

Board of Tree Experts

Minutes

October 15, 2019

The Board of Tree Experts met on this date at the office of NJ Board of Tree Experts, 101 W Veterans Hwy, Jackson, NJ 08527.

Those present were:

Steve Chisholm, Sr, President
Rich Wolowicz, V. President/Treasurer
Gary Lovallo
Kevin Downes
Pamela Zipse
Barry Emens

Michael D'Errico, Program Manager
Dean Marzocca, Compliance Inspector
Patty Aufiero, Recording Secretary
Erin Lyons, Administrative Assistant
Zamayra Rivera, Administrative Assistant

Public in Attendance: None

Meeting called to 9:25am

- I. **Open Public Meeting Act:** Read by M. D'Errico, signed by S. Chisholm, president and R. Wolowicz, VP/Treasurer.
- II. **Agenda:** Motion to approve by P. Zipse, seconded by R. Wolowicz. Motion Passed.
- III. **Minutes August 20, 2019:** Motion to approve minutes with changes (vote taken after Treasurer's Report) by P. Zipse, seconded by B. Emens. Motion Passed.
- IV. **Administrative Report and Correspondence:**
 - A. New York has declared freedom from the Asian longhorn beetles.
 - B. EHAP demonstration and presentation in Hawthorne will be rescheduled due to weather.
 - C. "Emeritus" status is granted only to Licensed Tree Experts, they can volunteer but not provide services for hire.
 - D. Correction was made to the Safety Policy Handout from the renewal packet.

- V. **Treasurer's Summary Report:** Motion to approve Treasurer's Summary Report as submitted, by P. Zipse, seconded by B. Emens. Motion Passed.
Discussion:

Treasurer's Summary Report: October 15, 2019

1. Board of Tree Experts – Asset Balance:

Checking Account Balance.....	\$ 2,644.31
NJCFS Account Balance.....	<u>\$158,349.01</u>
<i>ASSET BALANCE AS OF October 15, 2019.....</i>	<i>\$160,993.32</i>

A. Summary: Since the Last Treasurer's Report – Checking Account

Expenditures:	\$4,352.40*
Revenue:	\$ 0.00*

Checking Account Balance.....	\$ 2,644.31
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B. Summary: Since the last Treasurer's Report - NJCFS Account

Expenditures:	\$ 0.00*
Revenue:	\$75,200.54*

NJCFS Account Balance.....	\$ 158,349.01
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C. PURCHASE ORDERS: have been established for Staffing, Compliance Inspectors and

Mail Postage Machine in the	<u>NJCFS Account</u>	<u>Remaining</u>
1. Staff Purchase Order:	\$89,391.75	\$57,638.24
2. Compliance Inspectors:	\$40,000.00	\$18,525.00
3. Jersey Mail Systems contract:	\$ 511.56	\$ 0.00
Total PO's	\$129,903.31	\$76,163.24

- A. \$850.00 charge was for room and tables at Meadow Lakes for the September Exams.
B. Purchase Order limit for Compliance Inspectors was met. Inspectors will switch over to 22nd Century for payroll beginning December 2019.

- VI. **General Public Comment** - None

VII. **Old Business:** The Board requests updated status on pending issues to create a trail of interest.

- A. **Brochures:** Changes were made to the original business brochure and a copy was provided for the board's review.
- B. **Business Registration deadline of October 14:** The deadline was for business registration renewal was October 14, 2019. The Board was provided with a list of 130 Businesses who as of the 14th did not renew their business registrations. Under the Board's rules businesses who do not renew by the registration deadline are immediately suspended and penalties may be issued as per the law. Discussion: G. Lovallo suggests a 10-day grace period, with a letter be sent to each of the 130 businesses giving them 10 calendar days to submit their complete business registration packet. The Board approved the notification letter with a 10-day grace period. The Board then discussed the use of a first NVOS Violation, allow 10 days for response. After 10 days and no response, issue \$500.00 penalty with 20-day response time allowed. No response after 20 days \$225.00 renewal fee and \$1,000.00 penalty with an inspection. This will be the final notice. Motion to send in this order by G. Lovallo, seconded by P. Zipse. Motion Passed.
- C. **Other:** MOU/MOA Solid Waste. We are still waiting, will send out another request.

VIII. **New Business**

- A. Continuing Education Units Discussion: The Board discussed the CEU (Continuing Education Units) requests for hardship waiver. The Compliance Committee will review the requests in-coming request as the deadline for licensees to submit is October 31, 2019. .
 - 1. Discussion: Can CEU's be carried over into the next biennial renewal period? No, as per the law.
 - 2. The Board has also received a couple of inquiries about is an individual just take the test again. Waivers will be discussed and decided at the November Board meeting.
- B. Certification of Exam Grades from September 18th & October 9th:
 - 1. Motion to certify the Examination grades of September 18, 2019 for Licensed Tree Expert (LTE) who have attained passing grades and will have their names read into the October 15, 2019 minutes by R. Wolowicz, seconded by G. Lovallo. Motion Passed.

