

Minutes LICEB January 19, 2016

Minutes Taker-Stacy Andersen

Start Time: 10:15 am

End Time: 1:18 pm

LANDSCAPE IRRIGATION CONTRACTORS EXAMINING BOARD

Meeting Location: DEP Building
401 E State Street
Trenton, NJ 08625
4th Floor Large Conference 4E002 Room

Attendees:

Board Members

George M. McCarthy

Ken Scherer

Gaetano Virone

Affiliation

Spring Irrigation Co. Inc.

Hillsborough Irrigation

Environmental Designers Irrigation

Legal Council

Elspeth Hans

Michael Shuit

DAG

DAG

DEP Staff

Stacy Andersen

Trish Conti

Joanne Taroco

Bureau of Licensing and Pesticide Operations (BL & PO)-NJDEP

BL & PO -NJDEP

BL & PO -NJDEP

Absent:

William Frederick Rapp

Joan Scatton

Robert Dobson

Atlantic Irrigation

DAG

Middletown Sprinkler

Official Start Time: 12:06 PM

Stacy Andersen read aloud 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 the Department of Environmental Protection (DEP)

Minutes from previous meeting were not reviewed due to the shortened length of time between the January 5, 2016 board meeting and January 19, 2016 board meeting.

Treasurer's report was not reviewed at this meeting because the most recent treasurer report was supplied at the previous meeting held on January 5, 2016.

There were no new communications between the January 5, 2016 meeting and January 19, 2016 board meeting.

New Business – Todd Hodgins a resident of Maryland who is also a member of the Irrigation Association telephoned in regarding obtaining licensure in New Jersey. The primary concern raised was how does a non-resident of New Jersey provide proof of experience working for a licensed landscape contractor if they reside in a state which does not require licensure, and would the membership to the IA be sufficient proof of experience to permit an individual to sit for the Landscape Irrigation Contractors exam in New Jersey. The board determined that providing proof of membership to the IA along with any contracts obtained, or agreements to install irrigation systems would be sufficient for an out state

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individual to prove experience. Joanne Taroco will follow up with Todd to inform him of the board's stance on providing proof of experience.

Conversation progresses to Continuing Education Credits (CECs) and the contractors concern for not being able to locate where courses are available to take. It was suggested to possibly post the course providers up on the Landscape Irrigation Contractors Examining Board's webpage the board opted not to do this because they had a master list of already approved contractors and due to the upcoming transfer from the Department of Environmental Protection (DEP) to the Department of Community Affairs (DCA) that this task was less of a priority and could be addressed after the move from DEP to DCA.

During the conversation about CECs it was also mentioned that there were issues with the Landscape Irrigation Contractors who expressed concern that they were short on credits although they submitted proof attending enough courses to the meet the CEC requirements. It was determined that those who were complaining had all taken courses with Central Irrigation, and anyone who took classes with Central Irrigation were not assigned those credits because Central Irrigation did not provide the course rosters, and did not obtain credit approval from the Board. The Board sent Central Irrigation a letter on February 13, 2015 requesting information about the courses and copies of attendee rosters. To this date Central Irrigation has not provided the attendee rosters and as a result no credit values have been assigned. The Board recommends that individuals who took classes with Central Irrigation to do one of two things: contact Central Irrigation and have Central Irrigation send over course rosters, or individuals can make up the missing CECs by attending courses through a different provider.

Gaetano Virone mentioned that after the last meeting he received complaints from Irrigation Association of New Jersey (IANJ) about their members expressing concerns that complaints pertaining to advertising or working without being licensed were not being addressed. It was noted that yes, the complaints are addressed and that the problem lies within the Boards inability to publish or discuss open violations with the public. Another complaint that the IANJ brought up was that letter sent providing directions for creating an account on the Irrigation Association (IA) webpage and accessing the CEC verification webpage was confusing. Roy from IANJ would like to be included as a reviewer of Board issued correspondence prior to sending out letters to ensure that they are not confusing to the contractors receiving the letter. It was determined by the Board that it was inappropriate to have a board member from an interest group such as the IANJ to provide input on letters issued by the Board

Ken Scherer motioned to go into closed session, Gaetono Virone seconded motion. Unanimous approval to proceed to closed session.

