

Minutes BLIC March 22, 2019

Minutes Taker-Dan Cao

Start Time: 11:15 AM

End Time: 2:02 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>
George McCarty	Spring Irrigation
Robert Dobson	Middletown Sprinkler
Kenneth Scherer	Hillsborough Irrigation
Kevin Luckie	Assistant Director DCA

Legal Counsel

Domenic Giova	DAG
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DCA Staff

John Delesandro	Supervisor of Codes & Standards DCA
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Absent

Gaetano Virone	Environmental Designers Irrigation
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Official Start Time: 11:15

John Delesandro 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.

John Delesandro apologized for staff being out.

Minutes from previous meeting were not provided. It will be held at the June meeting.

John Delesandro reviewed the Treasurer's report and balance.

Kevin Luckie discussed a staff member's salary and benefits.

The Irrigation Association's 2018 contract was unspent.

Kevin Luckie explained pay.

Kevin Luckie discussed database delays. The information was updated for June 18, 2019 meeting.

Kenneth Scherer questioned tying up money for the Irrigation Association's contract for another year. There were no perks at this time.

George McCarthy motioned to pay 50% of another staff member's salary, Robert Dobson seconded. Motion carried unanimously.

Minutes BLIC March 22, 2019

Minutes Taker-Dan Cao

Start Time: 11:15 AM

End Time: 2:02 PM

George McCarthy motioned to accept Treasurer's Report, Robert Dobson seconded. Unanimous approval of Treasurer's Report.

Gaetano Virone mentioned that he and George McCarthy along with John Delesandro attended the Winter Tech event back in January and it was well received.

George McCarthy motioned to pay Gaetano Virone for materials, Robert Dobson seconded. Motion carried unanimously.

There was no unfinished business.

Robert Dobson discussed sign in sheets and noted that no blank course completion certifications would be accepted.

George McCarthy motioned for landscape light CEC's to be invalid unless it is related to low voltage wiring, Kevin Luckie seconded. Motion carried unanimously.

There was a discussion of qualifiers to sit in for the exam.

There are 375 active Business Permits and 395 certificates.

There is 90 left for 2019.

John Delesandro reviewed open cases.

There was no public comment.

Kevin Luckie motioned to go into closed session, George McCarthy seconded. Unanimous approval to proceed to closed session.

Kevin Luckie motioned to return to Open session, George McCarthy seconded motion. Unanimous approval to return to Open session.

George McCarthy motioned to allow Tim Flanagan to take exam with one abstention, Kevin Luckie seconded. Motion carried unanimously.

George McCarthy motioned to go into closed session, Robert Dobson seconded motion. Unanimous approval to proceed to closed session. Closed session began at 12:50 PM.

Robert Dobson motioned to return to Open session at 2:00 PM, George McCarthy seconded. Unanimous approval to return to Open session.

Kevin Luckie motioned to adjourn meeting, George McCarthy seconded motion. Unanimous approval to adjourn. The meeting adjourned at 2:02 PM.

Minutes BLIC June 18, 2019

Start Time: 10:00 AM

BOARD OF LANDSCAPE IRRIGATION CONTRACTORS

Meeting Location: DCA Building
101 S. Broad Street
Trenton, NJ 08625
6th Floor Conference Room 616

Attendees:

Board Members

Kevin Luckie

Gaetano Virone

George McCarthy

Robert Dobson

Affiliation

Assistant Director Division of Codes & Standards

Environmental Designers Irrigation

Spring Irrigation Co. Inc.

Middletown Sprinkler

Legal Counsel

Dominic Giova

DAG

DCA Staff

John Delesandro

Supervisor of Codes & Standards DCA

Official Start Time: 10:00 AM

Public Meetings Notice Given

Roll Call taken

Previous meeting minutes: Minutes of the November 13, 2018 meeting were approved on a motion made by Kevin Luckie and seconded Robert Dobson.

Treasurer's report: George McCarthy motioned to accept Treasurer's Report, Robert Dobson seconded.

