

## **MINUTES**

### **THE WEST VIRGINIA BOARD OF MANUFACTURED HOUSING CONSTRUCTION AND SAFETY**

September 18, 2025

The West Virginia Board of Manufactured Housing Construction and Safety met September 18, 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  
George Gunnell – via telephone  
Gary Shaw – via telephone  
Steven Solomon

#### **BOARD MEMBERS ABSENT**

None

#### **OTHERS PRESENT**

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

#### **MEETING CALLED TO ORDER**

A quorum being present, Mr. Woodrum called the meeting to order at 10:02 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 June 26, 2025, board meeting minutes.

Mr. Brown made a motion to approve the minutes. Mr. Gunnell 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-010 – Champion Home Builders, Inc. – WV01156.** Violated §42-CSR-19-14.1.21 – Failure to fulfill any written or implied warranty obligations.

Jay Ciokajlo appeared on behalf of Champion Home Builders.

Mr. White presented evidence and recommended a \$250.00 fine for failing to fulfill any written or implied warranty obligations.

Mr. Brown made a motion to reduce the staff recommendation to a Reprimand. Mr. Casto seconded. Motion carried.

**25-DISC-011 – French City Homes, Inc. – WV00158.** Violated §42-CSR-19-10A.2.1(a) and §42-CSR-19-14.1.15 – Failure to install a manufactured home in compliance with a state or federal standard; §42-CSR-19-14.1.4 – Failure to establish and maintain records; and §42-CSR-19-14.1.19 – Utilization of an unlicensed contractor.

No one appeared on behalf of French City Homes, Inc. but a written response was submitted.

Mr. White presented evidence and recommended a Reprimand for installation of a manufactured home in accordance with state or federal standards, a Reprimand for failing to conduct a site review and evaluations and establish and maintain records; and \$250 fine for utilizing an unlicensed contractor.

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

**25-DISC-012 – Precision HVAC, Inc. DBA Precision Heating and Cooling – WV01270.** 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.

No one appeared on behalf of Precision HVAC, Inc. but a written response was submitted.

Mr. White presented evidence and recommended a \$100.00 fine for failing to install a manufactured home in compliance with a state or federal standard.

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

**25-DISC-013 – CMH Homes, Inc. DBA Freedom Homes #367 – WV00703.** 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; §42-CSR-19-12.1 – Failure to transport a manufactured home in compliance with a state or federal standard; and §42-CSR-19-14.1.19 – Utilization of an unlicensed contractor.

Attorney Jason Stemple appeared on behalf of Freedom Homes #367.

Mr. White presented evidence and recommended a \$250.00 fine for failing to install a manufactured home in compliance with a state or federal standard, a Reprimand for failing to transport a manufactured home in compliance with a state or federal standard and a \$250.00 fine for utilizing an unlicensed contractor.

Mr. Solomon made a motion to reduce the staff recommendation of \$250 for installation to a Reprimand and accept remaining staff recommendations. Mr. Brown seconded. Motion carried. Mr. Gunnell recused himself.

## **DISCIPLINARY HEARINGS – QUARTERLY REPORTS**

### **1. Disciplinary Hearings – Quarterly Reports – 2<sup>nd</sup> Quarter 2025**

\*\*\* Correspondence from company attached

FTC – Failure to Comply

L – Late

25-DISC-QTR011	Champion Home Builders, Inc.	WV01291	FTC	\$50
25-DISC-QTR012	Legacy Housing Corporation.	WV01393	FTC	\$50
25-DISC-QTR013	Express Homes, Inc. DBA Express Modular	WV01124	FTC	\$50
25-DISC-QTR014	L&C Homes, LLC	WV01365(I)	FTC	\$50
25-DISC-QTR015	Blue Spruce Pointe Home Sales	WV01370	FTC	\$50
25-DISC-QTR016	Bluegrass village Pointe Home Sales	WV01371	FTC	\$50
25-DISC-QTR017	Hummingbird Hills Pointe Home Sales	WV01372	FTC	\$50
25-DISC-QTR018	Independence Hill Pointe Home Sales	WV01373	FTC	\$50
25-DISC-QTR019	White Pines Pointe Home Sales	WV01374	FTC	\$50

Mr. Brown made a motion to approve the 2<sup>nd</sup> 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. Solomon seconded. Motion carried.

## **DISCIPLINARY HEARINGS – CEASE AND DESIST ORDERS**

**CD25-272 – Alltek Environmental Services, 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 Alltek Environmental Services, LLC but a written response was submitted.

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

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

**CD25-273 – Wolfcom, 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 Wolfcom, LLC.

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

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

**CD25-274 – Heidi Kallner DBA B&B Home Service. – Unlicensed.** Violated §21-9-12a – Engaging in manufactured housing business activities in the State of West Virginia without a valid license.

Heidi Kallner appeared on behalf of B&B Home Service.

Mr. White presented evidence and recommended a \$200.00 fine for the violation cited.

Mr. Brown made a motion to reduce the staff recommendation to \$100.00. Mr. Belasco seconded. Motion carried.

## **LICENSE APPLICATIONS**

### **Dealers**

Charleston Home Center, LLC (Final Approval)

**\*Replacing Charleston Home Center, Inc. – WV00904**

P.O. Box 13257  
Charleston, WV 25360

Physical Address: 2350 Edens Fork Road  
Charleston, WV 25360

CMH Homes, Inc. DBA Clayton Homes #1188

P.O. Box 4098  
Maryville, TN 37802

Physical Address: 615 Kentucky Avenue, SE  
Norton, VA 24273

Marcus Homes, LLC – Final Approval

777 East Washington Street  
Charles Town, WV 25414

Physical Address: 35 Fox Chase Court  
Kearneysville, WV 25430

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

### **Contractors**

Junction Box Electric, LLC – Final Approval

987 Shumaker Road  
Buckhannon, WV 26201

Valley Breeze HVAC, LLC – Final Approval

195 Chestnut Drive  
Wardensville, WV 26851

Heidi Kallner DBA B&B Home Service – Final Approval

3834 McNamer Brown Road  
Lucasville, OH 45648

Mountain Top Heating & Cooling, LLC – Final Approval

125 E. High Street, Suite D  
Kingwood, WV 26537

First Property Solutions, LLC

DBA West Virginia Property Management – Final Approval  
1338 Ritter Drive  
Daniels, WV 25832

Rich's Refrigeration, Air Conditioning, Heating, Plumbing & Welding Service, Inc. – Final Approval  
2285 Airport Road  
Sutton, WV 26601

Leonard Trivitt (**Re-application**) – Final Approval  
255 Cedar Branch Road  
Saltville, VA 24379

Project Resolution, LLC – Final Approval  
281 Rustic Hill Drive  
Princeton, WV 24739

Precise Masonry, LLC (**Re-application**) – Final Approval  
1000 Glory Lane  
Gallipolis Ferry, WV 25515

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

#### **STAFF REPORT**

- Advised the Board of final renewal numbers for FY 2026.
- Recovery Fund balance as of June 16, 2025 - \$1,925,668.64

#### **NEXT MEETING**

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

#### **ADJOURNMENT**

Mr. Brown made a motion to adjourn. Mr. Solomon seconded. Motion carried. Meeting adjourned at 10:58 a.m.

Approved:



Mitchell E. Woodrum, Chair