Ken Scherer Motioned to return to open session, Gaetano Virone seconded motion. Unanimous approval to return to open session

During closed session, the Board decided to proceed with issuing 1 SOL 1 AO, 2 NOV and 1 NFA letter. The Board also decided to have 2 complaints sent to the investigator.

Ken Scherer motioned to accept the decisions made during closed session and Gaetono Virone seconded the motion. Unanimous approval to accept decisions made during closed session.

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Start Time: 10:15 am

End Time: 1:18 pm

Gaetano Virone motioned to adjourn meeting, Ken Scherer seconded motion. Unanimous approval. The meeting adjourned at 3:46 PM.

Minutes LICEB February 5, 2016

Minutes Taker-Stacy Andersen

Start Time: 10:46 AM

End Time: 2:26 PM

LANDSCAPE IRRIGATION CONTRACTORS EXAMINING BOARD

Meeting Location: DEP Building
401 E State Street
Trenton, NJ 08625
4th Floor Large Conference 4E002 Room

Attendees:

Board Members

Robert Dobson

George M. McCarthy

Ken Scherer

Gaetano Virone

Legal Council

Elspeth Hans

Affiliation

Middletown Sprinkler

Spring Irrigation Co. Inc.

Hillsborough Irrigation

Environmental Designers Irrigation

DAG

DEP Staff

Stacy Andersen

Joanne Taroco

Bureau of Licensing and Pesticide Operations (BL & PO)-NJDEP

BL & PO -NJDEP

Absent:

William Frederick Rapp

Trish Conti

Atlantic Irrigation

BL & PO -NJDEP

Official Start Time: 10:46

Stacy Andersen read aloud 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 the Department of Environmental Protection (DEP)

Minutes from previous meeting were not reviewed at this time.

Treasurer's report was reviewed at the January 5, 2016 meeting.

Email communications from two contractors Geri Reidy and Joe Gere

Geri Reidy's email was in response to the what the continuing education requirements were going to be now that the Landscape Irrigation Contractors Examining Board was slated to move from the Department of Environmental Protection to the Department of Community affairs. The Board decided to respond to Mr. Reidy's email communication informing him that according to the transfer act there were currently no new changes. That Board will remain intact, and the regulatory functions of the Board would stay the same.

Joe Gere's email concern whether or not some job functions that he performs as a landscaper were permissible to do without being in violation of the regulations. Specifically changing the type of head on an existing zone, adding additional heads to a zone and adding an additional zone to a customer's existing system. The Board response was that none of those job functions were permissible without holding the Landscape Irrigation Contractor License and that he could look this up in the regulations.

Minutes LICEB February 5, 2016

Minutes Taker-Stacy Andersen

Start Time: 10:46 AM

End Time: 2:26 PM

Gaetano Virone began the meeting discussing the Board's decision to send out letters to course providers concerning the need to use and submit course roster. As was discussed in the January 5th, 2016 meeting course providers were not utilizing and or submitting the course attendee rosters to the board. Robert Dobson had drafted the letter however the letter had been sent to the course providers as of the January 19, 2016 because the final verbiage of the document had not been approved.

Robert Dobson also noted at this time that there was a concern with the amount of Continuing Education Credits (CECs) that the Irrigation Association of New Jersey (IANJ) was advertising or placing on their certificates that they were issuing to individuals versus the amount of technical credits approved by the Board. Licensed landscape irrigation contractors were upset by the difference in CEC values and not knowing why the credits were not assigned the value written on the certificates issued by the course provider. Robert Dobson noted that if the IANJ and all course providers were utilizing the exam rosters and checking photo IDs as is was outlined in the regulations it would be easier to locate and communicate with the contractors receiving lesser amount of credits and the reasons why.

Conversation moved in the direction of assigning course numbers to courses to eliminate the errors occurring when a course provider states that courses were valued for a higher CEC value than what was approved by the Board. The Board as a whole believes this to be beneficial but would like to hold off on finalizing a process to do this until after the transfer of the board.

Gaetano Virone motioned to go into close session, Ken Scherer seconded motion. Unanimous approval to proceed to closed session. Close session begins at 11:40

Ken Scherer Motioned to return to open session, Gaetano Virone seconded motion. Unanimous approval to return to open session Return to Open session at 1:58

During closed session, the Board decided to proceed with issuing 2 Settlement Offer Letters 2 Administrative Orders, and 2 No Further Action letters. The Board also decided to send 2 complaints to the investigator. The Board decided to offer a 5 day extension to remove an advertisement and after 5th day if advertising was still posted then an Administrative Order would be issued. The Board decided to close one complaint.