Communications: Closed session

Unfinished Business: Regulation changes to be discussed in closed session. IT update from Kevin Luckie on database project. Information by mid-July on cost to be within board approved amount. Project could be completed by next meeting.

Gaetano Virone- Website for violations. Dealt with in closed session by Dominic Giova.

Gaetano Virone- Judgement checks status. John Delesandro said in progress. Robert Dobson said 54 contractors haven't renewed for CEC's, more on payment side. John Delesandro said another notice will be sent referencing not working with an expired certification.

George McCarthy- Spanish test maybe a requirement for apprenticeship for public works projects.

Robert Dobson and George McCarthy believe irrigation is exempt. Discussion followed on public contracts.

New Business:

Gaetano Virone- Stated Medford Lakes is not requiring rain sensors. John Delesandro stated the Department will investigate

Renewals- Reviewed Notices of Violation to be sent to 2018's

Enforcement- Need to add settlements to summary

Gaetano Virone- Asked that there be follow up to persons making a complaint on uncertified contractors

A standard response will be instituted to indicate invest Initiated or if person is certified.

Robert Dobson- Gave new cases to John Delesandro. BORAB, GREEN GROVE OUTDOORS, CRA Site Development, ALL SHORE IRRIGATION

Gaetano Virone- Elite Landscaping Referral , Department will investigate and send Notices of Violation, if needed.

No public comment

Robert Dobson and George McCarthy motioned to go into closed session.

Robert Dobson and George McCarthy motioned to return to open session.

Kevin Luckie motioned to adjourn meeting, seconded by Robert Dobson.

Minutes BLIC Special Meeting July 16, 2019

Minutes Taker-John Delesandro

Start Time: 10:20 AM

End Time: 10:47 AM

BOARD OF LANDSCAPE IRRIGATION CONTRACTORS

Meeting Location: DCA Building
101 S. Broad Street
Trenton, NJ 08625
Conference Room 616 and Via Telephone Conference

Attendees:

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

Board Members-Excused

Gaetano Virone	Environmental Designers Irrigation
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Legal Counsel

Dominic Giova	DAG
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DCA Staff

John Delesandro	Supervisor of Codes & Standards DCA
Marie Daniels	Codes & Standards, Code Development

Official Start Time: 10:20

John Delesandro 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.

John Delesandro reviewed the proposed changes to the regulations reviewed at the June 18, 2019 meeting and amended at same. Experience requirements, business permit requirement and fees being the central points of the changes. There was some discussion on the particulars, but members of the Board stated that the changes made at the last meeting were properly recorded. Vice Chair Ken Scherer asked for a motion to accept and move the regulations to the Office of Administrative Law.

George McCarthy made that motion to accept the changes to the regulations reviewed and amended at the June 18, 2019 Board meeting and move them to the Office of Administrative Law, Robert Dobson seconded. Motion Carried, unanimously.

There was also some discussion regarding franchisees and business permit requirements. No formal action taken as this was a special meeting for regulation changes. The topic would be added to the agenda for the September meeting.

Robert Dobson motioned to adjourn meeting, George McCarthy seconded the motion. Unanimous approval to adjourn. The meeting adjourned at 10:29 A.M.

Minutes BLIC September 17, 2019

Minutes Taker-Dan Cao

Start Time: 10:00 AM

End Time: 11:40 AM

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>
Gaetano Virone	Environmental Designers Irrigation
George M. McCarthy	Spring Irrigation
Kenneth Scherer	Hillsborough Irrigation
Robert Dobson	Middletown Sprinkler
Kevin Luckie	Assistant Director DCA

Legal Counsel

Jonathan Sussman	DAG
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DCA Staff

John Delesandro	Supervisor of Codes & Standards DCA
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Official Start Time: 10:00

John Delesandro 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.

There were no minutes from previous meeting.

There was no Treasurer’s report to be reviewed. Treasurer’s report to be emailed information only to the Board.

There were no communications.

There was no unfinished business.

