

**PLEASE NOTE:** The following is a brief summary of the minutes of the North Carolina Manufactured Housing Board Hearing of January 18, 2011 (The official record is recorded and maintained on CD)

**MINUTES OF THE**  
**NORTH CAROLINA MANUFACTURED HOUSING BOARD**  
**JANUARY 18, 2011**

**RALEIGH, NORTH CAROLINA**

Tim Bradley chaired the January 18, 2011 Meeting. Members of the North Carolina Manufactured Housing Board that called in were: Lynn Carlson, Billy Glover, Wayne Carpenter, David Cranfield, Katrina F. Bryant, Dell Averette, Mike Perkins and new Board Member, Cliff DeSpain was present. Board Members, Linda Willey and Jeff Mooring were not available. Staff present: Joe Sadler, Karen Holden, Pat Walker, Ellen Tyndall, and LaShawn Piquant, Staff Attorney. Brad Lovin with the North Carolina Manufactured Housing Association was present.

1 Tim Bradley called the meeting to order. Chairman announced that Joe Sadler was appointed as Deputy Director of the Manufactured Housing Division.

2. Newest Board Member Cliff DeSpain was introduced, administered Oath of Office.

3. Minutes of July 20, 2010 Meeting were reviewed. Motion was made and seconded to accept the minutes. Motion Carries.

(The October 19, 2010 conference call meeting was not held due to telephone technical difficulties).

4. **Old Business:**

A. Unlicensed Activity - Joe gave results of consumer complaint case that was heard by Robeson County District Court of an unlicensed set up contractor. The set up contractor was ordered to return \$1500.00 to the consumer and cease working in the manufactured housing industry. Joe answered and responded to questions by the Board.

B. Joe advised that cash bond for Stephen Prescott dba D & S Enterprises, License Number 3407, was returned on August 4, 2010.

C. Joe advised that cash bond for Joyce Mobile Home Mover & Set Up, License Number 32659, was returned on August 4, 2010.

D. License Fee Increase Refund Report - Joe gave report to the Board members advising that all refunds have been issued with the exception of 19 licensees. The refund checks for those 19 licensees have been received and checks will be mailed out this week.

5. **New Business:**

A. Directions for future license applicants who have cases that are pending in Court or under investigation by another State Agency (Phoenix Housing Group, LLC).

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- A. Directions for future license applicants who have cases that are pending in Court or under investigation by another State Agency (Phoenix Housing Group, LLC).

LaShawn gave report on pending case with Attorney's General Office and indicated that if complaint were filed against individual then we would need direction from the Board. Board agreed to give license and if something came up later, they would deal with it at that time.

- B. Ethic Commission Requirements for Board and Commission Members - Joe handed out updated information to Board members. Course can now be taken online. Chairman stressed the importance in complying Ethic Commission training. Members can be removed if they do not comply. Reporting forms are due by the 31<sup>st</sup>. Chairman advised that he has completed his training on December 10, 2010.

- C. Discussion for opinion regarding modular homes and /or building s on dealer's lot for display - Modular homes being set up on dealers lots. Joe discussed with Board for their information. Joe answered and responded to questions by the Board.

- E. Discussion regarding procedures and penalties of unlicensed activity - Joe asked Board for direction. In one instance a group on the coast is putting up signs around town buying mobile homes and then selling them on Craig's List. Staff has advised the individuals to cease. The Manufactured Building Division must depend on the local District Attorney for their assistance. Salespersons are not a problem; they are usually checked by our inspectors through dealer lot inspections. Dealers and set up contractors are the primary problem. We find them through complaints from other licensees, local building officials and consumer complaints. Staff is looking for any ideas or suggestions from the Board. Joe answered and responded to questions by the Board.

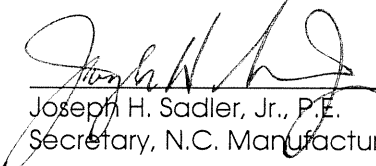
Billy Glover suggested checking with the N.C. Division of Motor Vehicles for assistance.

- D. Other New Business - Rewriting our Regulations

Brad Lovin with NCMHA congratulated Joe Sadler and Cliff DeSpain on their appointments.

Tim checked with the Board members on their position for the telephone conference meetings in lieu of coming to Raleigh when there are no hearings scheduled. The staff will continue to make judgment calls on Board meetings.

Motion was made to adjourn the meeting and motion passed. Meeting adjourned.

  
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Joseph H. Sadler, Jr., P.E.  
Secretary, N.C. Manufactured Housing Board