

The Board of Tree Experts met on this date at the Board office, 101 W. Veterans Hwy, Jackson, NJ 08527 at 9:00 a.m.

Those present were:

- Steve Chisholm, Sr., President
- Rich Wolowicz, V. President/Treasurer (by phone)
- Joe Greipp
- Pam Zipse
- Barry Emens

Michael D’Errico, Program Director  
 Mike Schuit, DAG

Dean Marzocca, Compliance Inspector

Patricia Aufiero, Recording Secretary  
 Arlene Dietz, Administrative Assistant  
 Erin Lyons, Administrative Assistant

Public in Attendance  
 None

Meeting called to order: 10:07 a.m.

**I. Open Public Meeting Act**

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

**II. Approval of Agenda**

Motion to change the order of the Agenda by J. Greipp, seconded by P. Zipse  
 Motion passed.

**III. NEW BUSINESS**

**A. LTCO Exam – 9 passed**

- Kenneth Pannone
- Ed Buck
- Jose Flores
- Dylan Scarpone
- Diego Ramos
- Gilbert Hinson
- Justin Grau
- Marling Mena

- Robbinsville, NJ 08691
- Glendora, NJ 08029
- Plainfield, NJ 07062
- E. Stroudsburg, PA 18302
- Trenton, NJ 08610
- Bridgeton, NJ 08302
- Scotch Plains, NJ 07076
- Summit, NJ 07901

Oscar Hernandez Bridgewater, NJ 08807  
Catherine Maldonado – Spanish Translator for the LTCO Exam was approved by DEP Comptroller S. Matis. Will repeat in May for the exam. Discussion of having the exam translated into Spanish with Catherine Maldonado and Jose Rivera.

Motion to certify exam grades of April 3, 2019 and the names read into minutes by J. Greipp, seconded by R. Wolowicz. Motion passed.

**Review of Applications and Approval:**

**B. Business Registrations:**

13 applications for approval (registrations are held until compliance with licensing) Motion to certify by B. Emens, seconded by J. Greipp. Motion passed. Motion approved with notation that registration will not be sent if there is no licensee.

Alpine Landscapes	Willingboro, NJ 08046
B&B Landscaping Inc	Tabernacle, NJ 08088
Central Jersey Tree and Lawn	Flemington, NJ 08822
Classic Landscaping	Edison, NJ 08817
Cypress Tree Care, LLC	Frankford, DE 19945
Evergreen Tree and Landscape LLC	Scotch Plains, NJ 08012
Franco's Tree Service, LLC	Blackwood, NJ 08012
Madlinger Tree Company LLC	Califon, NJ 07830
Michael and David's Landscaping	Somerset, NJ 08873
Pinelands Arboriculture Solutions LLC	Toms River, NJ 08753
Roma Landscaping & Construction	North Brunswick, NJ 08902
Scotties Tree Service, LLC	Staten Island, NY 10309
The Tree Guy Service LLC	Bridgewater, NJ 08807

**C. LTE Reciprocity:** 2 applications for approval

LTE Reciprocity

John Bolton – must re-apply. All points must be within 2 years

LTCO Reciprocity

Christopher May – Motion to approve by J. Greipp, seconded by B. Emens. Motion passed.

**IV. Minutes of March 19, 2019**

Motion to approve J. Greipp seconded by B. Emens. Motion passed.

**V. Treasurer’s Report**

**April 16, 2019 NJBTE Checking Account:**

Balance Beginning July 01, 2018.....	\$ 78,115.11
Disbursements.....	\$ 80,435.81*
Receipts.....	<u>\$ 6,175.00</u>
Checking Account Balance.....	\$ 3,854.30

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

**April 16, 2019 NJBTE Comprehensive Financial System Account:**

Balance Beginning July 01, 2018.....	\$ 89,790.74
Disbursements.....	\$ 124,376.16
Receipts.....	<u>\$ 190,437.91</u> *
NJCFS Account Balance .....	\$ 155,852.49

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

**Board of Tree Experts – Asset Balance:**

Checking Account Balance.....	\$ 3,854.30
NJCFS Account Balance .....	<u>\$ 155,852.49</u>
<b>Total Assets</b>	<b>\$ 159,706.79</b>

**Discussion on the Financial Report:**

27.3% of Salaries/Wages goes to 22<sup>nd</sup> Century.