Samuel Burd

Basking Ridge, NJ

Curtis May	Hainesport, NJ
Robert O'Rourke	Allentown, PA
Joseph Tudda	Clifton, NJ
Frank Varra	Hamilton, NJ
Jamie Whelan	Morristown, NJ
Sean Heslin	Old Bridge, NJ

2. Motion to certify the Exam Grades of Licensed Tree Care Operator (LTCO) Applicants for the Class of September 18, 2019 who have attained passing grades and will have their names read into the October 15, 2019 minutes by R. Wolowicz, seconded by G. Lovallo. Motion Passed.

Jose Alvarenga	Dover, NJ
Andrew Anusky	Westville, NJ
William Anusky, Sr	National Park, NJ
John Balaney	Stewartsville, NJ
Alex Cardoso	Roselle Park, NJ
Roger Carletto	Vineland, NJ
Mayolo Cruz	Perth Amboy, NJ
Rafael Curruchich	Fairview, NJ
Charles Daloisio	Bordentown, NJ
Cipriano Diaz	Somerset, NJ
William Gamboa	Lake Hopatcong, NJ
Gerald Gant	Milmay, NJ
John Ginty	Delran, NJ

3. Motion to certify the Exam Grades of Licensed Tree Care Operator (LTCO) Applicants for the Class of October 9, 2019 who have attained passing grades and will have their names read into the October 15, 2019 minutes by R. Wolowicz, seconded by G. Lovallo. Motion Passed.

Douglas Aguilon	Palmyra, NJ
Nicolas Amador	New Brunswick, NJ
Joseph Brycki	Lakewood
Perfecto Cardeñas	Browns Mills, NJ
Brian DeMurro	Fairview, NJ
Ronals Fallas	Newark, NJ
Furey, John	Barnegat, NJ
Abel Gonzalez	Lawrenceville, NJ
Dennis Hatch	Vineland, NJ
Michael Lazar	Belle Mead, NJ
Hector Lopez	Clifton, NJ
John Lytle	Eatontown, NJ
Bonifacio Marin	Somerset, NJ

Philip Mosner	Hamilton, NJ
Jake Pascucci	Long Branch
Yeriben Quiros	Bound Brook, NJ
Fidel Rodriguez	Rockaway, NJ
Kim Ruesta	Clinton, NJ
Delfin Solano	Bridgewater, NJ
Maria Steller-Hidalgo	Bound Brook, NJ

4. The Board discussed the Reciprocity for LTE exemption from written exam only and its assigned “passing grade” for use in combination with the LTE field exam. The LTE reciprocity for the written exam is assigned a grade of 70. Total points needed for passing both exams (the Field and the written) is 140. LTE Reciprocity exemption from written is considered 70. Field exam score must be minimum of 70.

5. Renewals sent out to date:

a. Business registration renewals 640 were sent,
447 complete
55 incomplete
130 not returned

b. LTCO renewals
429 sent
14 received
14 incomplete

c. LTE renewals
238 sent
58 complete (45 active, 13 Emeritus)

C. Compliance with Law/rules – Update with Numbers:

The Board received the monthly updated listing of numbers for compliance with the law and the rules.

D. Notice of Violation/AONOCAPA/MR1/NVOS - Update with Numbers:

The Board received the report on the number of Notices of Violation issued to date, the number of AONOCAPA’s issued and the NVOS letters sent.

E. Compliance Inspector Report -

A Monthly Compliance Inspection Report will be on the agenda.
Discussion: Need to have Inspectors in South Jersey for at least one day before the next meeting. A compliance was provided to the Board.

F. Review of Applications and Approval:

Motion to approve 11 Business Registrations by G. Lovallo, seconded by K. Downes Motion Passed.

All Phase Tree Service	Vineland, NJ
B&O Landscaping & Tree Services LLC	Somerset, NJ
Bauer's Tree service LLC	Ewing, NJ
Florez Landscaping & Tree Services LLC	Madison, NJ
G.M.C. Tree Services LLC	Manville, NJ
K&CG Landscaping Service	Hamilton, NJ
Morales Brothers Tree Service LLC	Fairview, NJ
Pine Cliff Tree Service	West Milford, NJ
Furey Landscape	Barnegat, NJ
Choco tree Service	Newark, NJ
KZ Landscaping & Construction LLC	Clifton, NJ

G. Other:

The November Board meeting at Rutgers will be moved to Waller Hall, Room 108.

IX. **General Public Comments:** None

X. **Adjournments:**

Motion to adjourn at 12:15pm by G. Lovallo, seconded by B. Emens.
Motion Passed.