

BOARD OF TREE EXPERTS

APPROVED MINUTES OF MEETING January 20, 2026

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

Those present were:

S. Chisholm, Sr., Chairman
G. Lovallo, Vice Chairman

Kevin Downes (Zoom)
Barry Emens (Zoom)
Joe Greipp (Zoom)
Rich Wolowicz (Zoom)
Shari Spero (Zoom)
Todd Wyckoff (Zoom)

Bruce Velzy, DAG (zoom)

Staff

Arlene Dietz
Erik Jones

Public

Debbie Jones

Notices of Meeting dates were posted January 9, 2026 and January 10, 2026.

Meeting was called to order at 12:37 pm

1. **Open Public Meeting Act** was read by Steve Chisholm.
2. **Agenda:** Motion to approve was made by G. Lovallo, seconded by B. Emens, motion was passed unanimously
3. **Minutes of December 15, 2025:** motion to approve was made by B. Emens, seconded by K. Downes, motion passed with changes
4. **Administrative Report**
 - a. Monthly Stats – J. Greipp remarked that the Business Registration/Renewal numbers were down by 200 from last year.
5. **Financial Report-** Financial Reports were provided to the Board which included Revenue, Expenditures, Encumbrances and Deposits.
U.S. Bank National Assoc. under expenditures are most likely p-card charges for various Board bills covered by the State. There was a discussion of the 22nd Century charges. Peter Ellis has time entered but no NOV's reported.

6. Unfinished Business -

A. Erik Jones requires additional computer storage for NOV's etc. It was recommended they obtain a DEP address. We will contact Chris Sullo to obtain addresses for all the inspectors and a list of the inspectors will be sent to Ben Trotter at the State since he has been controlling emails for the Board.

The new website will be run by the DEP. According to Todd Wyckoff, it is in the final stages. B. Emens, S. Spero and J. Greipp sent information to the state to include a portal for renewal information/CEU's.

B. Fee Increases: A discussion of the legislation regarding increasing the fee schedule was initiated. The process would include changing the regulations and then changing the fee and including an escalator. The commissioner would need to sign them and then the governor and could take 1-2 years. (Due to the incoming governor there is usually a moratorium on rule changes during the change of administrations).

G. Lovallo asked if the fees could be adjusted outside the regulator process?

C. AI MINUTES – The AI minutes from the October Board meeting must be approved at the March 17, 2026 meeting.

7. New Business

A. Insurance Letter – A letter for homeowners to send to insurance companies regarding removal of hazardous trees without “LTE” assessment so they do not use their homeowners insurance will be drafted.

Doorknobs and cameras for Arlene's office will be addressed with DPW.

8. Waivers

Chris Jensen- need class information

Chris Grimm- approved (GL & SS)

9. Reciprocity

Adam Cartwright – approved (JG & BE)

10. Letter regarding the new Legislation will be drafted & sent to businesses and licensees

11. K. Downes will send an email to Candace McLaughlin regarding work on the legislation implementation

12. All forms to be changed to show the new DEP email address

Adjourned – Motion K. Downes, Second B. Emens