

MINUTES OF MEETING #273
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
AUGUST 12, 2014
BOARD OFFICE, SUTTON, WEST VIRGINIA



Present: Roy E. Shrewsbury, II, Chairman
Nelson B. Douglass, Secretary
Mark H. Hornish, Member
R. Michael Shepp, Member
Anthony J. Sparacino, Member
Dennis D. Jarrell, Board Administrator
Katherine A. Campbell, Assistant Attorney General

Absent: NONE.

The Chairman called Meeting #273 to order at 10:09 a.m. on Tuesday, August 12, 2014, and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Mr. Shepp made a motion, seconded by Mr. Sparacino to enter into Executive Session §6-9A-4(b)(2)(7) at 10:10 a.m. Motion carried.

Mr. Shepp made a motion seconded by Mr. Sparacino to return to regular session at 12:25 p.m. Motion carried.

Summary of the Executive Session was read aloud by the Board Administrator. Mr. Douglass made a motion, seconded by Mr. Hornish to approve the items discussed in the Executive Session. Motion carried with Mr. Douglass recused from WVBPS v. Huffman, and Mr. Shepp recused from all.

C14 Mace v. Dunlap, Richard C., P.S. – Summarily Dismissed – Lack of jurisdiction.

C14 Mace v. Groves, Bobby D., P.S. – Summarily Dismissed – Lack of jurisdiction.

C14 Davis v. Harbert, Paul D., P.S. – Summarily Dismissed – Insufficient Grounds.

C14 Zickefoose v. Wellings, Daniel J., P.S. – Dismissed – Complaint withdrawn – No action by the Board.

C15 Cipoletti v. Carlisle, Charles P., P.S. – Dismissed – Complaint withdrawn – No action by the Board.

C15 WVBPS v. Huffman, Edward J., P.S. – Complaint Filed C15-01 (Minimum Standards)

C15 WVBPS v. Toney, William L., P.S. – Complaint Filed C15-02 (No COA & Minimum Standards)

C15 WVBPS v. Johnson, Robert R. (*Unlicensed*) – Obtain certified documents. File Motion for Contempt of Court Order in Kanawha County and notify affected parties. [See Complaint C11-01]

C14-01 Helms v. Shultz, Aubrey D., P.S. – Dismissed.

C14-05 Persinger v. Wickline, Robert K., P.S. – Probable Cause Found. Statement of Charges to be submitted with Notice of Hearing before a quorum of the Board.

C14-06 Foley v. Kinder, Richard E., Jr., P.S. – Request Additional Information to include the Raw Data File, Deed Copy, and documentation of adjoiner contact originally requested in Complaint Notification Letter.

C14-07 Kelly v. Bratcher, Delbert F., P.S. – Dismissed – Contractual.

C14-08 Shalap v. Shamblin, Mark C., P.S. – Probable Cause Found. Statement of Charges to be submitted with Notice of Hearing before Administrative Law Judge.

Chairman: Mr. Hornish nominated Mr. Roy Shrewsbury as Chairman for FY-2015. Seconded by Mr. Douglass. Motion carried.

Secretary: Mr. Hornish nominated Mr. Nelson Douglass as Secretary of FY-2015. Seconded by Mr. Sparacino. Motion carried.

Minutes – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Minutes of Meeting #272 (June 24, 2014) as written. Motion carried.

P-Card Purchases & Master Card Purchases – The Board Administrator provided a listing and explanation of P-Card & Master Card Purchases made during June 2014 and July 2014. Mr. Shepp made a motion, seconded by Mr. Sparacino, to approve the P-Card & Master Card purchases. Motion carried.

Financial Report – The Board Administrator provided the financial expenditure report with a cash balance as of June 30, 2014 of \$203,853.16 and as of July 31, 2014 of \$212,543.47. Mr. Douglass made a motion, seconded by Mr. Shepp to approve the financial expenditure report. Motion carried.

Professional Surveyor “Retired” – Mr. Shepp made a motion, seconded by Mr. Sparacino to approve the Professional Surveyor “Retired” Applications for License Numbers (289, 455SU, 568, 604, 679, 817, 1387, 1491, 1837, 1874). Motion carried.

Surveyor Intern #199 – Mr. Shepp made a motion, seconded by Mr. Douglass to approve Mr. Ryan Bennett as Surveyor Intern #199 having passed the Fundamentals of Surveying examination by Computer Based Testing. Motion carried.

COA #5715 & COA #5808 – Mr. Hornish made a motion, seconded by Mr. Sparacino to deny the COA change order request for COA 5808. Motion carried.

Standards & Ethics Request – Mr. Gary Hartsog, P.S., of Alpha Associates, Inc., presented his Standards & Ethics request. Tabled.

Responsible Charge Request S.I. #197 – Send letter explaining responsible charge requirements with recommendation to apply for special supervision.

WVSPS Liaison

- Continuing Education PDH Requirements
- Standards & Ethics DVD's

Public Comment

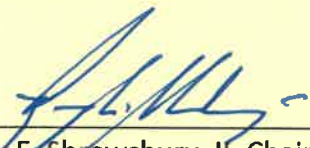
- None.

Others in Attendance

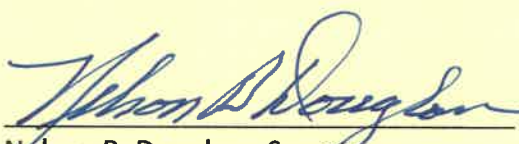
- John Green, P.S.
- Gary Hartsog, P.S.

There being no further business, the meeting adjourned at 2:00 p.m.

Respectfully Submitted:



Roy E. Shrewsbury, II, Chairman



Nelson B. Douglass, Secretary