Gaetano Virone motioned to accept the decisions made during closed session and Robert Dobson seconded the motion Unanimous approval was not met Ken Scherer did not approve to accept the close session decisions.

Ken Scherer disapproved of the close session actions. It was determined that one of the cases that Ken Scherer referred to the Board for review was closed do age of case; however Ken was able to show the board through electronic media that the particular case he referred was indeed still actively advertising.

Gaetano Virone motioned to return to close session and Robert Dobson seconded the motion. Unanimous approval to return to closed session. Ken Scherer excused himself. Close session resumed at 2:14

Gaetano Virone motioned to return to Open session at 2:22 Robert Dobson Seconded the motion. Unanimous approval to return to Open session

Minutes LICEB February 5, 2016

Minutes Taker-Stacy Andersen

Start Time: 10:46 AM

End Time: 2:26 PM

Gaetano Virone motion to accept the amended decisions of closed session. Kens Scherer seconded the motion. Unanimous approval to accept the amended decision from closed session.

Ken Scherer motioned to adjourn meeting, Gaetano Virone seconded motion. Unanimous approval to adjourn. The meeting adjourned at 2:26 PM.

Minutes LICEB May 24, 2016
Minutes Taker-Stacy Andersen
Start Time: 11:42 AM
End Time: 4:00 PM

LANDSCAPE IRRIGATION CONTRACTORS EXAMINING BOARD

Meeting Location: DEP Building
401 E State Street
Trenton, NJ 08625
4th Floor Large Conference 4E002 Room

Attendees:

Board Members

George M. McCarthy
Bob Dobson
Fred Rapp
Gaetano Virone

Affiliation

Spring Irrigation Co. Inc.
Middletown Sprinklers
Phoned In – 1:15PM
Environmental Designers Irrigation (phoned in) 1:15PM

Legal Council

Elsbeth Hans
DAG

DEP Staff

Stacy Andersen
Joanne Taroco
Trish Conti
Bureau of Licensing and Pesticide Operations (BL & PO)-NJDEP
BL & PO -NJDEP
BL & PO –NJDEP

DCA Staff

John Delesandro
Kevin Luckie
Supervisor of Licensing & Education
Assistant Director

Absent

Ken Scherer
Hillsborough Irrigation

Investigators

Earl Anderson
Jon Gallant

Official Start Time: 11:42 AM

Stacy Andersen read aloud 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 the Department of Environmental Protection (DEP)

Minutes - Previous meeting minutes were not reviewed at this time because they had not been completed.

Treasurer’s Report - was read by George McCarthy. Bob Dobson motioned to accept treasurers report, Fred Rapp seconded, unanimous approval.

Minutes LICEB May 24, 2016
Minutes Taker-Stacy Andersen
Start Time: 11:42 AM
End Time: 4:00 PM

Communications – None

New Business – Exam results were reviewed. 16 Failures and 3 passed. The people who passed will receive letters from DCA along with invoices. **Motion to accept the exam results Fred Rapp, seconded by Gaetano Virone all unanimous.**

Gaetano Virone motioned to go into close session at 11:44 AM, George McCarthy seconded motion. Unanimous approval to proceed to close session.

Gaetano Virone motioned to return to open session 3:41 PM, Fred Rapp seconded motion. Unanimous approval to return to open session

During closed session, the Board to proceed with issuing 4 AO and 1 NFA letter. The Board decided to close 3 complaints.

Gaetano Virone motioned to accept the decisions made during closed session and Fred Rapp seconded the motion. Unanimous approval to accept decisions made during closed session.

Bob Dobson motioned to adjourn meeting, Fred Rapp seconded motion. Unanimous approval. The meeting adjourned at 4:00 PM.

