

MINUTES

THE WEST VIRGINIA BOARD OF MANUFACTURED HOUSING CONSTRUCTION AND SAFETY

June 26, 2025

The West Virginia Board of Manufactured Housing Construction and Safety met June 26, 2025, at 1900 Kanawha Boulevard East, State Capitol Complex - Building 3, Room 200 - Charleston, West Virginia at 10:00 a.m.

BOARD MEMBERS PRESENT

Commissioner Mitchell E. Woodrum, Chair
Thomas Belasco
Johnnie Brown
Keith Casto
Gary Shaw
Steven Solomon

BOARD MEMBERS ABSENT

George Gunnell

OTHERS PRESENT

Brooke M. Farber, Deputy Commissioner
Brian White, Labor Programs Manager
Kimberly Legg, Board Secretary
Scott Elswick, Field Inspector
Davin Davis, Field Inspector

MEETING CALLED TO ORDER

A quorum being present, Mr. Woodrum called the meeting to order at 10:01 a.m.

APPROVAL OF AGENDA

Mr. Brown made a motion to approve the agenda. Mr. Belasco seconded. Motion carried.

APPROVAL OF MINUTES

Approval of the March 27, 2025, board meeting minutes.

Mr. Brown made a motion to approve the minutes. Mr. Shaw seconded. Motion carried.

PUBLIC COMMENT

No one appeared for public comment.

DISCIPLINARY HEARINGS

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

25-DISC-007 – CMH Homes, Inc. DBA Oakwood Homes #737 – WV0965. Violated §42-CSR-19-10.A..2.1(a) and §42-CSR-14.1.15 – Failure to install a manufactured home in compliance with a state or federal standard; and §42-CSR-19-14.1.21 – Failure to fulfill any written or implied warranty obligations.

Randy Tibbett appeared on behalf of Oakwood Homes #737.

Mr. White presented evidence and recommended a \$500.00 fine for failing to install a manufactured home in compliance with a state or federal standard and a Reprimand for failing to fulfill any written or implied warranty obligations.

Mr. Solomon made a motion to accept the staff's recommendation. Mr. Shaw seconded. Motion carried with Mr. Brown voting no.

25-DISC-008 – KVC, LLC – WV00835. Violated §42-CSR-10A.3 – Failure to install a manufactured home in compliance with frost line considerations.

No one appeared on behalf of KVC, LLC but a written response was submitted.

Mr. White presented evidence and recommended a Reprimand for installation of a manufactured home in violation of frost line considerations.

Mr. Brown made a motion accept staff's recommendation. Mr. Solomon seconded. Motion carried.

25-DISC-QTR009 – Tazewell Housing, Inc. – WV1209. Violated §42-CSR-10A.2.1(a) and §42-CSR-19-14.1.15 – Failure to install a manufactured home in compliance with a state or federal standard.

Timmy Lester appeared on behalf of Tazewell Housing, Inc.

Mr. White presented evidence and recommended a \$500.00 fine for failing to install a manufactured home in compliance with a state or federal standard and order to complete corrections within fifteen (15) days from receipt of final order or license will be suspended.

Mr. Brown made a motion to accept the staff's recommendation. Mr. Casto seconded. Motion carried.

DISCIPLINARY HEARINGS – QUARTERLY REPORTS

1. Disciplinary Hearings – Quarterly Reports – 1st Quarter 2025

*** Correspondence from company attached
FTC – Failure to Comply
L – Late

25-DISC-QTR004	Wampler's Homes, Inc.	WV00039	L	\$25
25-DISC-QTR005	Gary's Homes, Inc.	WV00728	FTC	\$50
25-DISC-QTR007	Express Homes, Inc. DBA Express Modular	WV01124	FTC	\$50
25-DISC-QTR008	Hartzler's Quality Housing, Inc.	WV01173	FTC	\$50
25-DISC-QTR009	Home Pro Custom Builders, LLC	WV01342	FTC	\$50
25-DISC-QTR010	Crystal View Homes III, LLC	WV01386	FTC	\$50

Mr. Belasco made a motion to approve the 1st Quarter 2025 staff recommendations for licensees: \$50.00 for 0-10 previous violations of failing to submit the report; \$100.00 for 11-30; \$250.00 for 31+ violations; and \$25.00 for filing the report late. Mr. Brown seconded. Motion carried.

