

***SOUTH CAROLINA RESIDENTIAL BUILDERS COMMISSION***

Synergy Business Park, Kingstree Building  
110 Centerview Drive, Kingstree Building, Room 108  
Columbia, South Carolina 29210

Minutes

Wednesday, February 8<sup>th</sup>, 2017

10:00 a.m.

Timothy W. Roberts, Board Chair, 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.

**Welcome and Call to Order:**

Timothy W. Roberts, Board Chair, called the regular meeting of the South Carolina Residential Builders Commission to order at 10:01 a.m. Other Board members present for the meeting included:

Al Bailey, Christy Rhyne, Bryan Dowd, W. Duvall Spruill, and Hal Dillard

**Approval of Agenda:**

*Wednesday, February 8<sup>th</sup>, 2017*

**MOTION:**

Ms. Rhyne made a motion to approve the February 8<sup>th</sup>, 2017, agenda. Mr. Dowd seconded the motion, which carried unanimously.

**Approval of Minutes:**

*Wednesday, January 11, 2017*

**MOTION:**

Mr. Bailey made a motion to approve the January 11, 2017, minutes. Ms. Rhyne seconded the motion, which carried unanimously.

**Excused Member(s):**

Mr. Lemmon absent due to illness

**MOTION:**

Mr. Dowd made a motion to approve the absence of Mr. Lemmon due to illness. Mr. Bailey seconded the motion, which carried unanimously.

**Chairman's Remarks:**

*Timothy W. Roberts*

Mr. Roberts, Chairman reminded everyone that this meeting is being recorded and asked that everyone please speak clearly. Additionally, he advised all applicants and licensees to direct their questions to the chairman of the board.

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**Disclosure Statement Waiver Request:**

*Angela Cerbelli*

The Commission held a hearing regarding Ms. Angela Cerbelli's request for a waiver of the disclosure statement under the owner/builder exemption. Ms. Angela Cerbelli and her witness appeared before the Commission and waived her right to counsel.

**MOTION:**

Mr. Dillard made a motion to approve the request for waiver of the disclosure statement. Mr. Dowd seconded the motion, which carried unanimously.

**Application/License Reviews:**

*Charles Miller*

The Commission held an application review regarding Charles Miller. Mr. Miller appeared before the Commission and waived his right to counsel.

**MOTION:**

Mr. Dowd made a motion to allow Mr. Miller to sit for the exam. Mr. Dillard seconded the motion, which carried unanimously.

*Michael Perry*

The Commission held an application review regarding Mr. Michael Perry. Mr. Perry appeared before the Commission and waived his right to counsel

**MOTION:**

Mr. Bailey made a motion to allow Mr. Perry to sit for the exam. Mr. Dillard seconded the motion, which carried unanimously.

*Mary C. Flowers-Williamson*

The Commission held an application review regarding Ms. Mary C. Flowers-Williamson. Ms. Flowers-Williamson appeared before the Commission and waived her right to counsel

**MOTION:**

Mr. Bailey made a motion to allow Ms. Flowers-Williamson to sit for the exam. Mr. Dowd seconded the motion, which carried unanimously.

*Charvis Wright*

The Commission held an application review regarding Mr. Charvis Wright. Mr. Wright appeared before the Commission and waived his right to counsel.

**MOTION:**

Mr. Bailey made a motion to allow Mr. Wright to sit for the exam. Ms. Rhyne seconded the motion, which carried unanimously.

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*Jared Zank*

The Commission held an application review regarding Mr. Jared Zank. Mr. Zank appeared before the Commission and waived his right to counsel.

**MOTION:**

Mr. Bailey made a motion to allow Mr. Zank to sit for the exam. Mr. Dowd seconded the motion, which carried unanimously.

*Dwight J. Smith*

The Commission held an application review regarding Mr. Dwight J Smith. Mr. Smith appeared before the Commission and waived his right to counsel.

**MOTION:**

Mr. Dillard made a motion to allow Mr. Smith to sit for the exam. Ms. Rhyne seconded the motion, which carried unanimously.