Minutes BLIC June 23,, 2016
Minutes Taker-Stacy Andersen
Start Time: 10:26 AM
End Time: 12:31 PM

BOARD OF LANDSCAPE IRRIGATION CONTRACTORS

Meeting Location: DCA Building
101 S. Broad Street
Trenton, NJ 08625
1st Floor Large Conference 129 Room

Attendees:

<u>Board Members</u>	<u>Affiliation</u>
Robert Dobson	Middletown Sprinkler
George M. McCarthy	Spring Irrigation Co. Inc.
Ken Scherer	Hillsborough Irrigation
Kevin Luckie	Assistant Director DCA

Legal Counsel

Valentina DiPippo	DAG
Susan Scott	DAG

DCA Staff

Stacy Andersen	Licensing & Education DCA
John Delesandro	Supervisor of Codes & Standards DCA
Gabrielle Gallagher	Regulatory Affairs DCA

Absent:

Gaetano Virone	Environmental Designers Irrigation
Fred Rapp	

Official Start Time: 10:26

Stacy Andersen read aloud the Open Public Meetings Act statement for the Board of Landscape Irrigation Contractors and announced that adequate notice of this meeting had been provided to the Secretary of State, and designated newspapers.

Minutes from previous meeting were not reviewed at this time.

Treasurer's report showed that the Board's account was transferred from DEP to DCA and a screen shot of the account was reviewed.

Kevin Luckie motioned to accept Treasurer's Report, Bob Dobson seconded. Unanimous approval of Treasurer's Report.

At this time everyone introduced themselves and Kevin Luckie is appointed as a new member of the Board of Landscape Irrigation Contractors.

Bob Dobson motioned to go into closed session, Ken Scherer seconded motion. Unanimous approval to proceed to closed session. Closed session began at 10:36.

Minutes BLIC June 23,, 2016
Minutes Taker-Stacy Andersen
Start Time: 10:26 AM
End Time: 12:31 PM

Bob Dobson motioned to return to Open session at 12:18 Ken Scherer Seconded the motion. Unanimous approval to return to open session

John Delesandro will be the appointed to have the go ahead to be in charge of the enforcement cases.

Ken Scherer motioned to accept, Bob Dobson seconded. Unanimous approval.

All future meetings will be held at the Department of Community Affairs at 101 S. Broad Street with a 10AM start time.

Ken Scherer motioned to accept, Bob Dobson seconded. Unanimous approval.

Future meetings need to be set up with dates. Next Board meeting is scheduled for September 13, 2016 for exam applications.

Ken Scherer motioned to accept, Bob Dobson seconded. Unanimous approval.

Ken Scherer motioned to adjourn meeting, Bob Dobson seconded motion. Unanimous approval to adjourn. The meeting adjourned at 12:31 PM.

Minutes BLIC September 20, 2016

Minutes Taker-Stacy Andersen

Start Time: 10:21 AM

End Time: 1:14 PM

BOARD OF LANDSCAPE IRRIGATION CONTRACTORS

Meeting Location: DCA Building
101 S. Broad Street
Trenton, NJ 08625
1st Floor Large Conference 129 Room

Attendees:

Board Members

Robert Dobson

George M. McCarthy

Gaetano Virone

Fred Rapp

Kevin Luckie

Affiliation

Middletown Sprinkler

Spring Irrigation Co. Inc.

Environmental Designers Irrigation

Assistant Director DCA

Legal Counsel

Valentina DiPippo

Susan Scott

DAG

DAG

DCA Staff

Stacy Andersen

John Delesandro

Licensing & Education DCA

Supervisor of Codes & Standards DCA

Absent:

Ken Scherer

Hillsborough Irrigation

Official Start Time: 10:21

Stacy Andersen read aloud the Open Public Meetings Act statement for the Board of Landscape Irrigation Contractors and announced that adequate notice of this meeting had been provided to the Secretary of State, and designated newspapers.

Minutes from previous meeting were reviewed at this time. Gaetano Virone motioned to accept January 19, 2016, February 5, 2016 and May 24, 2016 meeting minutes, Bob Dobson seconded. Unanimous approval.

Treasurer's report showed that the Board's account was transferred from DEP to DCA and a screen shot of the account was reviewed.

Gaetano Virone motioned to accept Treasurer's Report, Kevin Luckie seconded. Unanimous approval of Treasurer's Report.

At 10:22 AM Jesse Ehnert spoke to the Board on behalf of Scott Mortensen.

Bob Dobson motioned to approve exam applicants, Gaetano Virone seconded. Unanimous approval to accept exam applicants.

