

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

March 29, 2018 Teleconference

The West Virginia Manufactured Housing Construction and Safety Board met March 29, 2018 by teleconference.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

None

OTHERS PRESENT

Michael Sams, Deputy Commissioner
Elizabeth Farber, Assistant Attorney General
Kathy Rucker, Licensing Director
Brian White, Labor Program Specialist
Kimberly Legg, Secretary

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 December 20, 2017 Board Meeting minutes.

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

PUBLIC COMMENT

Andy Gallagher of the West Virginia Housing Institute updated the Board on HB 2464, which pertains to selling manufactured homes “as is” and not for human habitation. The Board does not have jurisdiction over this issue but told Mr. Gallagher to let his members know they will be required to charge 6% sales tax on homes sold under this statute.

DISCIPLINARY HEARINGS – QUARTERLY REPORTS

Disciplinary Hearings – Quarterly Reports – 3rd Quarter 2017

*** Correspondence from company attached

18-DISC-QTR003	Fleetwood Homes, Inc.	WV01141	\$25.00
18-DISC-QTR004	S & M Used Automobile & Mobile Home Sales, Inc.	WV00831	\$25.00
18-DISC-QTR006	DBA Summit Air Conditioning and Heating	WV00946	\$25.00
18-DISC-QTR007	Watterson's Mobile Home Movers	WV01036	\$25.00
18-DISC-QTR009	Colebank's Construction, LLC	WV01183	\$25.00
18-DISC-QTR012	Fleetwood Homes, Inc.***	WV01142	\$50.00
18-DISC-QTR015	Highland Mobile Home Services, Inc.	WV00927	\$50.00
18-DISC-QTR016	Adam Jordan DBA Jordan Heating and Cooling	WV01054	\$50.00
18-DISC-QTR017	DBA A and B General Contracting	WV01129	\$50.00
18-DISC-QTR019	DBA Moon's Mobile Home Movers	WV01186	\$50.00
18-DISC-QTR020	Rozelle Enterprises, LLC DBA Tradeworx	WV01226	\$50.00
18-DISC-QTR021	Quinn Electrical Services, LLC	WV01254	\$50.00
18-DISC-QTR022	A & A Heating and Cooling, LLC	WV01258	\$50.00

Mr. Woodrum informed the Board that 18-DISC-QTR009 paid their fine prior to the meeting and have been removed from the list. Mr. Shaw 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. Brown seconded. Motion carried.

Disciplinary Hearings – Quarterly Reports – 4th Quarter 2017

*** Correspondence from company attached

18-DISC-QTR027	Certified Repairs, LLC	WV00707	\$50.00
18-DISC-QTR028	Highland Mobile Home Services, Inc.	WV00927	\$50.00
18-DISC-QTR029	El Cheapo's Mobile Home Moving	WV00955	\$50.00
18-DISC-QTR031	Adam Jordan DBA Jordan Heating and Cooling	WV01054	\$50.00
18-DISC-QTR032	DBA A and B General Contracting	WV01129	\$50.00
18-DISC-QTR033	Joseph Price DBA Cedar Hill Construction	WV01224	\$50.00
18-DISC-QTR034	Quinn Electrical Services, LLC	WV01254	\$50.00
18-DISC-QTR035	A & A Heating and Cooling, LLC	WV01258	\$50.00

Mr. Belasco made a motion to accept staff recommendations of sanctions for licensees: \$50.00 for failure to file the quarterly report and \$25.00 for filing the report late. Mr. Shaw seconded. Motion carried.

LICENSE APPLICATIONS

Dealer

Debra H. Crites DBA Preferred Properties Manufactured Housing	
202 S. Main Street	Physical Address: 41 Leisure Lane
Moorefield, WV 26836	Moorefield, WV 26836

Mr. Brown made a motion to approve the application upon receipt of proof of filing assumed name with the Clerk of the Hardy County Commission. Mr. Gunnell seconded. Motion carried. After the meeting, Assistant Attorney General Farber researched §47-8-2 and discovered it was amended in 2017. Sole proprietorship and General Partnerships are no longer required to file with the county clerk but they must file their assumed name with the Secretary of State's Office. Staff verified that "Preferred Properties Manufactured Housing" has been filed with the SOS and completed processing the application.

Contractors

DRB Contracting, LLC
501 Bowles Ridge Road
Liberty, WV 25124

Thompson Construction Group, Inc.
100 N. Main Street
Sumter, SC 29150

Wood Heating & Air Conditioning, LLC
614 Front Street
Marietta, OH 45750

Mr. Brown made a motion to accept all contractor applications. Mr. Belasco seconded. Motion carried.

RECOVERY FUND UPDATE

Mr. Woodrum updated the Board on the balance of the Recovery Fund as of February 28, 2018, and the status of three Recovery Fund projects previously approved by the Board.

NEXT MEETING – June 27, 2018

ADJOURNMENT

Mr. Brown made a motion to adjourn. Mr. Belasco seconded. Motion carried. Meeting adjourned at 10:18 a.m.

Approved: 
Mitchell E. Woodrum, Chair