

BOARD OF TREE EXPERTS**MINUTES****August 16, 2016**

The Board of Tree Experts met on this date at Jackson Township Municipal Building, 95 West Veterans Highway, Jackson N.J. at 9:36 a.m. to discuss the business of the Board.

Those present were:

Steve Chisholm, President	Mark Goggin
Rich Wolowicz, Vice President/Treasurer	Barry Emens
Gary Lovallo	Joe Greipp
Jennifer Moriarty, DAG	Carrie Sargeant
Michael D'Errico, Program Manager	Lynn Fleming
Kevin Downes	

Public in Attendance:

None

Open Public Meetings Act:

The Open Public Meetings Act was read by M. D'Errico

Minutes of the Last Meeting:

J. Greipp made a motion to approve the minutes of the June 21, 2016 meeting, R. Wolowicz seconded the motion which was approved.

Administrative Report & Correspondence:

M. D'Errico reported to the Board on the following: Please note DAG J. Moriarty's new email address. Since June 20th and the posting of the rules on the NJ Register, the Board has received 141 directory requests compared to just 20 comments on the rules – a 7 to 1 ratio. Treasury's Dishonored Check Unit notified the Board that it collected the penalty fee of \$50.00 from a CTE plus the renewal fee of \$25.00 for a previous dishonored check. Work was completed as approved by the Board for the web-master to convert the web-site to the Mobile ready app/format called Joomla 3.6. The Board was asked by the Division of Consumer Affairs, Office of Consumer Protection to assist on a complaint they had received concerning an individual and tree service company in Burlington County. The Division was notified that the Board could not find the individual listed as being a Certified Tree Expert, therefore the Board could not assist in the matter. The Division was also informed that until the Rules are approved and published, the Board would also not have any information or authority concerning the business. The Board was contacted by a reporter from the Bergen Record interested in writing an article about the number of fatalities in the tree care business. S. Chisholm discussed his interview with the reporter.

Treasurer's Report:

The Treasurer's Reports for Fiscal Year 2016 and for August 16, 2016 were provided by R. Wolowicz:

Treasurer's Report - Fiscal Year 2016: July 1, 2015 through June 30, 2016

Balance 7/01/15	\$ 25,638.07
Disbursements	\$ 10,275.53
Receipts	<u>\$ 15,375.00</u>
Checking Account Balance	\$ 30,737.54
Asset Balance as of June 30, 2016	\$ 30,737.54

M. Goggin moved to accept the Treasurer's report for June 2016 as reported, B. Emens seconded the motion. Motion was approved unanimously.

Treasurer's Report – August 2016

Balance 7/01/16	\$ 30,737.54 (FY2017)
Disbursements	\$ 0.00
Receipts	<u>\$ 1,615.00</u>
Checking Account Balance	\$ 32,352.54
Asset Balance as of August 16, 2016	\$ 32,352.54

G. Lovallo moved to accept the Treasurer's report for August 2016 as reported, L. Fleming seconded the motion. Motion was approved unanimously.

The Board had a discussion concerning the \$40.00 dishonored check from one of the CTE Examination applicants. The Board is waiting to hear from Treasury which of the applicants the check is associated with. The Board believes that the dishonored check was in the first batch of five checks sent to Treasury. The Board recommended a phone call to each of the five applicants to verify that their records indicate a canceled check back from Treasury.

General Public Comments:

None

Old Business:

A. Rules and Comments, After Deadline – S. Chisholm reported that the rules were posted to the NJ Register on June 20, 2016, but were extended one week to August 26, 2016 by OAL due to some issue on their part. Due to the extension, the Board had to re-adjust the Seven Types of Notices that OAL requires to be done concerning the Rules, including changing documents on the web site, and reissuing the press release to the media press office, refaxing the press release to the 16 newspapers and sending

out several new email blasts. The Board has received comments from 20 individuals. The subcommittee has started to draft responses. The Board discussed the nature of the comments which included several positive remarks and support for the Law. After the deadline, the subcommittee will compile responses for all comments and send the draft out to the entire Board. The Board discussed the adoption documents that can be created to move the rules for approval and publication. In the discussion it was noted that OAL only requires comments responses to be summarized.

