

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

**Tuesday, June 8, 2010**

**10:00 A.M.**

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**Public Notice** of this meeting was properly posted at the Manufactured Housing Board office, Synergy Business Park, Kingstree Building, and provided to all requesting persons, organizations, and news media in compliance with Section 30-4-80 of the South Carolina Freedom of Information Act.

**Welcome And Call To Order:**

Randall Altman, Chairman called the regular meeting of the Manufactured Housing Board to order at 10:00 a.m. Other members present for the meeting included: Tim Holt; Michael Levy; Paul Laurent; Jane Ballagh; Clarence Strickland and Sharon Johnson.

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

Staff members participating in the meeting included: Sheridan Spoon, Assistant Deputy General Counsel, Michael Anderson; Administrator, Angela Scott Administrative Assistant.

Others present participating in the meeting included: Mr. Alan Hutto; and Mrs. Kathy Holt

**Approval of Agenda:**

*Tuesday, June 8, 2010*

**MOTION:**

Mr. Holt made a motion to approve the Tuesday, June 8, 2010, Agenda. Mr. Strickland seconded the motion, which carried unanimously.

**Approval of Minutes – Tuesday, March 9, 2010**

**MOTION**

Mr. Strickland made a motion to approve the Tuesday, March 9, 2010, with the following corrections: delete Approval of October 13, 2009, Agenda add Approval of March 9, 2010, Agenda. Mr. Ballagh seconded the motion, which carried unanimously.

**Approval/Disapproval of Absent Members:**

Mr. Iseman received excused absences.

**Chairman's Remarks:**

Chairman Altman thanked everyone for attending the meeting.

**Administrators Remarks For Information:**

**Apprentice License** – Mr. Anderson informed the Board that the Manufactured Housing Board Apprentice License would go into affect July 1, 2010; and Office of Licensure and Compliance are currently renewing all Manufactured Housing Board Licensees. He reported that notices were mailed the week of May 17, 2010.

**Mrs. Lynn King** – Mr. Anderson reported that Mrs. Lynn King retired effective April 30, 2010, and expressed how much she would be missed.

**Advisory Opinions**

*Sheridan Spoon*

NONE

**Legislative Update**

*Mr. Robert Selman*

NONE

OIE Report – Office of Investigations and Enforcement

Mr. Charlie Ido reported the number of investigations as of today:

554 - Complaints Received since July 1, 2004  
21 – Open Complaints  
5 – Pending Bond Claims

533 – Closed  
20 – In Office of General Counsel

Mr. Ido reported that the Office of Investigation and Enforcement attended the Annual Building Official Association (BOASC) Meeting held on May 2<sup>nd</sup> - May 5<sup>th</sup> at North Myrtle Beach, South Carolina. Investigators Deer, Kirby and Hembree presented a presentation regarding the relationship between Residential; Manufactured Housing and Building Codes Investigators and how it affects and interrelates with the Building Officials throughout the State. He reported that approximately seventy - (70) building officials and inspectors attended the meeting.

The Building Officials requested that following information be relayed to the Commissions, Boards and Administrators:

- Copies of Cease and Desist be forwarded to the Building Official;
- Website be user friendly; and
- Public Announcements on televisions and radio stating licensing is required.

Mr. Ido reported the following staff changes:

Investigator Bill Crouse retired December 2009; Investigator RJ Kirby retired March 2010, but was rehired as a temporary full-time employee; and the Building Official from Town Of Berkley was hired. The Investigators are currently cross training doing both Manufactured Housing and Residential Builders Investigations.

OGC Report – Office of General Counsel

Mrs. Suzann Hawkins reported the number of cases as of today:

1 – ALC Hearing and it is before the Court of Appeal

OLC Report – Office of Licensure and Compliance

NONE

**Progress Reports**

NONE

**Old Business:**

NONE

**New Business:**

Bond Claims:

NONE

**Appeal of Bond Claim:**

*Advantage Homes – Bond # 1707419*

The Board held an Appeal of Bond Claim Hearing – Advantage Homes.

The applicant was not present and the Board took no action.

*(This proceeding was recorded by a court reporter in order to produce a verbatim transcript if requested in accordance with the law.)*

**Public Comments:**

*Clarence Strickland*

Mr. Strickland thanked Mr. Spoon for doing an outstanding job at the March 9, 2010.

*Timothy Holt*

Mr. Holt introduced his wife of 25 years Mrs. Katy Holt.

**Date of Next Meeting:**

*September 14, 2010 Room 108*

The next meeting for the Manufactured Housing Board is scheduled for Tuesday, September 14, 2010, in conference room 108.

**Adjournment:**

Mr. Strickland moved the meeting be adjourned. Mr. Laurent seconded the motion, which carried unanimously. The June 8, 2010, meeting of the South Carolina Manufactured Housing Board was adjourned at 12:30 p.m.