

**LLR - SOUTH CAROLINA MANUFACTURED HOUSING BOARD**  
**Synergy Business Park, Kingstree Building**  
**110 Centerview Drive, Kingstree Building, Room 108**  
**Columbia, South Carolina 29210**

**MINUTES**

**Tuesday, June 14, 2016**

**10:00 A.M.**

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Mr. Randall Altman, Board Chairman announced that the meeting was held in accordance with §30-4-80 of the South Carolina Freedom of Information Act and, by notice, mailed to all requesting persons, organizations, and news media. In addition, notice was posted on the bulletin boards at the main entrances of the Kingstree Building.

**WELCOME AND CALL TO ORDER:**

Chairman Altman called the regular meeting of the South Carolina Manufactured Housing Board to order at 10:00 a.m. Other board members present for the meeting included: Wayne Iseman, Michael Levy, David Randall, Dorothy Edwards, Arthur Newton, Adam Reese and Bert Polk.

Staff members participating in the regular meeting included: Hardwick Stuart, Advice Counsel, Kyle Tennis, Disciplinary Counsel, Todd Bond, Chief Investigator, Gwyn Morris, Investigator, R.J. Kirby, Investigator, Jennie Meade, Program Coordinator for Roger Lowe, Administrator and Crystal George, Program Assistant.

Others present participating in the meeting included Mark Dillard, Manufactured Housing Institute of South Carolina, Bruce Kelly, South Carolina Manufactured Housing Academy, Con Eargle, South Carolina Manufactured Housing Academy, Ami Tilva, King's Mobile Home Sales, Bao Le, Bao Le, LLC and Nadine Garrett, Court Reporter.

**Approval of Agenda:**

*Tuesday, June 14, 2016*

**MOTION:**

Mr. Randall made a motion to accept the Tuesday, June 14, 2016 Agenda. Mr. Levy seconded the motion, which carried unanimously.

**Approval of Minutes:**

*Tuesday, March 8, 2016*

**MOTION:**

Mr. Randall made a motion to approve the March 8, 2016 Minutes. Mr. Newton seconded the motion, which carried unanimously.

**Approval/Disapproval of Absent Members:**

Mr. Iseman made a motion to approve the absence of W. Marion Moore, Patrick Smith and Richard Bagwell. Mr. Newton seconded the motion, which carried unanimously.

**Chairman's Remarks:**

None

**Administrator's Remarks: Jennie Meade for Roger Lowe**

Ms. Meade announced that Mr. Lowe would not be present.

**Office of Investigations and Enforcement (OIE):**

*Todd Bond*

**OIE Status Report** –There are 38 cases, 6 active investigations and 43 closed cases.

**IRC Report** – IRC met June 2, 2016 to discuss 20 cases. 18 cases were dismissed, 1 formal complaint and 1 letter of caution.

**MOTION:**

Ms. Edwards made a motion to accept the IRC Report as presented. Mr. Levy seconded the motion, which carried unanimously.

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**Office of General Counsel (OGC):**

*Kyle Tennis*

**OGC Report** – There are 7 cases, 5 pending action, 1 pending hearing and 1 on Appeal on the Administrative Law Court.

**MOTION:**

Mr. Randall made a motion to accept the OGC Report as presented. Ms. Edwards seconded the motion, which carried unanimously.

**Unfinished Business:**

**PSI – Technical Questions on the Salesperson’s Exam**

Ms. Meade reported that the technical questions on PSI’s Manufactured Housing Salesperson’s Exam were removed. The new test began June 9, 2016. However, there are some testers that reported some technically questions are still on the test. The Board requested that Mr. Kelly continue to gather information at the Academy and relay its finding to Mr. Dillard. Mr. Dillard in turn will continue to dialogue with Mr. Lowe and report back to the Board at the next regular meeting.

**New Business:**

**Reconsideration - Order**

*Scott J. Henrich dba MH Services – MDL. 35740*

Respondent cancelled appearance.

**Application Review**

*Bao Le, Bao Le, LLC – Manufactured Dealer’s License*

Mr. Le was present and without counsel. This Review was to determine whether a Manufactured Housing Dealer’s License can be issued. The Board heard testimony.

**MOTION:**

Mr. Randall made a motion to recess. Mr. Newton seconded the motion, which carried unanimously. Recess was from 10:18 am to 10:30 am.

**MOTION:**

Mr. Iseman made a motion to go into executive session for legal advice. Mr. Randall seconded the motion, which carried unanimously.

**MOTION:**

Mr. Newton made a motion to come out of executive session. Mr. Levy seconded the motion, which carried unanimously. No action was taken while in executive session except to obtain legal advice from advice counsel. Executive session was from 10:37 am to 10:41 am.

**MOTION:**

Mr. Iseman made a motion to approve the application for dealer with the conditions of being limited to selling used and repossessed homes until appropriate experience is gained. In the event applicant wants to open a retail lot for new homes, he must reapply, come back before the Board, and correct application question about any other State licenses. Mr. Randall seconded the motion, which carried unanimously.

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**Disciplinary Hearing**

*Case No.: 2015-46 – Ami Tilva d/b/a King’s Mobile Homes – MDL. 35714*

Ami Tilva appeared before the Board without counsel. Licensee entered into a Memorandum of Agreement with the State. Hearing was to determine what sanctions, if any, is appropriate in this matter

**MOTION:**

Mr. Iseman made a motion to go into executive session for legal counsel. Ms. Edwards seconded the motion, which carried unanimously.

**MOTION:**

Mr. Randell made a motion to come out of executive session. Ms. Newton seconded the motion, which carried unanimously. No action was taken while in executive session except to obtain legal advice from advice counsel. Executive session was from 11:01 am to 11:18 am.

**MOTION:**

Mr. Iseman made a motion to accept the Memorandum of Agreement, with Respondent to pay fine of \$500 for each violation, for a total of \$1000, to be paid within 60 days of the date of the receipt of the Final Order, the license be reissued when it becomes due with the condition that she be on probation for one year for any violation of the Manufactured Housing Board Rules and Regulations; and that if there is a third strike in that one year period, the license be revoked immediately. Ms. Edwards seconded the motion, which carried unanimously.

**Public Comments:**

Mark Dillard, Manufactured Housing Institute of South Carolina asked for clarification on the matter of a dealership being open for business without having a licensee on the premises.

**Date of Next Meeting:**

The next regular meeting of the South Carolina Manufactured Housing Board will be Tuesday, September 13, 2016.

**Adjournment:**

There being nothing further, the meeting adjourned at 11:29 a.m.

*(These proceedings were recorded by a court reporter in order to produce a verbatim transcript, if requested, in accordance with the law.)*