No Board review was needed for exam applicants.

There was a discussion regarding the number of applicants being lower this time out, exam preparation and problem with the IANJ webpage.

Robert Dobson discussed Spanish speaking exam because of the high number of Hispanic exam applicants.

Discussion was opened regarding the CEC list versus Department of Community Affairs’ database. There was one person from January 31, 2017 being looked into.

There was a talk of not discussing individual applicants and Business Permit holders.

John Delesandro asked about disclosing names of people sending complaints. Jonathan Sussman advised that they are confidential.

Minutes BLIC September 17, 2019

Minutes Taker-Dan Cao

Start Time: 10:00 AM

End Time: 11:40 AM

John Delesandro stated that another expired letter will be sent to the 2018's and 2019's.

Robert Dobson will research and issue penalties.

Kenneth Scherer asked about late renewals and paying fees for two cycles. The answer was yes and pay for both.

Gaetano Virone discussed Kasheema's research on advertisements for 2018 and 2019 companies. Letters need to be modified to indicate advertisement.

There was a database update via Kevin Luckie. There was nothing new to report, but \$50,000 was received for project.

There was no public comment.

Kenneth Scherer motioned to go into closed session, George McCarthy seconded motion.

Kenneth Scherer motioned to return to Open session, Robert Dobson seconded motion.

On record, franchisees are being treated as individuals. There is one business permit per company.

Kevin Luckie motioned to adjourn meeting, Kenneth Scherer seconded motion.

Minutes BLIC November 19, 2019

Minutes Taker-Dan Cao

Start Time: 10:15 AM

End Time: 11:26 AM

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>
George M. McCarthy	Spring Irrigation
Kenneth Scherer	Hillsborough Irrigation
Robert Dobson	Middletown Sprinkler
Kevin Luckie	Assistant Director DCA

Legal Counsel

Domenic Giova	DAG
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DCA Staff

John Delesandro	Supervisor of Codes & Standards DCA
Dan Cao	Administrative Assistant

Absent

Gaetano Virone	Environmental Designers Irrigation
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Official Start Time: 10:15

John Delesandro 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.

There were minutes from four previous meetings. They were reviewed at the end of the meeting.

The Treasurer's report was reviewed. John Delesandro announced the ending balance for Fiscal Year 19 to be \$219,651.59 and the ending balance for Fiscal Year 20 as of November 1, 2019 is \$200,364.12.

Kevin Luckie motioned to accept Treasurer's Report, George McCarthy seconded. Motion carried, unanimously.

Communications

There was discussion about a letter from Jason Anderson regarding a complaint. John Delesandro stated that he will respond to Jason Anderson's complaint letter.

Discussion was opened regarding promotional or informational flyers that should be sent out to supply houses to check homeowners and that the help of the police departments should be enlisted.

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There was also a reference made regarding a tree board and John Delesandro stated that he will look into the tree board.

There was a conversation regarding strengthening the fines for enforcement cases.

George McCarthy questioned who was going to check for sensors and if the form has been sent out.

John Delesandro answered that plumbers will fill it out and there is a section for the landscape irrigation contractor.

Kevin Luckie questioned if it has been issued.

John Delesandro answered that Robert Austin will send it out.

John Delesandro also offered to write a Construction Code Communicator article on license enforcement by code officials.

Unfinished Business

Gaetano Virone sent George McCarthy an email asking about the update on the new software package.

Kevin Luckie stated that there are none and that there is \$50,000 tied up, waiting on movement of the moving parts. The agency is taking lead on software and if there are any updates, he will send emails to everyone.

George McCarthy asked regarding the status of regulations.

Kevin Luckie answered that it is sitting on the Chief's desk, waiting to be reviewed. There are about six or seven rule changes pending.

Robert Dobson questioned regarding bids.

Kevin Luckie said the bid is \$40,000.

Robert Dobson questioned if it would be a useful tool other than putting the documents together and requests for proposals, would it be beneficial?

