

Board of Tree Experts Minutes

January 19, 2021

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:

G. Lovallo

Attending by Phone

S. Chisholm, Sr., President

P. Zipse

B. Emens

K. Downes

J. Greipp

T. Wyckoff

Attending by Phone

Michael Schuit, DAG

Candice McLaughlin DAG

Staff

Michael D'Errico, Program Manager

Patty Aufiero, Recording Secretary

Arlene Dietz, Administrative Assistant

Erin Lyons, Administrative Assistant

Zamayra Rivera, Administrative Assistant

Meeting called to order at 9:34 am

- I. **Open Public Meeting Act:** Read by M. D'Errico, signed by A. Dietz for S. Chisholm and G. Lovallo for R. Wolowicz.

- II. **Approval of Agenda:** Motion to approve Agenda by K. Downes, seconded by P. Zipse. Motion passed.

- III. **Minutes** Motion to approve minutes of December 15, 2020 by K. Downes, seconded by P. Zipse. Motion passed.

Motion to approve minutes of November 17, 2020 by G. Lovallo, seconded by P. Zipse. Motion passed.

- IV. **Administrative Report and Correspondence (will be discussed in Old Business)**

V. Treasurer’s Summary Report: January 19, 2021

Presented to the Board, subject to audit and available for review upon request.

1. Board of Tree Experts Asset Balance

Checking Account Balance.....	\$13,724.83
NJCFS Account Balance.....	\$37,713.86
Asset Balance as of 1/19/2021.....	\$51,438.69

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

Expenditures: \$2,808.86	
Revenue: \$ 788.01	
Checking Account Balance.....	\$15,745.68

B. Summary: Since Last Treasurer’s Report – NJCFS Account

Expenditures: \$ 73.08	
Revenue: \$37,450.00	
NJCFS Account Balance.....	\$37,713.86

VI. General Public Comment (3 minutes/person): No Public in Attendance

VII. Closed Session - Compliance and Enforcement:

Motion to go into Closed Session by G. Lovallo, seconded by J. Greipp. Motion passed at 9:55 am.

Motion to come out of Closed Session by G. Lovallo, seconded by B. Emens. Motion passed at 10:50 am.

VIII. Old Business:

A. License Renewals and Suspensions

License Renewals were due December 31, 2020. Per 7:3A-3.10, a 30-day grace period to renew will end January 30, 2021. Per the Board policy, a ten-day reminder letter will be sent February 1, 2021. After 10 calendar days, the licensee suspension continues, and they will be subject to the reinstatement process per 7:3A-3.11.

Requirements for Reinstatement are:

1. Complete CEU requirement (32 per two-year period).
2. Payment of renewal fee and late fee
3. Payment of reinstatement fee.
4. Payment of any penalty obtained during suspension
5. Approval of reinstatement from the Board.

The Board is not compelled to approve reinstatement of a license; however, the licensee may appeal the Board’s decision.

This year, 2021, staff will focus on licensee compliance. Companies that have separated from their licensee will be notified that they have 60 days to acquire another licensee or be subject to a penalty.

B. Database Release to the Public and the work ahead:
Access to the Database is now available to the public. The website has a new tab "Online Self Service". A list of available functions are as follows:

1. Business Registration
2. Renew an Existing Business
3. Licensing Application
4. Apply for a License by Reciprocity
5. Renew an Existing License
6. Request for Counties of Service Directory
7. Request for LTCO Directory
8. Request for LTE Directory
9. Change of Contact Information
10. Request for Special Accommodations (ADA)

The Board asked about if CEUs could be entered from the Database portal.
Answer: Not included at this time, because CEU's are an auditable item that are required only at renewal time.

The Board was provided with a power point which showed an example of how the Board's Database can be used by an individual and the staff.
The Board discussed the Database and when the Compliance Inspectors and Board members will have access to it.

C. Other: None

IX. New Business

A. Certification of Exams - Class of December 2020 and January 2021:
Motion to certify LTCO examination grades for December 2020 and January 2021 and read into the minutes, by G. Lovallo, seconded by B. Emens. Motion passed.

LTCO

Jason Wagner	Ocean City, NJ
Luis Aldizar	Paterson, NJ
Ricky Kelly	Hamilton, NJ
Jose Valverde	Garfield, NJ
Raul Luna Flores	Egg Harbor City, NJ
Jaime Lima Castro	Hamilton, NJ
Eric Schoenberg	Forked River, NJ
Roger Sanchez	Clifton, NJ
Adam Pyatak	Glen Rock, NJ
Miguel Diaz	Galloway, NJ
Michael Laricks	Cape May, NJ
Buddy Janssen	Bayville, NJ

B. Certification of Exams - Class of December 2020 and January 2021: cont.

Joe Prinzivalli	Monroe, NJ
Emmanuel Donato Perez	Trenton, NJ
Robert Spilatore	Kendall Park, NJ
Susana Velazquez	Pennington, NJ
Freddy Aguilar	Hamilton, NJ

C. Compliance with the 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/NVOS update numbers:

The Board received the monthly update on NOV/NVOS issued.

E. Compliance Inspector Report:

G. Lovallo provided the Board with the Compliance Inspector Report. The report contained the following NOV's written by each inspector.

D Marzocca.....62

J Cramer.....12

L Garcia.....44

J McKeown.....18

P Donovan.....Not active at this time

The Board was informed there is need for a Compliance Inspector to cover the Warren/Sussex County area. Staff receives regular complaints regarding unregistered companies working in this area.

F. Review of Applications and Approval:

1. Business Registration Approvals.

Motion to approve 12 Business Registrations by J. Greipp, seconded by P. Zipse. Motion passed.

Knittel Tree Service LLC	Long Branch, NJ
Green Rite Landscaping & Lawn Care	Freehold, NJ
Chajon Landscaping & Tree Service	Trenton, NJ
Landscaping Design & Tree Service	Clifton NJ
Almighty Tree Service	Dover, NJ
Davis Lawns & Landscapes	Salem, NJ
RGC Landscaping	Lawrence Twp., NJ
Lumberjacks Tree Service	Whitehouse Station, NJ
RLW Tree Service	Plainfield, NJ
Donato's Landscaping Inc	Columbia, NJ
Kristian Tree Services & Landscaping	Freehold, NJ
Evergreen Tree Care Inc	Summit, NJ

2. LTCO Reciprocity Approval:

Motion to approve LTCO reciprocity by P. Zipse, seconded by J. Greipp.

Motion passed.

Natalia Cebollero Bertran

Princeton

The Board discussed and decided to hold until background check is complete;
Luis Campana for LTCO Reciprocity.

G. Other: None

X. General Public Comments (3 minutes/person): None

XI. Adjournment :

Motion to adjourn meeting by K. Downes, seconded by P. Zipse. Motion passed.

Meeting adjourned at 11:35 am.