

Board of Tree Experts Minutes

May 17, 2022

The Board of Tree Experts met on this date at the NJBTE Office, 101 W Veterans Hwy, Jackson, NJ 08527

Those present were:

S. Chisholm, Sr., President

J. Greipp

P. Zipse

B. Emens

T. Wyckoff (remote)

R. Wolowicz (remote)

Candice McLaughlin, DAG

Bruce Velzy, DAG

Patty Aufiero, Recording Secretary

Linda Herrera, Administrative Assistant

Meeting called to order at 9:38 am

- I. **Open Public Meeting Act:** Read by P. Aufiero, signed by S. Chisholm and J. Greipp for R. Wolowicz
- II. **Approval of Agenda:** Motion to approve Agenda by B. Emens, seconded by P. Zipse. Motion passed, with changes:
Administrative Report, move discussion to closed session as per Sub Section 7Bii, for purposes of discussing personnel matters, comeback to open session and summarize.
- III. **Minutes** Motion to approve minutes of March 15, 2022 by J. Greipp, seconded by B. Emens. Motion passed with changes.
Open session recorded on Zoom.
- IV. Wells Fargo account balance: \$10,318.55

Motion to go into Executive Session by P. Zipse, seconded by B. Emens. Motion passed. 10:01am.
Back to Regular Session 11:52am
- V. **Administrative Report and Correspondence**
Summary from Closed Session:
 - a. Vendors: discussion of method of payment for vendors previously paid from Wells Fargo, offline account.

- b. Passwords: discussion regarding passwords to certain devices that were not provided may become an item for litigation.
- c. C. Office Security: discussion regarding increasing security with doorbell that has video. Check with Jackson Twp DPW.
- d. Exam Revisions: discussion regarding concerns whether the recent exams met the standards or not. Exams will be revised and answers will be protected.
- e. Enforcement Issues: discussion regarding settlements, issuing documents and registration procedures.

VI. Old Business

- a. Meeting with to be scheduled with S. Matis, T. Wyckoff, J. Greipp and S. Chisholm to discuss financial issues and method of payment.
- b. Neil Hendrickson has been very helpful in the process of revising the Exams.
- c. Webmaster, Patadigital Designs is retiring in Decemnber.

VII. New Business

- A. Motion to certify LTCO Reciprocity pending receipt of signed letters of recommendation with letterheads, by J. Greipp, seconded by P. Zipse. Motion passed.

Jay Winters

Matthew Chase

Jacqueline Fuentes

Aaron Glogower

Scott McIlvaine

Business Registration approvals, pending licensure.

Motion to approve 11 business registrations by J. Greipp, seconded by P. Zipse. Motion passed.

Star Landscaping	Pleasantville, NJ
Team Gale	Riverside NJ
Prime Tree Services LLC	Nanuet, NY
Squirrels Tree Service LLC	Wharton, NJ
Integrity Tree Care	Berlin, NJ
High Performance	Pittstown, NJ
Fischers Forestry	Egg Harbor Twp, NJ
Outdoor Solutions	Marlton, NJ
MMM Home Improvement LLC	Fords, NJ
Evergreen Tree Service	Raritan, NJ
RZ Landscaping	Whiting, NJ

B. Other:

- a. ANSI Z133 enforcement: C. McLaughlin will review.
- b. Ethics Training: to be completed if Board members have not done so.
- c. Schedule for LTE Field Exam: July 2022 at Rutgers, P. Zipse is inquiring on a date and procedures.

- d. FTE (Full Time Employee): Board will make a request to the Commissioner and this will be discussed at the meeting with S. Matis.
- e. Cost of living increase for staff will be requested.

VIII. Motion to adjourn meeting by B. Emens, seconded by T. Wyckoff. Motion passed.
Meeting adjourned at 12:41pm.