

The Board of Tree Experts met on this date at the Board of Tree Experts Office, 101 W Veterans Hwy, Jackson, NJ 08527 at 9:30 a.m.

Those present were:

Steve Chisholm, Sr, President
Rich Wolowicz, Treasurer
Joe Greipp
Mark Goggin
Pam Zipse
Kevin Downes

Mike D’Errico, Program Manager
Chloe Gogo, DAG
Mike Schuit

Compliance Inspectors
Dean Marzocca
James Perone

P. Aufiero, Recording Secretary
Arlene Dietz, Admin. Assist
Erin Lyons, Admin. Assist

Public in attendance:
James Davis from Complete Removal Services
Edward Davis
Kevin Waligroski from Tippy Top Tree Service
Mr. Waligroski (first name unknown)

Meeting called to order 9:35 a.m.

- I. **Open Public Meeting Act:**
Open Public Meeting Act was read by M. D’Errico, signed by S. Chisholm, Sr. and R. Wolowicz.
- II. **Approval of Agenda**
Motion to approve agenda by M. Goggin, seconded by R. Wolowicz.
Motion passed.
- III. **Minutes of January 15, 2019**
Motion to approve made by J. Greipp, seconded by P. Zipse.
Motion passed with minor corrections.

IV. **Administrators Report:**

A. New phone system was installed, giving the staff the potential of three incoming calls on the primary phone line. A list of phone numbers was provided to members and compliance inspectors. These numbers are for in-house use only and not to be distributed to the public. The main number into the board office remains the same and the FAX number is the same, but FAX will now be received on the email.

B. NJBTE meetings for May, June and November 2019 will be held at the Rutgers Extension Conference Center, 103 College Farm Road, New Brunswick, NJ 08901. Directions to meeting venue will be provided to the Board prior to the meeting in May.

V. **Treasurer's Report**

February 19, 2019 NJBTE Checking Account:

Balance Beginning July 01, 2018.....	\$ 78,115.11
Disbursements.....	\$ 77,363.93*
Receipts.....	<u>\$ 6,175.00</u>
Checking Account Balance.....	\$ 6,926.18

*Denotes \$62,000.00 moved to the Board's NJCFS Account

February 19, 2019 NJBTE Comprehensive Financial System Account:

Balance Beginning July 01, 2018.....	\$ 89,790.74
Disbursements.....	\$ 98,966.86
Receipts.....	<u>\$164,045.00 *</u>
NJCFS Account Balance	\$ 154,868.81

*Denotes a deposit of \$62,000.00 from the Board's checking account

Board of Tree Experts – Asset Balance:

Checking Account Balance.....	\$ 6,926.18
NJCFS Account Balance	<u>\$ 154,868.81</u>
Total Assets	\$ 161,794.99

Motion to approve by P. Zipse, seconded by K. Downs. Motion passed.

VI. **General Public Comments:**

J. Davis and K. Waligroski requested to be grandfathered as LTCO (Licensed Tree Care Operator). Board will discuss in closed session.

VII. **Closed Session:**

Motion to go into closed session at 10:13 am by R. Wolowicz, seconded by P. Zipse. Motion passed.

Motion to return to open session at 11:15 am by R. Wolowicz, seconded by M. Goggin. Motion passed.

VIII. **Open Public Comments:** Mr. J. Davis' and Mr. K. Waligroski's petition to be given an LTCO license (Licensed Tree Care Operator) by grandfathering has been denied as the grandfathering period expired April 13, 2018. Exam applications will be provided along with the study guide information to both individuals.

IX. **Old Business**

A. Compliance Inspectors - Training and Update:

1. Inspector Training - Part 2 was provided for Inspectors L. Garcia and D. Komorowski
2. Additional inspectors are needed for Salem, Gloucester, Camden, Western Burlington counties.
3. The NJBTE will be giving a presentation to the League of Municipalities. Some municipalities may still be unaware that any private companies working in NJ must be registered and licensed by the board.
4. We are requesting, from the DEP Solid Waste Division, a list of registered recycle centers. Inspectors can ask to see the list of companies that are utilizing these centers.

B. Other:

None

X. **New Business:**

A. Certification of Exam Grades from February 6, 2019

Motion to Certify the Exam Grades of License Tree Care Operator Applicants for the Class of February 6, 2019 who have attained passing grades and will have their names read into the February 19, 2019 minutes by R. Wolowicz, seconded by J. Greipp. Motion passed.

Sammy Roman, Woodbridge, NJ
Gene Gregory, New Providence, NJ
Michael Matto, Flemington, NJ
Richard Aiello, Howell, NJ
John McCabe, Bound Brook, NJ

Ryan Davies, Toms River, NJ
Martin Dolan, Morristown, NJ
Anthony Riccardo, Easton, PA
Alex Zavaglia, Wanaque, NJ
Nicholas Scola, Kendall Park, NJ
James Murgueytio, Belleville, NJ
Donna Komorowski, Stanhope, NJ
Zamayra Rivera, Newark, NJ

B. Compliance with Law/Rules – Update with Numbers: The Board received the monthly updated listing of numbers for compliance with the law and the rules.

C. Notice of Violation/AONOCAPA/MR1 update numbers:
The Board received the report on the number of Notices of Violations issued to date, the number of AONOCAPA's issued and the MR 1 letters sent. A summary of results was also discussed.

D. Review of Applications and Approval:

1. Business Registrations:
16 applications for approval (registrations are held until compliance with licensing) Motion to approve 16 Business Registrations by R. Wolowicz, seconded by M. Goggin. Motion approved.

2. LTE Reciprocity:
LTE Written Exam Reciprocity application was tabled until the March 19, 2019 meeting.

E. Other - County Consumer Affairs are sending their consumer complaints to the NJBTE. S. Chisholm will talk to the Ocean County Consumer Affairs representative about their procedures for enforcement and penalty collection.

XI. **Adjournment:**

Motion to adjourn by R. Wolowicz, seconded by K. Downs. Motion passed.
Adjourned 12:33pm