\$80,000 will be allotted for Compliance in the next fiscal year (\$40,000 & \$40,000 incrementally). Steve Matis has been very helpful with this and the Board is appreciative.

DISCUSSION: P. Zipse asked if there should be a note about the 2 weeks of ACRO that is not in the Treasurer’s Report for this month. It was decided it was not necessary since the Board is aware of the cost for those 2 weeks.

**VI. NJSA 45:15C-14 Re-appointments**

The Board will elect a president and vice-president on an annual basis.

J. Greipp made a motion to keep the present officers, Steven Chisholm, Sr., President and Rich Wolowicz, Vice-President in place. The motion was seconded by P. Zipse. Motion passed.

DISCUSSION: B. Emens noted it is good to have stability. J. Greipp requested enough notice from officers if they decide to step down. P. Zipse noted it would not be good for both the officers and the program manager to step down at the same time.

The Board re-affirmed leadership, Steve Chisholm, Sr., President and Rich Wolowicz, Vice-President/Treasurer, through April 2020.

## **VII. Administrative Report**

- A. E-mail blast on Insurance Renewals was done and companies are responding more quickly this time. There will be a certain number of non-compliant companies which will receive an NOV.  
Board asked if there was any follow up on sole proprietor list. Not done yet working on compiling a list.
- B. Steve Chisholm, Sr. and Mike D’Errico attended the Bergen County Consumer Affairs Meeting. The meeting went well with an extended Q&A. Gurbir Grewal, New Jersey State Attorney General was in attendance and presented both Steve Chisholm, Sr and Mike D’Errico with Certificates. Division of Consumer Affairs was also in attendance (Acting Director Paul Rodriguez). They were very supportive. They do some interesting things regarding collection of fines and will provide some examples.
- C. Board discussed a Retirement Village hiring a landscape company to perform tree work. Employed by vs. contracted by was discussed. “Contracted by” must be registered and licensed.
- D. DEP referral of Reynolds & Sons. The owner, William Reynolds, sent a letter stating the company sent in all required applications and fees and has not received license or registration certificates. Applications were reviewed. Neither the Business nor the exam application were complete. Letter sent to the owner including documentation of correspondence requesting additional information.
- E. Database company was contacted, and a dialogue was started regarding the Board’s requirements
- F. The Board reached out to Elizabeth Dragon of the DEP and is waiting to have a meeting scheduled to get access to the Secretary of State’s enforcement database

- G. Access to Class B Facilities. Two Bureaus' were contacted within Solid Waste for an appointment date to discuss the Bureau's access to Class B Solid Waste Facilities.
- H. Arbor Day – Rutgers – Friday, April 26, 2019  
Rutgers was chosen as State Arbor Day host to highlight the SAF accreditation process. Those in the industry should attend to show support for importance of an accredited program. A flyer was handed out.
- I. The next Board meeting will be held at Rutgers in May. Pam will simplify the directions.
- J. NJ Arborists – ISA Chapter will be reaching out to Licensed Tree Care Operators regarding joining an organization.
  - 1) P. Zipse felt it was an unfortunate decision by the Society of Licensed Tree Experts to exclude Licensed Tree Care Operators
  - 2) ISA would be great, they need an organization
 S. Chisholm – ISA is not accepting Licensed Tree Care Operators as Certified Arborists. Only the NJAISA (NJ chapter) can offer membership  
 M. D'Errico recommended a concurrent session for LTCO at the Garden State Tree Conference which would be specific to LTCO services. Non-members who paid the non-member rate would get a 1-year membership in NJAISA.

**VIII. Compliance with Law/Rules – Update with Numbers:** The Board received the monthly updated listing of numbers for compliance with the law and the rules.

**Notice of Violation/AONOCAPA/MR1 update 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. A summary of results was also discussed.

**IX. Other**

P. Zipse stated that the NJ Shade Tree Federation asked J. Greipp and K. Downes to do presentations in split Sessions (Client/Contractor tracks) at the annual conference in October.

**X. Closed Session**

Motion to go into Closed Session made by J. Greipp, seconded by B. Emens.  
Motion passed.

Motion to come out of Closed Session made by P. Zipse, seconded by B. Emens.  
Motion passed.

**Adjournment:** Motion to adjourn made by J. Greipp, seconded by P. Zipse. Motion passed.

Meeting Adjourned at 1:20 pm