

The Board of Tree Experts met on this date at Rutgers Extension Conference Center, 103 College Farm Road, New Brunswick, NJ 08901 at 2:00 pm.

Those present were:

Steve Chisholm, Sr, President
Rich Wolowicz, VP/Treasurer

Barry Emens
Joe Greipp
Gary Lovallo
Kevin Downes
Pam Zipse
Mark Goggin
Todd Wyckoff (phone)

Michael D’Errico, Program Director
Michael Schuit, DAG (phone)
Chloe Gogo, DAG

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

Public in attendance:
George Morgan
Chance Woodjinski

Meeting called to order 2:00 pm

I. Open Public Meeting Act:

Open Public Meeting Act was read by M. D’Errico, signed by S. Chisholm and R. Wolowicz.

II. Approval of Agenda

Motion to approve made by R. Wolowicz, seconded by B. Emens.
Motion Passed.

III. Minutes of April 16, 2019

Motion to approve minutes by B. Emens, seconded by P. Zipse.,

Motion Passed with corrections, abstaining Todd Wyckoff, Kevin Downes and Mark Goggin.

IV. Administrators Report:

- A. Sign for the office has been ordered, cost is \$450.00. The board will pay half, \$225.00, the CAA and the Society of LTEs will pay \$112.50 each for their portion of the sign.
- B. We are still waiting for meeting dates with Solid Waste and the Access to State Department database.
- C. We have an intern, Zamayra Rivera. She is an LTCO formerly employed by Millennial Tree. She will be working one day a week with the Board as a volunteer. Among her duties is translation to Spanish of the packets for new business registrations and new licensees. She will also help translate the exam for the Spanish speaking examinees.
- D. The office will have a workday for brainstorming about the board’s specific needs for the database. Todd Wyckoff and Pam Zipse will attend.
- E. The CAA (Committee for the Advancement of Arboriculture), a partner with the Board, will have an LTCO training/prep course on June 27, 2019 at JCP&L in Morristown. Topics covered will be Basic Tree ID, Pruning and General Chipper Safety. Another training will be held in September, possibly at Meadow Lakes in East Windsor.
- F. A NJ Dept of Health Flyer, developed with help from the CAA (Committee for the Advancement of Arboriculture), the NJAISA (NJ Chapter International Society of Arboriculture) and the Society of Licensed Tree Experts, to inform consumers of the dangers of tree work and hiring a professional was provided to the Board. The flyer was also posted on the Board website.

V. Treasurer’s Report:

April 21, 2019 NJBTE Checking Account:

Balance Beginning July 01, 2018.....	\$ 78,115.11
Disbursements.....	\$ 82,970.45*
Receipts.....	<u>\$ 12,750.00</u>
Checking Account Balance.....	\$ 7,894.66

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

April 21, 2019 NJBTE Comprehensive Financial System Account:

Balance Beginning July 01, 2018.....	\$ 114,354.17
Disbursements.....	\$ 159,445.32
Receipts.....	<u>\$ 187,945.53*</u>
NJCFS Account Balance	\$ 104,102.03

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

Board of Tree Experts – Asset Balance:

Checking Account Balance.....	\$ 7,894.66
NJCFS Account Balance	<u>\$ 104,102.03</u>
Total Assets	\$ 111,996.69

Motion to approve by P. Zipse, seconded by M. Goggin.

Motion passed.

Discussion:

- A. We have access to the online account now.
- B. We will be submitting a PO (Purchase Order) for the new fiscal year, it will include cost of database and Surface Pro’s for Compliance Inspectors.

VI. General Public Comment

George Morgan: needs information on CEUs for stump grinding. We will send information on upcoming training and publications for CEUs.

Chance Woodginski, Woody’s Tree Service: hoping for compliance enforcement.

VII. Closed Session – Compliance and Enforcement

Motion to go into Closed Session by J. Greipp, seconded by R. Wolowicz.

Motion passed.

Motion to come out of Closed Session made by B. Emens, seconded by R. Wolowicz.

Motion passed.

VIII. Old Business

- A. Spanish Translation of Board Documents – The Board was provided with a set of translated documents. The Spanish translation will be included on the backside of the documents for Business Registration and Licensing.

Question by M. Goggin; will we translate into other languages?

Answer; no plans in place to translate into other languages.

- B. Other: None

IX. New Business

- A. Certification of Exam Grades from May 8, 2019 – The Board was provided with the listing of May's Examination grades and results.

Motion to certify the exam grades for May 8, 2019 and the names read into the minutes by R. Wolowicz, seconded by K. Downes.

Motion passed.

1. For Licensed Tree Care Operator:

Michael Dittmar, Medford Lakes, NJ

Carlos Villalobos, Summit, NJ

Peter Ahlert, Somerville, NJ

Brian Serafine, Tabernacle, NJ

Miguel Rivas, Cliffside Park, 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/NVOS 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 NVOS letters sent. A summary of results was also discussed.

1. \$3,000.00 in fines received this month.

D. Review of Applications and Approval:

1. 17 Business Registrations for Approval

Motion to approve 17 Business Registrations made by M. Goggin, seconded by R. Wolowicz. Motion approved with notation that registration will not be sent if there is no licensee.

Motion passed.

Abraham Landscaping and Tree Service

CES Tree Service and Landscaping

Disch Tree Experts

Garden Graphics Landscape and Design LLC

Larkey's Tree Service

Michael J. Hirsch, Inc.

O'Leary's Tree Service LLC

Business Registrations Approved, cont.

Pyontek Bros. Tree Service

R&P Landscaping Service

Rising Sun Landscape, Inc

Sequoia Tree, Inc

Seven Oaks Tree Service Union Brothers, LLC

Weather Hill Land & Lawn Service

Walker's Tree Service

Jireh Tree Service

2. LTE Written Reciprocity:

Motion to approve 2 LTE reciprocity for exemption from the written portion of the exam only made by R. Wolowicz, seconded by B. Emens. Motion passed.

John Bolton

Jason Knowles

3. LTCO Reciprocity:

Motion to approve 2 LTCO reciprocity made by R. Wolowicz, seconded by B. Emens. Motion passed.

James Federici
Lindsey Vasquez

E. Other:

None

X. General Public Comments:

None

XI. Adjournment

Motion to adjourn at 5:11 pm made by R. Wolowicz, seconded by M. Goggin.

Motion passed.