

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

MINUTES

Tuesday, December 11, 2018

10:00 A.M.

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 10:01 a.m. Other board members present for the meeting included: Dorothy Edwards, Michael Levy, W. Marion Moore, David a. Randall, Adam Reese and Patrick Smith.

Staff members participating in the regular meeting included: Hardwick Stuart, Advice Counsel, Todd Bond, Chief Investigator, Kyle Tennis, Disciplinary Counsel, Roger Lowe, Administrator and Crystal Varn, Program Assistant.

Others present, participating in the meeting, included Mark Dillard, Manufactured Housing Institute of South Carolina, Shell Suber, Manufactured Housing Institute of South Carolina and Michelle A. Manni, Court Reporter.

Approval of Agenda:

Tuesday, December 11, 2018

MOTION:

Mr. Moore made a motion to accept the Tuesday, December 11, 2018 Agenda. Mr. Smith seconded the motion, which carried unanimously.

Approval/Disapproval of Absent Members:

Richard Bagwell, Wayne Iseman, Arthur Newton and Nathan Ellis

MOTION:

Mr. Smith made a motion to excuse the absent members. Mr. Randall seconded the motion, which carried unanimously.

Approval of Minutes:

September 24, 2018

MOTION:

Mr. Randall made a motion not to approve the minutes as presented and to have them represented at the next meeting. Mr. Levy seconded the motion, which carried unanimously.

Chairman's Remarks:

Chairman Altman greeted everyone in the meeting. He welcomed back Hardwick Stuart, Advice Counsel.

Administrator's Remarks:

Administrator Roger Lowe informed the board that the license manual produced by NACLA is being updated. The new revision should print in May 2019. Mr. Lowe also informed the board that Manufactured Housing floor sales has increased. He also informed the board that HUD will experience major changes in their staffing. There is a lot of networking and positive communication between HUD and South Carolina.

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Office of Investigations and Enforcement (OIE):

Todd Bond, Chief Investigator

OIE Status Report –There was a total of 122 complaints received since January 1, 2018 which is approximately 30% more cases than in 2016 and 2017. Investigators Gwyn Morris and RJ Kirby have done 73 dealer lot inspections.

IRC Report – IRC met November 29, 2018 to discuss 13 cases. IRC recommends 10 cases for dismissal, 1 for Formal Complaint and 2 for Citations.

MOTION:

Mr. Levy made a motion to accept the IRC Report as presented. Mr. Randall seconded the motion, which carried unanimously. 1 case is pending ALC scheduling.

Office of Disciplinary Counsel (ODC):

Kyle Tennis, Disciplinary Counsel

ODC Report – There are 2 open cases in ODC. 1 case is pending attorney review which will, more than likely, be tried March 2019.

MOTION:

Mr. Moore made a motion to accept the ODC's Report as presented. Mr. Smith seconded the motion, which carried unanimously.

New Business:

NONE

Unfinished Business:

NONE

Public Comments:

Mr. Mark Dillard, Manufactured Housing Institute of South Carolina, informed the board that the first Manufactured Housing Continuing Education class was a success. Board members, Mr. Moore and Mr. Bagwell, participated as a panel on installation practice and sales tax. Mr. Dillard invited members of the board to sit in on a course, if interested.

Date of Next Meeting: The next meeting will be Tuesday, March 12, 2019.

Adjournment:

MOTION:

Mr. Randall made a motion to adjourn the meeting. Ms. Edwards seconded the motion, which carried unanimously. There being nothing further, the meeting adjourned at 10:16 am.

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