

Board of Tree Experts

Minutes

February 18, 2020

The Board of Tree Experts met on this date at the New Jersey Board of Tree Experts Office, 101 West Veterans Hwy, Jackson, NJ 08527.

Those present were:

Steve Chisholm, Sr., President
Rich Wolowicz
Gary Lovallo
Mark Goggin
Pam Zipse
Kevin Downes
Todd Wyckoff
Joseph Greipp

Candice McLaughlin, DAG
Michael Schuit, DAG

Michael D'Errico, Program Manager
Patty Aufiero, Recording Secretary
Arlene Dietz, Administrative Assistant
Zamayra Rivera, Administrative Assistant

Meeting called to order at 9:40am

- I. **Open Public Meeting Act:** Read by M. D'Errico, signed by S. Chisholm and R. Wolowicz
- II. **Approval of Agenda:** Motion to approve by R. Wolowicz, seconded by M. Goggin.
Motion passed.
- III. **Minutes of January 21, 2020:** Motion to approve minutes with minor changes by R. Wolowicz seconded by J. Greipp. P. Zipse and M. Goggin abstain. Motion passed.
- IV. **Administrative Report and Correspondence**
 - a. The webmaster met with staff and discussed changes to the website for CEU access.
 - b. Exam application letters of recommendation must be signed and will be changed on application.
 - c. Some documents on the website will be offered in Spanish.
 - d. Home page will be updated to be contemporaneous.

V. Treasurer’s Summary Report

NJ Board of Tree Experts
February 18, 2020

1. Board of Tree Experts – Asset Balance:

Checking Account Balance.....\$ 7,545.69
 NJCFS Account Balance.....\$299,845.07

 ASSET BALANCE AS OF February 18, 2020.....\$307,390.76

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

Expenditures: \$2,237.64*
 Revenue: \$6,705.00*

 Checking Account Balance.....\$ 7,545.69

B. Summary: Since the last Treasurer’s Report - NJCFS Account

Expenditures: \$0.00*
 Revenue: \$20,350.00*

 NJCFS Account Balance.....\$ 299,845.07

C. PURCHASE ORDERS: have been established for Staffing, Compliance Inspectors and Mail Postage Machine NJCFS Account

	NJCFS Account	Remaining
1. Staff Purchase Order:	\$98,901.51	\$ 7,724.02
2. Compliance Inspectors:	\$40,000.00	\$ 3,555.00
3. Jersey Mail Systems contract:	\$ 511.56	\$ 0.00
4. Compliance Inspector 22nd Century	\$50,000.00	\$50,000.00
Total PO’s	\$189,413.07	\$61,279.02

Motion to accept Treasurer’s Summary Report by P. Zipse, seconded by M. Goggin. Motion Passed.

VI. General Public Comment (3 minutes/person):

No public in attendance

VII. Closed Session:

Motion to go into closed session by G. Lovallo, seconded by J. Greipp. Motion Passed.
10:10am

Motion to come out of Closed session by R. Wolowicz, seconded by P. Zipse. Motion passed.
11:40am

VIII. Old Business

- a. Non-Renewal LTE/LTCO Licensees 10-day notice: A 10-day phone call notice of renewal will be mailed for LTE/LTCO's that have not renewed or completed renewal. If no response they will risk suspension of license. CEU requirement must be completed by May 2020 and those CEU obtained between Jan 1, 2020 and May 2020 shall not be used toward the next license renewal in 2021.
- b. Other: None

IX. New Business

- a. Certification of Exam Grades from February 5 , 2020:

Motion to certify exam grades of the LTCO Applicants for the Class of February 5, 2020 who have attained passing grades and will have their names read into the February 18, 2020 minutes, by R. Wolowicz, seconded by M. Goggin. Motion passed.

Weissenburger, Jason	Forked River, NJ
Burns, Francis (Drew)	Basking Ridge, NJ
Moore, David	Salem, NJ
Karamisakis, John	Sewell, NJ
Ruggieri, Robert	Park Ridge, NJ
Juarez, Eloy	Hillsborough
Boettcher, Robert	Springfield, NJ
Wyatt, Wayne Jr	Sparta, NJ
Fuentes, Oscar	Rahway, NJ
Halat, Randy	Wayne, NJ
Vega, Kelvin	Warwick, NJ
Avila, Juan	Freehold, NJ
Solis, Manuel	Manville, NJ
Santiago, Heleno	No. Brunswick, NJ
Solares, Santiago	Trenton, NJ
Verdugo, Juan	Morristown, NJ

a. Certification of Exam Grades from February 5 , 2020 continued:

Marin, Rigoberto	Freehold, NJ
Perez, Jonathan	So. Amboy, NJ
Mejia, Sebastian	Trenton, NJ
Cuevas, Oney	Lawrenceville, NJ
Wagner, John	Yardville, NJ
Goni, Steve	Mine Hill, NJ
Gherzan, Cristian	Highland Park, NJ
Estigarriba, Jose	Randolph, NJ

Discussion: More space for exams may be needed due to the increase in the number of applicants. We can investigate reserving a classroom at the Forest Resource Education Center or using the council room in Jackson Township municipal building.

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/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.

d. Compliance Inspector Report: None

e. Motion to approve 8 Business Registrations by J. Greipp, seconded by R. Wolowicz. Motion passed.

Hodge Landscaping	North Brunswick, NJ
SJC Lawncare Inc.	Cranford, NJ
Adrian's Tree Svc & Landscaping LLC	Princeton, NJ
Complete Landscaping	No. Brunswick, NJ
Frontier Tree Co. Inc.	Middletown, NJ
Garrison's Tree Service LLC	Bridgeton, NJ
Michael's Expert Tree Service LLC	E. Orange, NJ
Spartan Tree Service LLC	Glen Gardner, NJ

X. General Public Comments:

None

XI. Adjournment:

Motion to adjourn by R. Wolowicz, seconded by M. Goggin. Motion passed 12:40pm.