Minutes BLIC September 20, 2016

Minutes Taker-Stacy Andersen

Start Time: 10:21 AM

End Time: 1:14 PM

Bob Dobson motioned to go into closed session, Gaetano Virone seconded motion. Unanimous approval to proceed to closed session. Closed session began at 11:42.

Gaetano Virone motioned to return to Open session at 12:57 Kevin Luckie Seconded the motion. Unanimous approval to return to open session

Department of Community Affairs to take over letters and violations.

Gaetano Virone motioned to accept, Fred Rapp seconded. Unanimous approval.

John Martel is denied to sit for exam.

Gaetano Virone motioned to deny, Fred Rapp seconded. Unanimous approval.

Scott Mortensen to sit for the exam.

Gaetano Virone motioned to accept, Kevin Luckie seconded. Unanimous approval. Fred Rapp opposed and Bob Dobson recused himself.

Fred Rapp motioned to adjourn meeting, Kevin Luckie seconded motion. Unanimous approval to adjourn. The meeting adjourned at 1:14 PM.

Minutes BLIC November 29, 2016

Minutes Taker-Stacy Andersen

Start Time: 10:24 AM

End Time: 12:34 PM

BOARD OF LANDSCAPE IRRIGATION CONTRACTORS

Meeting Location: DCA Building
101 S. Broad Street
Trenton, NJ 08625
7th Floor Conference Room 737

Attendees:

Board Members

George M. McCarthy

Gaetano Virone

Fred Rapp

Kevin Luckie

Affiliation

Spring Irrigation Co. Inc.

Environmental Designers Irrigation

(Called for Closed Session)

Assistant Director DCA

Legal Counsel

Valentina DiPippo

DAG

DCA Staff

Stacy Andersen

John Delesandro

Licensing & Education DCA

Supervisor of Codes & Standards DCA

Absent:

Ken Scherer

Robert Dobson

Hillsborough Irrigation

Middletown Sprinkler

Official Start Time: 10:24

Stacy Andersen read aloud the Open Public Meetings Act statement for the Board of Landscape Irrigation Contractors and announced that adequate notice of this meeting had been provided to the Secretary of State, and designated newspapers.

Minutes from previous meetings were reviewed at this time. George McCarthy motioned to accept June 23, 2016 meeting minutes, Gaetano Virone seconded, all unanimous. Kevin Luckie motioned to accept the September 20, 2016 meeting minutes, George McCarthy seconded. Gaetano Virone abstained. Unanimous approval.

Treasurer's report was reviewed.

Gaetano Virone motioned to accept Treasurer's Report, George McCarthy seconded. Unanimous approval of Treasurer's Report.

Contract with the Irrigation Association will be extended for another year.

Gaetano Virone asked about the Enforcement Contract. John Delesandro said that he hopes to be getting Building Officials to look into investigating. Kevin Luckie said the Enforcement Contract will be extended for another year as there is still discussion about the officials going out. Discussion about updating the website to encourage people to take pictures of any individuals who are working without an irrigation license, to have more proof and to eliminate the need for someone to go out and investigate.

Minutes BLIC November 29, 2016

Minutes Taker-Stacy Andersen

Start Time: 10:24 AM

End Time: 12:34 PM

October 20, 2016 Exam 26 takers 5 passed. Kevin Luckie motioned to accept the exam results, Gaetano Virone seconded. Unanimous approval to accept the exam results.

Gaetano Virone motioned to go into closed session, Fred Rapp seconded motion. Unanimous approval to proceed to closed session. Closed session began at 11:55.

Gaetano Virone motioned to return to Open session at 12:32 Fred Rapp Seconded the motion. Unanimous approval to return to open session

Deny CEC (Continuing Education Credits) waiver request for Paul Riemann. Waiver was denied because it was not supported by sufficient documentation, was untimely and was not merited based upon the information submitted to the Board inasmuch as the certificate holder did not indicate a desire to comply with the continuing education requirements in the future.

Gaetano Virone motioned to accept, Fred Rapp seconded. Unanimous approval. Bob Dobson abstained.

Gaetano Virone motioned to adjourn meeting, Fred Rapp seconded motion. Unanimous approval to adjourn. The meeting adjourned at 12:34 PM.