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COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF STATE  
BUREAU OF PROFESSIONAL AND OCCUPATIONAL AFFAIRS

**F I N A L M I N U T E S**

MEETING OF:

**STATE BOARD OF VEHICLE MANUFACTURERS,  
DEALERS, AND SALESPERSONS  
VIA VIDEOCONFERENCE**

TIME: 10:32 A.M.

PENNSYLVANIA DEPARTMENT OF STATE

August 3, 2021

1                   State Board of Vehicle Manufacturers,  
2                   Dealers, and Salespersons  
3                   August 3, 2021  
4  
5

6 BOARD MEMBERS:  
7

8 Kirk A. Davis, Chairman  
9 Randall Derr, Professional Member, Secretary - Absent  
10 Theodore Stauffer, Executive Secretary, Bureau of  
11 Professional and Occupational Affairs, on behalf of  
12 K. Kalonji Johnson, Commissioner  
13 Mark Wolfe, Office of Attorney General, Consumer  
14 Protection Representative  
15 Steve T. Fretz, Professional Member  
16 Angel Layton, Department of Transportation  
17 Representative  
18 George F. Mermon, Professional Member  
19 Dale J. Yingst, Professional Member  
20 Mark Baer, Professional Member  
21 Irving Stein, Professional Member  
22 Joseph Bizzarro, Professional Member  
23  
24

25 BUREAU PERSONNEL:  
26

27 C. William Fritz II, Esquire, Board Counsel  
28 Peter D. Kovach, Esquire, Board Prosecution Liaison  
29 Colby B. Widdowson, Esquire, Board Prosecutor  
30 James Ritchie Espino Ostman, Esquire, Board Prosecutor  
31 Janice Cline, Board Administrator  
32 Theodore Stauffer, Executive Secretary, Bureau of  
33 Professional and Occupational Affairs  
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1 \*\*\*

2 State Board of Vehicle Manufacturers,  
3 Dealers, and Salespersons

4 August 3, 2021

5 \*\*\*

6 [Pursuant to Section 708(a)(5) of the Sunshine Act, at  
7 9:00 a.m. the Board entered into Executive Session  
8 with C. William Fritz II, Esquire, Board Counsel, for  
9 the purpose of conducting quasi-judicial  
10 deliberations. The Board returned to open session at  
11 10:30 a.m.]

12 \*\*\*

13 Roll Call

14 [A roll call of Board members was taken by Mr. Fritz.]

15 \*\*\*

16 The regularly scheduled meeting of the State  
17 Board of Vehicle Manufacturers, Dealers, and  
18 Salespersons was held on Tuesday, August 3, 2021.  
19 Kirk K. Davis, Chairman, Professional Member, called  
20 the meeting to order at 10:32 a.m.

21 \*\*\*

22 Approval of minutes of the June 30, 2021 meeting

23 CHAIRMAN DAVIS:

24 We need to have approval of last month's  
25 meeting minutes?

1 Do we have a motion for that?

2 MR. MERMON:

3 So moved.

4 MR. BAER:

5 Second

6 CHAIRMAN DAVIS:

7 Roll call.

8

9 Wolfe, aye; Mermon, aye; Yingst, aye;

10 Baer, aye; Layton, aye; Davis, aye;

11 Fretz, aye.

12 [The motion carried unanimously.]

13

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14 [C. William Fritz II, Esquire, Board Counsel, noted  
15 the Board met in Executive Session prior to open  
16 session and conducted quasi-judicial deliberations.

17 He also noted the meeting was being recorded, and  
18 those who continued to participate were giving their  
19 consent to be recorded.]

20

\*\*\*

21 Report of Prosecutorial Division

22 [James Ritchie Espino Ostman, Esquire, Board

23 Prosecutor, presented the Consent Agreement for Case  
24 No. 19-60-011422.]

25

\*\*\*

1 [Colby B. Widdowson, Esquire, Board Prosecutor,  
2 presented the Consent Agreement for Case No. 16-60-  
3 00288.]

4

\*\*\*

5 [Peter D. Kovach, Esquire, Board Prosecution Liaison,  
6 presented the Consent Agreement for Case No. 21-60-  
7 002078.]

8

\*\*\*

9 Report of Board Counsel

10 [C. William Fritz II, Esquire, Board Counsel,  
11 announced the hearing scheduled for today was  
12 continued. He noted there would be no discussion  
13 regarding the Status of Cases Report.]

