

Ohio Manufactured Homes Commission
April 20, 2016
10:00 AM
5100 Parkcenter Avenue, Suite 103
Dublin, Ohio 43017

Members Present

Ron Younkin, Chair
Evan Atkinson, Vice Chair
Rodney Hemming
Marlene Knopsider
Eric Zgodzinski

Commission Staff

Janet M. Williams, Executive Director
Angel Legge, Program Administrator
Terry Swackhammer, Inspector/Investigator
Gary Whitaker, Inspector/Investigator

Legal Counsel

Christie Limbert, AAG

Members Absent

Regina Hanshaw
Tom Rehrig

Guests

Warren Connolly, OCIB
Jim Demitrus, AMHRO
Jeff Demitrus, AMHRO
Kathleen Demitrus, AMHRO
Linda Miller, AMHRO
Frank Pojman, AMHRO
Fouad Yared, Cleveland Tenants Organization

Call to Order

The meeting was called to order at 10:12 AM by Ron Younkin.

Roll Call

All Commissioners were present with the exception of Regina Hanshaw and Tom Rehrig.

Approval of the Minutes

Ron Younkin asked for a motion to approve the minutes from the February 20, 2016 meeting.

Action: A motion was made by Eric Zgodzinski to approve the minutes from the February 20, 2016 meeting. The motion was seconded by Rodney Hemming. The motion passed unanimously.

Public Comment

Frank Pojman wanted to bring to the Commissioner's attention of a matter that the EPA is addressing in regards to the waste water treatment facility at Columbia Park. Mr. Pojman was assured the EPA was well aware of the issues and the EPA is handling the matter as it is their jurisdiction.

Fouad Yared with the Cleveland Tenant's Organization discussed a matter pertaining to Applecreek Community which was recently purchased by Horizon Land Management. The residents are concerned with the new rules put in place by the new owner's. Janet Williams instructed Mr. Yared to send in the complaints and the Commission will look at the case and see if there is anything that needs to be done.

Executive Director's Report

Janet Williams presented a list of ten (10) applicants for salesperson licenses that met the requirements for a salesperson's license.

Action: A motion was made by Eric Zgodzinski and seconded by Rodney Hemming to approve the ten (10) salesperson applicants listed on the ratification list pending the results of the fingerprinting. The motion passed unanimously.

Janet Williams presented a list of four (4) applicants for a dealer's license that met the requirements for a dealer's license.

Action: A motion was made by Evan Atkinson and seconded by Rodney Hemming to approve the four (4) dealer applicants listed on the ratification list pending fingerprint results and bond received. The motion passed unanimously.

Janet Williams presented a list of three (3) applicants for an installer's license that met the requirements for an installer's license.

Action: A motion was made by Eric Zgodzinski and seconded by Evan Atkinson to approve the three (3) applicants for an installer's license listed on the ratification list pending the passing of the exam. The motion passed unanimously.

Potential Hearings

Janet Williams presented 9 people to the Commission for possible 119 hearings. Charges were read for each individual.

Action: Eric Zgodzinski made a motion to proceed with 119 hearings for all 9 individuals. Evan Atkinson seconded the motion. The motion passed unanimously.

Washington DC Approval

Janet Williams asked the Commission to approve for her to travel to Washington D.C. to attend HUD's SAA/PIA meeting June 13-June 16.

Action: A motion was made by Eric Zgodzinski and seconded by Rodney Hemming to approve travel to Washington D.C. for Janet Williams to attend the HUD SAA/PIA meeting. The motion passed unanimously.

June Commission Meeting

Janet Williams informed Commissioners that the June meeting would need to be cancelled due to her being in Washington D.C. The next scheduled meeting will be May 18th, 2016.

Quorum Lost

Commissioner Eric Zgodzinski had to leave at 11:30am. The Commission no longer had a quorum. The remainder of the day was spent giving informational material to the remaining members.

Inspectors Report

Gary Whitaker presented the update on the Community Complaints Resolved.

Budget Report

Janet Williams presented the update on the budget as of the current date. Total expense for FY16 to date is \$675,473 and total revenue to date is \$965,689. Revenues are not expected to increase much more for FY16. Expenses are expected to increase by \$260,000 by year's end.

Community Inspections

Angel Legge hosted a webinar on March 28, 2016 for all agencies conducted annual park inspections on behalf of the Commission. The most common errors made on reports were discussed along with the expectations the Commission had for the inspections. 55 people attended the webinar.

Community Renewal Report

1533 renewal applications for park license have been completed. There are 38 communities that have failed to return their application or make contact with our office. We have 18 communities in various stages of moving forward with AG's office to pursue further action to obtain compliance.

An update of the abandoned home information was presented in the packet.

Email to Installers

An email was sent out to all installers notifying them the Commission is seeking to maintain a database that would show which county each installer will work in. This will better serve the public when they are seeking an installer for their area. Once the information has been gathered it will be placed on our website.

License Update

A report was distributed to the Commission members showing the number of salespeople and dealers through each FY started in 2010 when we became the regulatory agent for those licenses.

Skirting / Vapor Requirements

The information sheet that was given to the Commission a year ago was included in the packet again.

Setback Diagrams

There was an error find on the setback diagrams in relation to the dates in the header. The date was corrected and the corrected diagrams were given to all Commission members.

Engineered Drawings

Due to the previous firm no longer wanting to work on the drawing revision project, Tom Rehrig redrafted the drawings using a different software program. The drawings were presented but were not discussed due to Mr. Rehrig's absence. They will be discussed at the next meeting.

Mods In Communities

The informal opinion from the AG's office has been completed and was presented to the Commission members.

Unlicensed Communities

Staff met with AAG Christie Limbert and Regina Hanshaw to discuss the requirements needed to pursue communities that have failed to renew their license to operate. The staff will put the cases together and forward to the AG's office.

HUD Approval

The Commission received the 3 year approval for the Dispute Resolution program from HUD.

Newsletters

The most recent MHARR article in regards to manufactured home production, HUD's newsletter and the Financial Newsletter was given to the Commission members.

News Media

Three news articles were given to the Commission in regards to the recovery of the industry, water issues in a manufactured home community and an article on Tiny Houses and HUDs involvement.

Rule Revisions

The BBS reviewed the rule revision language submitted to clarify the jurisdictional areas of electrical construction. Regina Hanshaw was absent from today's meeting. The item will be discussed at the next meeting.

Dates to Remember

The information sheet showing the dates of when the Commission was born and begun licensing each license type was included in the packet.

Fire in Streetsboro

The news article discussing a fire in a manufactured home in Streetsboro Ohio was distributed.

Tim Apel's Service

The Commission expressed their appreciation for the service of Tim Apel as a Commissioner as well as an industry leader and OMHA activist. An appreciation certificate will be mailed to Mr. Apel.

Sympathies

The Commission acknowledged the passing of several industry professionals over the recent months. Installer Steve Helmich, Community Owner's Robert and Marjorie Dunnington and Installer Beverly Williamson.

Adjournment:

Members left at 1:10pm. Due to lack of quorum, an adjournment vote was not taken.

Minutes respectfully submitted and certified by Executive Director, Janet M. Williams

Janet M. Williams

Executive Director

Ohio Manufactured Homes Commission

Ron Younkin

Chair

Ohio Manufactured Homes Commission