

MINUTES OF MEETING #274
OF THE WEST VIRGINIA BOARD OF PROFESSIONAL SURVEYORS
OCTOBER 7, 2014 (via Teleconference)
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 teleconference Meeting #274 to order at 10:01 a.m. on Tuesday, October 7, 2014, and noted that the meeting was properly noticed by the West Virginia Secretary of State.

Mr. Douglass made a motion, seconded by Mr. Shepp to enter into Executive Session §6-9A-4(b)(2)(7) to discuss complaints at 10:02 a.m. Motion carried.

Mr. Shepp made a motion seconded by Mr. Sparacino to return to regular session at 10:50 p.m. Motion carried.

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

C11-01 WVBPS v. Johnson, Robert (*Unlicensed*) – File Motion for Contempt of Injunction Order.

C14-02 WVBPS vs. Keely, Timothy L., P.S. – Statement of Charges and Consent Decree approved as amended.

C15-03 McComas vs. Rose, Michael D., P.S. – Complaint Filed.

C15-04 WVBPS vs. Garcelon, Isaac A.N., P.S. – Complaint Filed.

C15 Mace P.S. (*Retired*) vs. Randy C. Huffman *et al* – Summarily Dismissed – No jurisdiction over non-licensees and no indication of any practice of surveying.

Minutes – Mr. Shepp made a motion, seconded by Mr. Douglass to approve the Minutes of Meeting #273 (*August 12, 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 August 2014 and September 2014. Mr. Shepp made a motion, seconded by Mr. Douglass, 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 August 31, 2014 of \$198,980.26 and as of September 30, 2014 of \$187,257.95. Mr. Shepp made a motion, seconded by Mr. Douglass to approve the financial expenditure report. Motion carried.

Professional Surveyor “Retired” – Mr. Hornish made a motion, seconded by Mr. Douglass to approve the Professional Surveyor “Retired” Application for Licensee Number 1568. Motion carried.

Voluntarily Surrendered License #2183 – Submit response as prepared by AG Counsel.

COA #5362 & COA #5483 – Tabled. Business not registered with the WV Secretary of State.

Purchasing Inspection – Mr. Jarrell reported that the Purchasing Inspection has been completed with no material findings.

Committee on Staff Policies – Mr. Hornish made a motion, seconded by Mr. Douglass for the Committee on Staff Policies to consult with WV-DOP (Joe Thomas) and WV-AG (Kate Campbell). Motion carried.

Contractor License for Professional Surveyors – Tabled. Obtain additional information.

WVSPS Liaison

- None.

Public Comment


- None.

Others in Attendance


- None.

There being no further business, the meeting adjourned at 11:35 a.m.

Respectfully Submitted:



Roy E. Shrewsbury, II, Chairman



Nelson B. Douglass, Secretary