14 MR. FRITZ:

15 The Board would entertain a motion to  
16 approve the Consent Agreement at Case  
17 No. 19-60-011422.

18 MR. BAER:

19 So moved.

20 MR. WOLFE:

21 Second.

22 CHAIRMAN DAVIS:

23 Roll call.

24

25 Wolfe, aye; Mermon, aye; Yingst, aye;

1                   Fretz, aye; Layton, aye; Baer, aye;  
2                   Davis, aye.

3 [The motion carried unanimously. The Respondent's  
4 name is Raymond Ostrowski.]

5   \*\*\*

6 MR. FRITZ:

7                   The Board would entertain a motion to  
8                   approve the Consent Agreement at Case  
9                   No. 16-60-00288.

10 MR. YINGST:

11                   So moved.

12 MR. BAER:

13                   Second.

14 CHAIRMAN DAVIS:

15                   Roll call.

16  
17                   Wolfe, aye; Mermon, aye; Yingst, aye;  
18                   Fretz, aye; Layton, aye; Baer, aye;  
19                   Davis, aye.

20 [The motion carried unanimously. The Respondent's  
21 name is Jason J. Waite.]

22   \*\*\*

23 MR. FRITZ:

24                   The Board would entertain a motion to  
25                   approve the Consent Agreement at Case

1 No. 21-60-002078.

2 MR. BAER:

3 So moved.

4 MR. YINGST:

5 Second.

6 CHAIRMAN DAVIS:

7 Roll call.

8

9 Wolfe, aye; Mermon, aye; Yingst, aye;

10 Fretz, aye; Layton, aye; Baer, aye;

11 Davis, aye.

12 [The motion carried unanimously. The Respondent's  
13 name is Bruce L. Bartman.]

14 \*\*\*

15 Report of Board Counsel - Adjudications and Orders

16 MR. FRITZ:

17 The Board would entertain a motion to  
18 approve the Adjudication and Order for  
19 Chad Bednarski, Case No. 21-60-000092.

20 MR. WOLFE:

21 So moved.

22 MR. FRETZ:

23 Second.

24 CHAIRMAN DAVIS:

25 Roll call.

1

2

Wolfe, aye; Mermon, aye; Yingst, aye;

3

Fretz, aye; Baer, aye; Layton, aye;

4

Davis, aye.

5

[The motion carried unanimously.]

6

\*\*\*

7

MR. FRITZ:

8

The Board would entertain a motion to

9

adopt the Proposed Adjudication and

10

Order in the Matter of Charles Strait,

11

Case No. 17-60-02372.

12

MR. YINGST:

13

So moved.

14

MR. MERMON:

15

Second.

16

CHAIRMAN DAVIS:

17

Roll call.

18

19

Wolfe, aye; Mermon, aye; Yingst, aye;

20

Fretz, aye; Baer, aye; Layton, aye;

21

Davis, aye.

22

[The motion carried unanimously.]

23

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24

Report of Board Chair - No Report

25

\*\*\*



1 Report of Commissioner - No Report

2 \*\*\*

3 Report of Board Administrator

4 [Janice Cline, Board Administrator, referred to 2021  
5 and 2022 Board meeting dates for the Board's review.

6 Ms. Cline also referred to Board member terms for  
7 reappointment for the Board's review.

8 Chair Davis informed Ms. Cline that he should be  
9 under the second term.

10 Ms. Cline offered to check with the  
11 Commissioner's Office.

12 Mr. Fritz questioned whether Mr. Fretz has  
13 applied for reappointment and whether he has been in  
14 contact with his legislator.

15 Mr. Fretz commented that he sent two emails but  
16 has not heard back.

17 Mr. Fritz suggested Ms. Cline also send the  
18 Commissioner's Office an email regarding Mr. Fretz as  
19 well.

20 Theodore Stauffer, Executive Secretary, Bureau of  
21 Professional and Occupational Affairs, confirmed the  
22 records are showing Chair Davis is in his second term.

23 Ms. Cline informed Mr. Stauffer that the document  
24 listed on the G drive has first, not second term.

25 Chair Davis requested assistance for Mr. Fretz

1 with his reappointment.

2 Mr. Stauffer offered to direct Mr. Fretz with the  
3 reappointment issue.]

4

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5 [Pursuant to Section 708(a)(5) of the Sunshine Act, at  
6 10:51 p.m. the Board entered into Executive Session  
7 with C. William Fritz II, Esquire, Board Counsel, for  
8 the purpose of conducting quasi-judicial  
9 deliberations. The Board returned to open session at  
10 11:06 a.m.]

