



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

**RESIDENTIAL BUILDERS' AND MAINTENANCE
AND ALTERATION CONTRACTORS' BOARD**
Ottawa Building, Upper Level Conference Room 4
611 West Ottawa Street
Lansing, Michigan 48933

APPROVED 05/16/2023

MINUTES

January 12, 2023

10:00 a.m.

MEMBERS ATTENDING

Mr. D. Jamie Wood, Vice Chairperson
Mr. Kenneth Stahl, Alternate Vice Chairperson
Mr. William Kenney
Mr. Keith Lambert, Nonvoting Ex Officio Member
Mr. Damien Nelson
Mr. Steven Swan

MEMBERS ABSENT

Mr. James Cowhy, Chairperson
Mr. Aleemullah Khan
Vacant – Licensed Residential Builders
Vacant – Maintenance & Alteration Contractors

DEPARTMENT PERSONNEL ATTENDING

Ms. Felicia Badger, Manager, Residential Builders Section, BCC
Ms. Alaysha Oviedo, Departmental Analyst, Administrative Services Section, BCC
Mr. Bryan Bryson, Manager, Administrative Section, BCC
Ms. Hillary Millen, Departmental Analyst, Administrative Services Section, BCC
Ms. Tracie Pack, Departmental Analyst, Administrative Services Section, BCC
Ms. Renee Tober, Departmental Specialist, Administration, BCC
Ms. Michelle Wagner-Gutkowski, Assistant Attorney General, AG

1. CALL TO ORDER AND DETERMINATION OF QUORUM

Vice Chairperson Wood called the meeting to order at 10:06 a.m. A quorum was present at that time.

2. APPROVAL OF AGENDA

A **MOTION** was made by Board Member Stahl and **SECONDED** by Board Member Kenney to approve the agenda. **MOTION CARRIED UNANIMOUSLY.**

3. NOMINATION AND ELECTION OF OFFICERS

A. Chairperson

Ms. Tracie Pack asked for nominations for the chairperson position. Both Board Members Stahl and Wood nominated themselves for the position. Since Board Member Stahl nominated himself first, a roll call vote was taken for him to determine which of the two (2) members would be elected. As a majority of the votes were in favor of Board Member Stahl, no further voting was conducted. (Aye: Board Members Kenney, Nelson, Stahl, and Swan; Nay: Wood) **MOTION CARRIED.**

B. Vice Chairperson

A **MOTION** was made by Board Member Kenney and **SECONDED** by Board Member Swan to nominate Board Member Wood as Vice Chairperson. (Aye: Board Members Kenney, Nelson, Stahl, Swan and Wood; Nay: None.) **MOTION CARRIED UNANIMOUSLY.**

C. Alternate Vice Chairperson

A **MOTION** was made by Board Member Swan and **SECONDED** by Board Member Wood to nominate Board Member Swan as Alternate Vice Chairperson. (Aye: Board Members Kenney, Nelson, Stahl, Swan and Wood; Nay: None.) **MOTION CARRIED UNANIMOUSLY.**

4. APPROVAL OF MINUTES – NOVEMBER 10, 2022

A **MOTION** was made by Board Member Kenney and **SECONDED** by Chairperson Stahl to approve the minutes of the November 10, 2022 meeting. **MOTION CARRIED UNANIMOUSLY.**

5. PETITION FOR REINSTATEMENT

A. Sean McGovern; License No. 2101160627

Mr. Sean McGovern did not appear before the Board to petition for reinstatement of his license.

Mr. McGovern was not present to provide testimony regarding the reasoning for his request for reinstatement.

Following discussion, a **MOTION** was made by Vice Chairperson Wood and **SECONDED** by Board Member Nelson to approve Mr. McGovern's appeal as submitted. (Aye: Board Members Kenney, Nelson, Stahl, Swan, and Wood; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

6. HEARING REPORTS

- A. Jolene Fasset; License No. 2101217008; Docket No. 22-016359

The Report of the Administrative Law Judge, Docket No. 22-016359, for the formal complaint filed against respondent Jolene Fasset was reviewed by the Board.

