

Board of Tree Experts

Minutes

February 20, 2018

The Board of Tree Experts met on this date at Jackson Township Municipal Building, 95 W Veterans Hwy, Jackson, NJ 08527.

Those present were:

Steve Chisholm, Sr, President
Rich Wolowicz, Vice President/Treasurer
Barry Emens
Joe Greipp
Gary Lovallo
Pam Zipse
Michael D'Errico, Program Manager
Chloe Gogo, DAG

Patricia Aufiero, Adm. Asst.
Arlene Dietz, Recording Secretary

Public in Attendance: Brian K. Hartel Sr.

Meeting called to order at 9:40 a.m.

- I. **Open Public Meeting Act:** signed, S. Chisholm & R. Wolowicz
Open Public Meeting Act was read by M. D'Errico.
- II. **Approval of Agenda**
Motion to approve made by Rich Wolowicz, seconded by Pam Zipse
Motion passed.
- III. **Minutes of January 16, 2017**
Motion to approve minutes made by Pam Zipse, seconded by Rich Wolowicz.
Motion passed.
- IV. **Administrators Report**
Military exemption – applicant was notified of denial by the Board.
He will submit additional information from the Dept of Veteran's Affairs when he receives them. The applicant will pay for registration now and will be reimbursed if the additional information is approved.

Retired LTE CEU's – can they be waived from CEU's only to hold the credential?
Either a designation of "not for hire" by affidavit with the next renewal or "retired" on card and certificate. We will discuss again in March.

Atco + 30 – South Jersey companies refusing to comply with licensing laws were discussed.

Several municipalities being more pro-active about mandatory business registration when awarding bids and permits.

V. **Treasurers Report**

The February financial report was not received due to the holiday and delay in mail delivery. The delayed January report was reviewed today.

February 28, 2017

Balance Beginning	July 01, 2017.....	\$57,702.15
	Disbursements.....	\$52,096.89
	Receipts.....	\$109,350.00
Checking Account Balance.....		\$114,955.26
Asset Balance as of February 28, 2018.....		\$114,955.26

Increased expenditures due to December mailing of registrations and licenses. Payroll through ACRO is pending. As a result of the Board using ACRO, It will cost the Board an extra 25% of the payroll amount, as ARCO charges a service fee.

Motion to approve the January report as submitted made by Mark Goggin.
Seconded by Pam Zipse.
Motion passed.

VI. **General Public Comments – none**

VII. **Old Business**

Field Inspectors

Amendments by Gary Lovallo were discussed. ANSI standards were re-entered.

The target date for hiring Field Inspectors is April 14, 2018.

NJEMS update – license cards

All Business Registration certificates, licensee certificates and cards will now be mailed at the same time out of the Board’s office.

Complaint Process

The Complaint Form and Complaint Response form were reviewed and discussed.

Other

The possibility of running an ad campaign and options for funding were introduced and discussed briefly. This will be re-addressed at one of the next meetings.

VIII. **NEW BUSINESS**

Certification of LTE/LTCO Written exam – February 7, 2018 at Meadow Lakes, Hightstown, NJ.

Motion to approve Rich Wolowicz. Seconded by Pam Zipse.

Motion passed.

The names of the applicants passing the LTCO exam were read into the minutes:

Joseph Bubba, Brittney Ceron, William Deputy, Scott Green, Nels Johnson, David M Rehill, Kevin Ricci, Daniel Rocco, Pete Spittel

COMPLIANCE WITH THE LAW/RULES – UPDATE WITH NUMBERS

The Board was provided with an update on the compliance with the law.

Review of Applications and Approval:

CTE – LTE 5 applications
5 approved

Motion to approve made by J. Greipp, seconded by R. Wolowicz. Motion passed.

Grandfathering for LTCO 30 applications
30 approved

Motion to approve made by Mark Goggin, seconded by Gary Lovallo. Motion passed.

LTCO Reciprocity 5 applications
To be re-evaluated and approval deferred to March meeting.

BUSINESS REGISTRATIONS 48 applications
48 applications approved

Motion to approve made by J. Greipp, seconded by M. Goggin. Motion passed.

OTHER - None

IX. **General Public Comments – NONE**

X. **Closed Session**

Motion to go into closed session made by J. Greipp, seconded
By R. Wolowicz. Motion passed.

Motion to end the Closed Session made by R. Wolowicz.
Seconded by Gary Lovallo. Motion passed.

XI. **Adjournment**

Motion to adjourn meeting by R. Wolowicz, seconded by
J. Greipp. Motion passed.