Home Movers                WV00945 (I)
17-DISC-QTR051   DBA Jordan Heating and Cooling              WV01054
17-DISC-QTR052   Dunlap Mobile Home Service, LLC             WV01185
17-DISC-QTR053   Leonard Trivitt                            WV01195 (I)
17-DISC-QTR054   Two Bears Electrical Services, LLC           WV01218 (I)
17-DISC-QTR055   H & W Enterprises, LLC                      WV01236 (I)
17-DISC-QTR056   Quinn Electrical Services, LLC              WV01254
Mr. Belasco made a motion to accept staff’s recommendation of sanctions for licensees: $50.00 for failure to file the quarterly report and $25.00 for filing the report late. Mr. Bonasso seconded. Motion carried.

Disciplinary Hearings – Quarterly Reports – 2nd Quarter 2017

*** Correspondence from company attached

<table>
<thead>
<tr>
<th>Code</th>
<th>Company Name</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>17-DISC-QTR057</td>
<td>CMH Manufacturing, Inc.</td>
<td>DBA Clayton – Maynardville</td>
<td>WV00115</td>
</tr>
<tr>
<td>17-DISC-QTR058</td>
<td>S &amp; M Used Auto Mobile &amp; Mobile Home Sales</td>
<td>WV00831</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR062</td>
<td>Prestige Housing, Inc.</td>
<td>WV01210</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR064</td>
<td>DBA Summit Air Conditioning and Heating</td>
<td>WV00946</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR070</td>
<td>Barnette’s Dozer Service, Inc.</td>
<td>WV00357</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR072</td>
<td>Highland Mobile Home Services, Inc.</td>
<td>WV00927</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR073</td>
<td>DBA John Kennard Mobile Home Services</td>
<td>WV00940 (l)</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR074</td>
<td>DBA Howes Mobile Home Movers</td>
<td>WV00945 (l)</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR075</td>
<td>DBA Jordan Heating and Cooling</td>
<td>WV01054</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR076</td>
<td>DBA A and B General Contracting</td>
<td>WV01129</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR077</td>
<td>Dunlap Mobile Home Service, LLC</td>
<td>WV01185</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR078</td>
<td>DBA Moon’s Mobile Home Movers</td>
<td>WV01186</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR079</td>
<td>Leonard Trivitt</td>
<td>WV01195 (l)</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR080</td>
<td>Two Bears Electrical Services, LLC</td>
<td>WV01218 (l)</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR081</td>
<td>C T Projects, LLC</td>
<td>WV01219 (l)</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR082</td>
<td>DBA Cedar Hill Construction</td>
<td>WV01224</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR083</td>
<td>Robert Carl Shelton, LLC***</td>
<td>WV01243 (l)</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR084</td>
<td>Terry R. Brunfield DBA HGR Trucking</td>
<td>WV01248</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR085</td>
<td>DBA Frederick’s Dirt Works***</td>
<td>WV01249 (l)</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR086</td>
<td>Quinn Electrical Services, LLC</td>
<td>WV01254</td>
<td></td>
</tr>
<tr>
<td>17-DISC-QTR087</td>
<td>A &amp; A Heating and Cooling, LLC</td>
<td>WV01258</td>
<td></td>
</tr>
</tbody>
</table>

Mr. Woodrum advised the board that 17-DISC-QTR064, 17-DISC-QTR070 and 17-DISC-QTR084 came into compliance prior to the meeting. Mr. Brown made a motion to accept remaining staff’s recommendation 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.

DISCIPLINARY HEARINGS – CEASE AND DESIST ORDERS

CD17-210 River Valley Contracting - Unlicensed. Violated §21-9-12a – Engaging in manufactured housing business activities in the State of West Virginia without a valid license. No one appeared on behalf of River Valley Contracting.

Mr. Woodrum presented evidence and recommended a **$200.00 fine** for violation cited.

Mr. Belasco made a motion to accept staff recommendation. Mr. Bonasso seconded. Motion carried.
LICENSE APPLICATIONS

Contractor

Greg Mitchell DBA Larry Mitchell Mobile Home Moving (Final Approval)
207 Mitchells Way
Washington, WV 26181

Mr. Brown made a motion to approve the application. Mr. Bonasso seconded. Motion carried.

RECOVERY FUND SUBMITTALS

Lisa Boling (04383)  
835 C Holiday Park Drive
Salt Rock, WV 25559

TNT Mobile Home Sets – WV00673 (I)

Mr. Gunnell made a motion to approve the Recovery Fund submittal for Lisa Boling to install piers or support brackets only. HVAC crossover duct issue will be sent to the consumer as a recommendation to have repaired herself. Mr. Bonasso seconded. Motion carried with Mr. Brown voting against.

STAFF REPORT

Recovery Fund Case Update was provided to the board members.

Recovery Fund - $1,574,653.32 as of October 31, 2017.

Brian White introduced the new field inspectors to the Board – Joseph Mason and Thomas Stricklen.

Mr. Gunnell and Mr. Brown addressed the Board and staff regarding the procedure in place when an attorney is involved in a consumer complaint.

The Board and staff discussed the possibility of converting board books from paper to electronic.

NEXT MEETING

March 29, 2018

ADJOURNMENT

Mr. Brown made a motion to adjourn. Mr. Bonasso seconded. Motion carried. Meeting adjourned at 11:03 a.m.

Approved: Mitchell E. Woodrum, Chair