*Keith Adduce*

The Commission held an application review regarding Mr. Keith Adduce. Mr. Adduce appeared before the Commission and waived his right to counsel.

**MOTION:**

Mr. Dowd made a motion to allow Mr. Adduce to sit for the exam. Mr. Bailey seconded the motion, which carried unanimously.

*Charles Vecchione*

Mr. Vecchione did not appear before the Commission.

**MOTION:**

No motions were made

*James Richards*

The Commission held an application review regarding Mr. James Richards. Mr. Richards appeared before the Commission and waived his right to counsel.

**MOTION:**

Mr. Dillard made a motion to allow Mr. Richards to sit for the exam. Mr. Dowd seconded the motion, which carried unanimously.

*Robert Clifford*

The Commission held an application review regarding Mr. Robert Clifford. Mr. Clifford appeared before the Commission and waived his right to counsel

**MOTION:**

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Mr. Dillard made a motion to approve the Home Inspector license and exam waiver for Mr. Clifford. Ms. Rhyne seconded the motion, which carried unanimously.

*Chad Runyans*

The Commission held an application review regarding Mr. Chad Runyans. Mr. Runyans appeared before the Commission and waived his right to counsel.

**MOTION:**

Mr. Bailey made a motion to allow Mr. Runyans to sit for the exam. Mr. Dowd seconded the motion, which carried unanimously.

*Todd Cook*

The Commission held an application review regarding Mr. Todd Cook. Mr. Cook appeared and waived his right to counsel.

**MOTION:**

Mr. Bailey made a motion to approve Mr. Cook's request for a Specialty Registration. Ms. Rhyne seconded the motion, which carried unanimously.

*Simeon Littlejohn*

The Commission held an application review regarding Mr. Simeon Littlejohn. Mr. Littlejohn appeared before the Commission and waived his right to counsel.

**MOTION:**

Mr. Bailey made a motion to allow Mr. Littlejohn to sit for the exam. Ms. Rhyne seconded the motion, which carried unanimously.

*John Batcheller*

Mr. Batcheller did not appear before the Commission.

**MOTION:**

No motions were made

**Affidavits:**

**MOTION:**

Mr. Bailey made a motion to implement the new affidavits with more in depth information for the Builder and Specialty License. Ms. Rhyne seconded the motion, which carried unanimously.

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**Licensure requirements to build an addition or do structural aspects of building**

Janet Baumberger, Administrator spoke regarding the local jurisdictions seeking clarification on the type of licenses or registration required to build additions or to construct structural aspects of a building. Mr. Patrick Brown, Building Official from Edisto Beach, spoke regarding the current process in Edisto but expressed concern about other county and municipal code requirements and expressed the need for a state-wide standard. The Commission did not take any action.

**Administrator's Remarks for Information:**

Janet Baumberger, Administrator introduced Mr. Robert "Robbie" Boland as the new Assistant Deputy Director.

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

*Todd Bond*

**OIE Status Report** – Mr. Bond present the OIE Report 57 complaints were received had been received to date with 219 active investigations, with 106 cases closed as for of 02/08/2017.

**Recommendation of Investigation Review Committee (IRC)**

*Resolution Guidelines*

**MOTION:**

Mr. Dowd made a motion to approve the Resolution Guidelines. Mr. Bailey seconded the motion, which carried unanimously.

**Public Comments:**

No comments made.

**Date of Next Meeting:**

*Wednesday, March 8, 2017; 10:00 A.M., Meeting Room 108, Kingstree Building*

The next meeting of the SC Residential Builders Commission will be held Wednesday March 8<sup>th</sup>, 2017, beginning at 10:00 A.M., at the Synergy Business Complex, Kingstree Building, Room 108, in Columbia, SC

**Adjournment:**

Mr. Dowd made a motion to adjourn the meeting. Mr. Bailey seconded the motion, which carried unanimously.

The February 8<sup>th</sup>, 2017, meeting of the South Carolina Builders Commission was adjourned at 12:27 pm.