

July 23, 2014
LANDSCAPE IRRIGATION CONTRACTORS
EXAMINING BOARD

The Landscape Irrigation Contractors Examining Board held their meeting at the DEP Complex, Trenton, NJ. George McCarthy called the meeting to order at 9:50 a.m. The following members were in attendance:

MEMBER

AFFILIATION

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| Linda Cantwell | NJDEP |
| George McCarthy | Spring Irrigation Co Inc. |
| William Frederick Rapp | Atlantic Irrigation Specialties |
| Ken Scherer | Hillsborough Irrigation |
| Gaetano Virone | Environmental Designers Irrigation |

Absent

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| Robert Dobson | Middletown Sprinkler |
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Bid packages were sent to Intrepid Investigations, Excel Investigations, Dylan Group LLC, and Investigative Solutions LLC. Excel Investigations and Dylan Group LLC were returned as undeliverable. Staff contacted both companies via email. Excel Investigations provided updated contact information and indicated that they were interested in responding to the bid. As a result the bid package was resent via email. Dylan Group LLC did not respond to the email. On September 15, 2014 DiJoseph Investigations contacted staff via email indicating that they were interested in submitting a bid. The bid package was emailed to them.

The Board reviewed the responses to their bid solicitation for an enforcement contractor (Investigative Solutions LLC and DiJoseph Investigations.) Based on a review of the information submitted, the members agreed to accept the lowest bidder. As a result, Investigative Solutions LLC was awarded to contract.

Trish Conti and Annie Loh, NJDEP, was also in attendance.

Linda Cantwell read the Open Public Meetings Act statement for the Landscape Irrigation Contractors Examining Board and announced that adequate notice of this meeting had been provided to the Secretary of State and designated newspapers, as well as posted in DEP.

The open and closed session minutes from June 3, 2014 meeting were reviewed and accepted as presented.

The Board was informed that a Treasurer's report was requested but not received. Once it is received, it will be emailed to the members.

George McCarthy informed the Board that the Irrigation Association of NJ (IANJ) sent out their Summer Technical Bulletin. The Bulletin included a backflow course which indicated that this course was eligible for water conservation credits. It was noted that this course did not go through the Board's approval process. As a result of telephone conversations with Mr. McCarthy, Guy Virone contacted Roy Nau (IANJ) and the water conservation credits have been retracted.

A discussion was held with regard to a Board member becoming a liaison with the IANJ's Board. Guy Virone will follow up with the IANJ.

Bob Dobson emailed a new EPA WaterSense application. The email indicated that the Board would need to re-apply for WaterSense recognition. The Board will follow up on this matter.

Staff informed the Board that approximately 135 business permit applications have been received. Lena, the temporary employee hired to process these business permits has completed entering most of them. The permits are about ready to be mailed. However, the computer system is generating the business permits with three year expiration dates rather than two year expiration dates. The Board was previously informed that this could be an issue/limitation of the system. While a request has been submitted to modify the system, it is unknown when this request will be completed. A discussion was held concerning whether or not to issue the business permits as created by the system. The members were informed that the actual business permits could be edited in order to change the expiration date. However, the system would not recognize this "new date" for reporting purposes and during the renewal process. The Board agreed to issue the business permit, as created by the system, until the request modifying the system has been completed. In addition, the Board will prepare a cover letter to be included with the business permit. The cover letter will remind business permit holders what they will need to do.

The members were informed that staff is currently working on updating their website.

The Board voted to enter into a closed session in order to discuss enforcement matters at 10:50 a.m. Whereas the Open Public Meeting Act provides that a public body such as the Landscape Irrigation Contractors Examining Board may meet in closed session to discuss "any investigations of possible violations of law" and any pending or anticipated litigation; Whereas the Board desires to retire to closed session to discuss possible violations of law and litigation matters; Now therefore, be it resolved that the Board shall at this time meet in closed session to discuss the above mentioned matters. The substance of the closed session will be disclosed publicly only when it will not impede the State's ability to investigate the possible violation of law in question or participate in the litigation or breach an attorney-client privilege.

The Board returned to open session at 11:30.

A brief discussion was held concerning the continuing education credit process. The Board agreed that the topic should be included on agenda for the September meeting.

It was agreed that the November meeting would be changed due to conflicts with the Irrigation Association's upcoming show.

Since there was no further business to discuss, the meeting was adjourned at 12:10 p.m.

Respectfully Submitted,

George M. McCarthy, Chairman
Landscape Irrigation Contractors Board