

**REAL ESTATE EXAMINING BOARD  
MEETING MINUTES  
AUGUST 13, 2015**

**PRESENT:** Stephen Beers, Marie Hetzer, Kitty Jedwabny (*via GoToMeeting*), Brian McGrath, Michael Mulleady (*via GoToMeeting*), Randal Savaglio (*via GoToMeeting*), Dennis Pierce

**STAFF:** Brittany Lewin, Executive Director; Sharon Henes, Administrative Rules Coordinator; Kimberly Wood, Bureau Assistant; and Other Department Staff

**CALL TO ORDER**

Stephen Beers, Chair, called the meeting to order at 10:05 a.m. A quorum of seven (7) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Dennis Pierce moved, seconded by Marie Hetzer, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF THE MINUTES OF JUNE 18, 2015**

**MOTION:** Marie Hetzer moved, seconded by Dennis Pierce, to approve the minutes of June 18, 2015 as published. Motion carried.

**PUBLIC HEARING: CLEARINGHOUSE RULE 15-051, RELATING TO REVOCATION DUE TO FELONY CONVICTION**

**Review and Respond to Clearinghouse Report and Public Hearing Comments**

**MOTION:** Michael Mulleady moved, seconded by Randal Savaglio, to accept all Clearinghouse comments for CR 15-051, relating to revocation due to felony conviction. Motion carried unanimously.

**MOTION:** Stephen Beers moved, seconded by Marie, to designate Stephen Beers to approve the Legislative Report for Clearinghouse Rule 15-051, for submission to the Governor's Office and the Legislature. Motion carried unanimously.

**LEGISLATIVE/ADMINISTRATIVE RULE MATTERS**

**Update on REEB 12 and 25, Relating to Licensure and Education**

**MOTION:** Brian McGrath moved, seconded by Randal Savaglio, to adopt the CR 15-010, upon conclusion of the Legislative review, and to designate Stephen Beers to sign the Adoption Order. Motion carried unanimously.

**REAL ESTATE CONTRACTUAL FORMS ADVISORY COUNCIL UPDATE**

**Review and Consider Approval of Revised Real Estate Forms**

**WB-40 Amendment to Offer to Purchase, WB-41 Notice Relating to Offer to Purchase, WB-44 Counter-Offer, and WB-45 Cancellation Agreement & Mutual Release**

**MOTION:** Randal Savaglio moved, seconded by Dennis Pierce, to adopt the recommended changes to forms WB-40, WB-41, WB-44, and WB-45, and to delegate final approval to Stephen Beers. Motion carried unanimously.

**CLOSED SESSION**

**MOTION:** Brian McGrath moved, seconded by Marie Hetzer, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.). Stephen Beers read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Stephen Beers-yes; Marie Hetzer-yes; Kitty Jedwabny-yes; Brian McGrath-yes; Michael Mulleady-yes; Dennis Pierce-yes; Randal Savaglio-yes. Motion carried unanimously.

The Board convened into closed session at 10:28 a.m.

**RECONVENE TO OPEN SESSION**

**MOTION:** Marie Hetzer moved, seconded by Randal Savaglio, to reconvene into open session. Motion carried unanimously.

The Board reconvened into open session at 11:06 a.m.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION**

**MOTION:** Marie Hetzer moved, seconded by Dennis Pierce, to affirm all votes made in Closed Session. Motion carried unanimously.

**PRESENTATION AND DELIBERATION ON MONITORING MATTERS"**

**James Snyder – Requesting Full Unrestricted License**

**MOTION:** Dennis Pierce moved, seconded by Marie Hetzer, to grant the request of James Snyder for a full unrestricted license. Motion carried unanimously.

**PRESENTATION AND DELIBERATION ON PROPOSED STIPULATIONS, FINAL DECISION AND ORDERS**

**MOTION:** Marie Hetzer moved, seconded by Brian McGrath, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against:

1. 13 REB 056 – Ryan P. Richeson
2. 14 REB 028 – Monica Miller

Motion carried unanimously.

**13 REB 054, 13 REB 094, 14 REB 105 – Sean C. Lentz, Exsell Real Estate Expert**

**MOTION:** Marie Hetzer moved, seconded by Dennis Pierce, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against **13 REB 054, 13 REB 094, 14 REB 105 – Sean C. Lentz, Exsell Real Estate Experts.** Motion carried.

**PRESENTATION AND DELIBERATION ON ADMINISTRATIVE WARNINGS**

**MOTION:** Dennis Pierce moved, seconded by Michael Mulleady, to issue Administrative Warnings in the following cases:

1. 14 REB 039 (C.D.O.)
2. 14 REB 136 (K.A.C.)
3. 14 REB 147 (T.L.V.)

Motion carried unanimously.

**CASE CLOSING(S)**

**MOTION:** Marie Hetzer moved, seconded by Randal Savaglio, to close the following cases for the reasons outlined below:

1. 13 REB 115 (T.W.B.) – Prosecutorial Discretion (P1)
2. 13 REB 131 (J.L.H.) – Prosecutorial Discretion (P5-Flag)
3. 14 REB 028 (T.A.M. and M.B.R.E.S.) – No Violation
4. 14 REB 039 (R.V.R. and R.C.O.) – No Violation

Motion carried unanimously.

**ADJOURNMENT**

**MOTION:** Randal Savaglio moved, seconded by Dennis Pierce, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:07 a.m.