11

\*\*\*

12 Report of Board Counsel - Motions to Deem Facts

13 Admitted

14 MR. FRITZ:

15 The Board met in Executive Session and  
16 conducted quasi-judicial deliberations  
17 in the following matters:

18 The Board would entertain a motion  
19 to grant the following Motions to Deem  
20 Facts Admitted and direct Board counsel  
21 to draft an Adjudication and Order in  
22 the matter of Justin Vanderhoff, Case  
23 No. 19-60-016143; Brandon Varner, Case  
24 No. 19-60-017116; and Ryan Wood, Case  
25 No. 19-60-006439.

1 MR. MERMON:

2 So moved.

3 MR. BAER:

4 Second.

5 CHAIRMAN DAVIS:

6 Roll call.

7

8 Wolfe, aye; Mermon, aye; Baer, aye;

9 Yingst, aye; Fretz, aye; Layton, aye;

10 Davis, aye.

11 [The motion carried unanimously.]

12

\*\*\*

13 Application Review - Criminal Conviction

14 Applicants - Informal Hearings

15 MR. FRITZ:

16 The Board would entertain a motion  
17 approving the Application filed by  
18 Joseph Mangone subject to a two-year  
19 probation.

20 MR. MERMON:

21 So moved.

22 MR. BAER:

23 Second.

24 CHAIRMAN DAVIS:

25 Roll call.

1

2

Wolfe, aye; Mermon, aye; Yingst, aye;

3

Fretz, aye; Baer, aye; Layton, aye;

4

Davis, aye.

5

[The motion carried unanimously.]

6

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7

MR. FRITZ:

8

The Board would entertain a motion

9

approving the Application filed by

10

Jeremiah Kimmel.

11

MR. MERMON:

12

So moved.

13

MR. YINGST:

14

Second.

15

CHAIRMAN DAVIS:

16

Roll call.

17

18

Wolfe, aye; Mermon, aye; Baer, aye;

19

Fretz, aye; Layton, aye; Yingst, aye;

20

Davis, aye.

21

[The motion carried unanimously.]

22

\*\*\*

23

MR. FRITZ:

24

The Application of Jeffrey-Bergollo

25

Candelaria the Board will table until

1 next month, as the Application Committee  
2 was unable to make contact with him.

3 \*\*\*

4 MR. FRITZ:

5 The Board would entertain a motion to  
6 approve the Application filed by Emerson  
7 Brothers Auto Sales LLC with Anthwan  
8 Emerson and Tashawn Emerson subject to a  
9 three-year probation.

10 MR. YINGST:

11 So moved.

12 MR. MERMON:

13 Second.

14 CHAIRMAN DAVIS:

15 Roll call.

16

17 Wolfe, aye; Mermon, aye; Yingst, aye;

18 Fretz, aye; Layton, aye; Baer, aye;

19 Davis, aye.

20 [The motion carried unanimously.]

21 \*\*\*

22 Adjournment

23 CHAIRMAN DAVIS:

24 Could we have a motion to adjourn?

25 MR. MERMON:

1 Motion to adjourn.

2 MR. YINGST:

3 Second.

4 CHAIRMAN DAVIS:

5 We have adjournment.

6 [The motion carried unanimously.]

7 \*\*\*

8 [The State Board of Vehicle Manufacturers, Dealers,  
9 and Salespersons Meeting adjourned at 11:06 a.m.]

10 \*\*\*

11

12 CERTIFICATE

13

14 I hereby certify that the foregoing summary  
15 minutes of the State Board of Vehicle Manufacturers,  
16 Dealers and Salespersons meeting, was reduced to  
17 writing by me or under my supervision, and that the  
18 minutes accurately summarize the substance of the  
19 State Board of Vehicle Manufacturers, Dealers and  
20 Salespersons meeting.

21



22

Derek Richmond,

23

Minute Clerk

24

Sargent's Court Reporting

25

Service, Inc.

STATE BOARD OF VEHICLE MANUFACTURERS,  
DEALERS, AND SALESPERSONS  
REFERENCE INDEX

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TIME	AGENDA
9:00	Executive Session
10:30	Return to Open Session
10:31	Roll Call
10:32	Official Call to Order
10:34	Approval of Minutes
10:35	Report of Prosecutorial Division
10:43	Report of Board Counsel
10:47	Report of Board Administrator
10:51	Executive Session
11:06	Return to Open Session
11:06	Report of Board Counsel (cont.)
11:07	Application Review
11:11	Adjournment