DISCIPLINARY HEARINGS – CEASE AND DESIST ORDERS

CD24-271 – Stapleton Transfer, LLC – 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 Stapleton Transfer, LLC but a written response was submitted.

Mr. White presented evidence and recommended a Reprimand for the violation cited.

Mr. Solomon made a motion to accept the staff's recommendation. Mr. Brown seconded. Motion carried.

LICENSE APPLICATIONS

Manufacturer

Cavco Manufacturing, LLC (Cavco Nappanee) – Final Approval

***Replacing Fairmont Homes, LLC – WV01238**

3636 N. Central Avenue, Suite 1200
Phoenix, AZ 85012

Physical Address: 2181 E. Market Street
Nappanee, IN 46550

Cavco Manufacturing, LLC (Cavco Shipperville) – Final Approval

***Replacing Commodore Homes, LLC DBA Colony Factory Crafted Homes – WV01313**

3636 N. Central Avenue, Suite 1200
Phoenix, AZ 85012

Physical Address: 20510 Paint Blvd.
Shipperville, PA 16254

Cavco Manufacturing, LLC (Cavco Clarion) – Final Approval

***Replacing Commodore Homes, LLC DBA Commodore Homes of Pennsylvania – WV01314**

3636 N. Central Avenue, Suite 1200
Phoenix, AZ 85012

Physical Address: 20898 Paint Blvd.
Shipperville, PA 16254

Cavco Manufacturing, LLC (Cavco Hamlet) – Final Approval

***Replacing Cavco Industries, Inc. DBA Cavco Homes of North Carolina – WV01328**

3636 N. Central Avenue, Suite 1200
Phoenix, AZ 85012

Physical Address: 106 Innovative Way
Hamlet, NC

Cavco Manufacturing, LLC (Cavco Goshen) – Final Approval

***New**

3636 N. Central Avenue, Suite 1200
Phoenix, AZ 85012

Physical Address: 1902 Century Drive
Goshen, IN 46528

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

Dealer

Cana MH, LLC DBA Cana Homes (Final Approval)

1361 Grafton Road
Morgantown, WV 26508

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

CMH Homes, Inc. DBA Clayton Development Group

P.O. Box 4098
Maryville, TN 37802

Physical Address: 5000 Clayton Road
Maryville, TN 37802

Mr. Solomon made a motion to reject the application. No one seconded. Motion failed.

Mr. Brown made a motion to approve the application. Mr. Shaw seconded. Motion carried with Mr. Brown, Mr. Shaw and Mr. Casto voting to approve. Mr. Solomon voted no. Mr. Belasco did not vote.

Contractors

Larry Shrout DBA Full House Construction (Final Approval)

P.O. Box 411

Tunnelton, WV 26444

Physical Address: 523 Gibson Street

Tunnelton, WV 26444

Level Land Development, LLC (Final Approval)

P.O. Box 975

Sophia, WV 25921

Physical Address: 251 McKinney Hollow Road

Sophia, WV 25921

Stapleton Transfer, LLC (Final Approval)

P.O. Box 55

Peach Creek, WV 25639

Physical Address: 458 Allegheny Avenue

Peach Creek, WV 25639

Mr. Brown made a motion to approve the contractor applications. Mr. Casto seconded. Motion carried.

STAFF REPORT

- Advised the Board of the completion of the Recovery Fund project for consumers Ashley and Micheal Morgan
- Recovery Fund balance as of June 16, 2025 - \$1,911,663.89

NEXT MEETING

Thursday, September 18, 2025 at 10:00 a.m.

ADJOURNMENT

Mr. Solomon made a motion to adjourn. Mr. Belasco seconded. Motion carried. Meeting adjourned at 11:02 a.m.

Approved:



Mitchell E. Woodrum, Chair