

BEFORE THE WEST VIRGINIA REAL ESTATE COMMISSION

WEST VIRGINIA REAL ESTATE COMMISSION,
Complainant,

V.

Formal Complaint No. 27-005-P

STANLEY REXROAD,
Licensed Real Estate Broker

and

JANE HELMICK,
Licensed Real Estate Salesperson

Respondents.

CONSENT DECREE

Respondent Stanley Rexroad ("Respondent Rexroad"), Respondent Jane Helmick ("Respondent Helmick"), and the West Virginia Real Estate Commission ("Commission") enter into the following Consent Decree for the purpose of resolving the above-styled complaint. As reflected in this Consent Decree, the parties have reached an agreement in which each Respondent agrees and stipulates to the Findings of Fact, Conclusions of Law, and disposition of this matter. The Commission, having approved such agreement, does hereby Find and Order as follows:

FINDINGS OF FACT

1. Respondent Rexroad is a licensed real estate broker in the State of West Virginia.
2. Respondent Helmick is a licensed real estate salesperson in the State of West Virginia.

3. At all times relevant, Respondent Rexroad served as the broker for Country Roads Realty, in Buckhannon, West Virginia. Respondent Helmick, at all times relevant, practiced as a salesperson under Respondent Rexroad's supervision.

4. From May 5, 2025, to September 22, 2025, respondents served as listing agents for real estate located 123 East Main Street, Buckhannon, West Virginia. The owner of the property was Elizabeth Terry.

5. In or around October of 2025, the property transitioned to a rental listing, with respondents serving as property managers.

6. The property was leased to a tenant, effective November 16, 2025, for one (1) year. The lease required monthly rent in the amount of \$1,200 and a \$1,200 security deposit.

7. For several months after the beginning of the lease, Ms. Terry questioned respondents on the timeliness of rent payments and communication was complicated by Ms. Terry being out of the country.

8. On or about May 8, 2026, Ms. Terry terminated respondents' services.

9. Subsequently, Ms. Terry discovered that Respondent Helmick, without Ms. Terry's knowledge or authorization, collected only \$400 of the \$1,200 security deposit.

10. On July 9, 2026, Ms. Terry filed a Formal Complaint with the Commission against respondents.

11. By separate letters on July 24, 2026, respondents submitted responses to the Formal Complaint. Respondents acknowledge the lack of authorization for Respondent Helmick to have accepted only \$400 of the security deposit.

12. At its August 12, 2026, meeting, the Commission determined there was probable cause to conclude that both Respondents violated the *West Virginia Real Estate License Act* and authorized the proposal of a consent decree to informally resolve the matter.

CONCLUSIONS OF LAW

1. Pursuant to the *West Virginia Real Estate License Act*, West Virginia Code § 30-40-1, et seq., the Commission is charged with the regulation of the practice of real estate brokerage in this State, and, thus, has jurisdiction over this Formal Complaint.

2. In relevant part, West Virginia Code § 30-40-7(l) authorizes the Commission to impose sanctions for violations of the *West Virginia Real Estate License Act*, including, but not limited to, an administrative fine not to exceed \$1,000 per day per violation; probation; revocation; suspension; restitution; additional education; denial of future license; downgrade of license; reprimand; and/or the return of compensation collected from an injured consumer.

3. West Virginia Code § 30-40-19(a)(31) authorizes the Commission to sanction a licensee if the licensee “[b]reaches a fiduciary duty owed by a licensee to his or her principal in a real estate transaction[.]”

4. Respondent Helmick owed Ms. Terry a fiduciary duty to collect the full security deposit required by the lease and breached that duty by accepting a lesser amount without authorization.

5. With respect to a broker, West Virginia Code § 30-40-19(a)(30) authorizes the Commission to sanction a licensee if the licensee “[f]ails to adequately supervise all associate brokers and salespersons employed by him or her[.]”

6. Respondent Rexroad failed to adequately supervise Respondent Helmick by allowing the acceptance of only \$400 of the security deposit without authorization from Ms. Terry.

CONSENT

By signing below, each Respondent agrees to the following:

1. Respondents have had the opportunity to consult with counsel and execute this Consent Decree voluntarily, freely, without compulsion or duress and are mindful that it has legal consequences. No person or entity has made any promise or given any inducement whatsoever to encourage either Respondent to make this settlement other than as set forth herein. Respondents acknowledge that they may pursue this matter through appropriate administrative proceedings and are aware of their legal rights regarding this matter, but intelligently and voluntarily waive such rights.

2. Respondents acknowledge the Findings of Fact set forth above, admit that there is probable cause to conclude that the violations set forth above in the Conclusions of Law occurred, and consent to the entry of the following Order:

ORDER

On the basis of the foregoing, the Commission hereby ORDERS as follows:

1. Respondents are hereby reprimanded.

2. In addition, within six (6) months of entry of this Consent Decree, Respondents shall each complete three (3) hours of in-person continuing education. For Respondent Rexroad, the education shall be on the subject of Broker Supervision. For Respondent Helmick, the education shall be on the subject of Property Management. The education required in this Consent Decree does

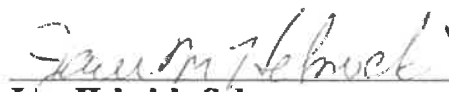
not count toward, and is in addition to, the hours required for annual renewal of Respondents' respective licenses.

3. Any deviation from the requirements of this Consent Decree, without the prior written consent of the Commission, shall constitute a violation of an order of the Commission and may result in further disciplinary action, including, but not limited to, suspension of Respondents' licenses. The Commission shall immediately notify Respondents via certified mail of the alleged violation of the Consent Decree. In the event Respondents contest the alleged violation of the Consent Decree, Respondents are entitled to a hearing to challenge the alleged violation. Such hearing shall be scheduled and conducted in accordance with the provisions of W. Va. Code §§ 30-1-8 and 30-40-1 *et seq.* and any procedural rules promulgated by the Commission.

CONSENT DECREE AGREED TO BY:


Stanley Rexroad, Broker

8-27-2026
Date


Jane Helmick, Salesperson

8/27/2026
Date

ENTERED into the records of the Real Estate Commission this:

30 day of August, 2026.

WEST VIRGINIA REAL ESTATE COMMISSION,

By: 
Keri L. Ferro, Executive Director