B. CTE Examination – The CTE examination was given on July 13, 2016. Total of 45 CTE applications were approved to take the exam. The following information was provided to the board concerning the exam: 3 applicants were absent; 40 individuals took the written exam, 38 took the field exam. 16 individuals passed the exam and will become Certified Tree Experts. Additionally, 7 individuals passed the written test only and will need to retake the field portion in 2017, and 5 passed the field test only and will need to retake the written portion in 2017.

The Board was provided with a listing of the 2016 CTE class. The Board discussed a possible conflict due to a pending court case between one of its members with a new CTE. The Board member will abstain from voting for that individual.

16 individuals passed the examination based on the requirements of the Board. The 16 individual names were read into the minutes by Vice-President/Treasurer R. Wolowicz. They are as follows: Hunter Adams CTE # 625, Kevin Alberta CTE # 626, Brian Brunsch CTE # 627, Lorianne Brunsch CTE # 628, Susan Dill-Wendrzycki CTE # 629, Brian Dougherty CTE # 630, Nicholas Fetchko CTE # 631, Troy Malko CTE # 632, Issac Martin CTE # 633, Samuel Mercadante CTE # 634, Joseph Pomeisl CTE # 635, Caleb Stoltz CTE # 636, Alexander Tavlan CTE # 637, Matthew Walters CTE # 638, Mark Webber CTE # 639, John Zelenka CTE # 640.

R. Wolowicz made a motion for the Board to certify the results, after confirming they are in good standing. B. Emens seconded the motion. Motion was approved, with S. Chisholm abstaining from voting for M. Webber.

The Board after discussion, decided to hold back notification of applicants on the results of the exam until the dishonored check issue is resolved.

C. Directory – The Board was provided with a listing of tree expert services as discussed at a previous meeting. The Board made one addition and two small corrections to the list.

C. Board Vacancy – The Subcommittee on the Board Vacancy discussed the process and effort that they took to determine their recommendation to fill the vacancy on the board. The Subcommittee is recommending Pamela Zipse, CTE # 426 for the vacancy. G. Lovallo made a motion for the Board to offer the Board vacancy to Pamela Zipse. R. Wolowicz seconded the motion. Motion was approved. S. Chisholm will contact Pam for confirmation and the Board will follow up with Pam and the Governor's appointment office.

G. Lovallo made a motion to move the Forest Service report up to this point in the Board's agenda. B. Emens seconded the motion. Motion was approved.

New Jersey Forest Service Report –

C. Sargeant reported the following: 1.5 million dollars were awarded in CSIP grants, three members of the Board will participate in the Strike Team training, and the Fall Forestry Festival will be in October

at the FREC. C. Sargeant had a discussion with the Board about a CTE who did not provide to a municipality the proper CFMP, and if a complaint could be submitted by her instead of the municipality.

S. Chisholm reported that Assemblyman Dancer reached out to him about an article that mentioned oak wilt might be coming to New Jersey. The Board discussed oak wilt.

G. Lovallo made a motion to go back to the original order of business. R Wolowicz seconded the motion. Motion was approved.

D. Other – None

New Business:

A. Sub-committees - The Board was provided with a listing of Sub-committees and a discussion followed. The Board made one correction on a proposed name of a subcommittee and suggested two new subcommittees for the list.

B. Other –The ethics briefing has been completed by almost all members. A reminder was provided.

General Public Comments:

None.

Closed Session:

None

Next Meeting - Tuesday, September 20, 2016, 9:30 am at the Jackson Municipal Building, 95 West Veterans Highway, Jackson NJ -

R. Wolowicz moved to adjourn and M. Goggin seconded the motion. Motion passed

Meeting adjourned at 11:53 a.m.