Kevin Luckie questioned if anyone has old copies of the RFP's?

Robert Dobson stated that he might possibly have them.

John Delesandro stated that if a complaint is received then we would go out and verify that work is being done.

Kenneth Scherer said that we do not have anyone to put the RFP together.

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Robert Dobson questioned if it can be looked into.

Kevin Luckie said he will look into the old RFP and we will take a look at it.

John Delesandro brought up the fact that the agency has the ability to look up license plates now.

New Business

Regarding the exam results, John Delesandro stated that there were 12 people who took the exam. Two people passed the exam.

DAG noticed that two people just missed the passing score.

George McCarthy motioned to accept the exam results, Kevin Luckie seconded. Motion carried, unanimously.

John Delesandro made the Irrigation Association aware of the regulation change. He only received the exam packets and no communication.

Robert Dobson reached out to the Executive Director regarding new rules and regulations.

John Delesandro stated that the contract ends at the end of the year.

Robert Dobson ran a report from his CEC database on January 21, 2019 for the number of contractors that submitted sufficient CEC's. For the Fiscal Year 2019, 289 submitted sufficient CEC's for renewals and 42 have not. For the Fiscal Year 2020, 38 have submitted sufficient CEC's for renewal and 116 have not.

Robert Dobson questioned water conservation CEC's and has not looked at backflow as those being eligible for water conservation. He questioned, if backflow is eligible for water conservation qualified?

George McCarthy stated that he saw the courses and it is not the same.

Robert Dobson brought up the annual educational sessions in Atlantic City.

Kenneth Scherer questioned, does backflow education class count toward any CEC's?

Robert Dobson answered, yes, they have a different way of calculating the CEC's. He added that the Irrigation Association Board tried a different direction.

George McCarthy picked up that Jason Anderson could be confused regarding backflow preventer and irrigation, if so, then he needs to go to the municipality's plumbing inspector.

John Delesandro has sent out two or three additional violations but have not taken NOV's to penalty. He will hopefully get the orders out the in next week to get better information to share at the next meeting.

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George McCarthy questioned if complaints have been coming in.

John Delesandro answered that they have been trickling in.

John Delesandro provided the proposed dates for the 2020 schedule.

George McCarthy motioned to approve the 2020 schedule, Kevin Luckie seconded. Motion carried, unanimously.

There was no public comment.

Robert Dobson motioned to go into Closed session, Kevin Luckie seconded. Motion carried, unanimously.

Kevin Luckie motioned to return to Open session at 11:17, George McCarthy seconded. Motion carried, unanimously.

Going back to the 2020 schedule, Kevin Luckie asked if it is okay for the start time to be moved to 11:00 am instead of 10:00 am because of a schedule conflict with an executive meeting.

George McCarthy motioned to move the start time of the board meetings from 10:00 am to 11:00 am, Kevin Luckie seconded. Motion carried, unanimously.

DAG stated that there is a New Jersey Board of Tree Experts in regard to communications.

Minutes of Previous Meetings

Minutes were reviewed for March 22, 2019 meeting.

George McCarthy motioned to accept March 22, 2019 meeting minutes, Robert Dobson seconded. Motion carried, unanimously.

Minutes were reviewed for June 18, 2019 meeting.

George McCarthy motioned to accept June 18, 2019 meeting minutes, Robert Dobson seconded. Motion carried, unanimously.

Minutes were reviewed for July 16, 2019 meeting.

Robert Dobson motioned to accept July 16, 2019 meeting minutes, Kevin Luckie seconded. Motion carried, unanimously.

Minutes were reviewed for September 17, 2019 meeting.

Minutes BLIC November 19, 2019

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Start Time: 10:15 AM

End Time: 11:26 AM

George McCarthy motioned to accept September 17, 2019 meeting minutes, Robert Dobson seconded. Motion carried, unanimously.

Kevin Luckie motioned to adjourn meeting, Robert Dobson seconded. Unanimous approval to adjourn. The meeting adjourned at 11:26 am.