Following discussion, a **MOTION** was made by Vice Chairperson Wood and **SECONDED** by Alternate Vice Chairperson Swan to assess the respondent restitution of \$29,160.00 with an initial fine of \$10,000 to be paid within 60 days. If both the fine and restitution are not paid within 60 days, the respondent's License No. 2101217008 shall be revoked. (Aye: Board Members Kenney, Nelson, Stahl, Swan, and Wood; Nay: None). **MOTION CARRIED UNANIMOUSLY.**

- B. Joseph Toth; License No. 2101203000; Docket No. 22-004858 and Hometown Roofing & Consulting LLC; License No. 2102207618; Docket No. 22-004857

The Report of the Administrative Law Judge, Docket Nos. 22-004858 and 22-004857, for the formal complaint filed against respondent Joseph Toth and Hometown Roofing & Consulting LLC was reviewed by the Board.

Following discussion, a **MOTION** was made by Vice Chairperson Wood and **SECONDED** by Board Member Kenney to assess the respondent restitution of \$10,586.79 with an initial fine of \$10,000.00 to be paid jointly and severally within 60 days. If both the fine and restitution are not paid within 60 days, the revocation of respondent's License Nos. 2101203000 and 2102207618 shall continue. (Aye: Board Members Kenney, Nelson, Stahl, Swan, and Wood; Nay: None). **MOTION CARRIED UNANIMOUSLY.**

7. CONSENT ORDERS AND STIPULATIONS

- A. Bruce Kruger; License No. 2101061647; Complaint No. 340278 and 1st Option Home Improvements Inc.; License No. 2102217647; Complaint No. 340279

The Consent Order and Stipulation for the formal complaint, Complaint Nos. 340278 and 340279, filed against respondent Bruce Kruger, License No. 2101061647 and 1st Option Home Improvements Inc.; License No. 2102217647 was reviewed by the Board.

Board Member Nelson recused himself from the discussion and motion as he was conferee on item 7A.

A **MOTION** was made by Board Member Kenney and **SECONDED** by Chairperson Stahl to accept the Consent Order and Stipulation for the respondent as submitted. (Aye: Board Members Kenney, Stahl, Swan, and Wood; Nay: None; Recusal: Nelson). **MOTION CARRIED UNANIMOUSLY.**

The motion was amended to include both consent orders.

B. Patrick Stephen Ingot; License No. 21-01-209469; Complaint No. 339576

The Consent Order and Stipulation for the formal complaint, Complaint No. 339576, filed against respondent Patrick Stephen Ingot, License No. 21-01-209469 was reviewed by the Board.

A **MOTION** was made by Alternate Vice Chairperson Member Swan and **SECONDED** by Vice Chairperson Wood to accept the Consent Order and Stipulation for the respondent as submitted. (Aye: Board Members Kenney, Nelson, Stahl, Swan, and Wood; Nay: None) **MOTION CARRIED UNANIMOUSLY.**

8. **UNFINISHED BUSINESS**

None.

9. **NEW BUSINESS**

Chairperson Stahl asked for Board opinion on meetings going forward. There was discussion regarding the meeting process and how the meeting functions.

10. **BUREAU QUARTERLY REPORT**

Deputy Director Lambert reported on the following:

Renee Tober was introduced as Director Brisbo and Deputy Director Lambert's new assistance.

The Department and the Bureau have established a partnership to apply for funding through the US Department of Energy to assist with code implementation.

The Bureau is working to determine if the City of Detroit is issuing trade licenses or a license to do business within the City.

11. **PUBLIC COMMENT**

None.

12. NEXT MEETING DATE – MARCH 7, 2023

The Board is scheduled to meet next at 10:00 a.m. at 611 West Ottawa Street, Lansing, MI 48933 in Upper Level Conference Room 4 on March 7, 2023.

13. ADJOURNMENT

A **MOTION** was made by Board Member Kenney and **SECONDED** by Board Member Nelson to adjourn the meeting at 10:55 a.m. **MOTION CARRIED UNANIMOUSLY.**