

MINUTES

NEW JERSEY STATE BOARD OF PROFESSIONAL PLANNERS

April 1, 2015

Public Session

I. CALL TO ORDER

The regularly scheduled meeting of the Board was called to order at 10 am in the Union Conference Room on the third (3rd) floor at 124 Halsey Street, Newark, New Jersey. However, due to a lack of quorum, the members present worked as a "Committee" of the Board and make its recommendations. These recommendations will be ratified by the full Board at its next meeting.

PARTICIPANTS		PRESENT	ABSENT	EXCUSED
President	Joseph M Petrongolo, LLA, RLA, PP	()	()	(X)
Vice President	Victor E Vinegra - PE, PP	()	()	(X)
Board Member	Rosalee Keech, Public Member	(X)	()	()
Board Member	Richard P Ragan, RA, PP	(X)	()	()
Board Member	Professional Planner			
Board Member	Professional Planner			
Board Member	Public Member			
Board Member	Government Member			

OTHERS PRESENT: B. Michelle Albertson, Deputy Attorney General; Karl W. Reidel, Executive Director; Martha Richardson staff member of the Board of Professional Engineers and Land Surveyors; and Margaret Hinkley, Secretary to Executive Director of the Board of Architects.

ALSO PRESENT: Elizabeth Greenblatt, Regulatory Analyst, Division of Consumer Affairs; Kim Ringler, Deputy Director, Division of Consumer Affairs

II. OPEN PUBLIC MEETINGS ACT

The statement required by Chapter 231, public laws of 1975, the "Open Public Meetings Act," was read and it was announced that notice of this meeting was prepared in the office of the Board of Professional Engineers and Land Surveyors and mailed to the Secretary of State, the Newark *Star-Ledger*, the Trenton *Times*, the Camden *Courier-Post*, the *Record* and the Atlantic City *Press*.

III. APPROVAL OF MINUTES

October 1, 2014

Editorial change was made to page 2

ACTION: The Board reviewed the Public Session minutes of October 1, 2014 and on a motion by Mr. Ragan, seconded by Ms. Keech, voted to recommend approval of the minutes as amended.

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IV. EXECUTIVE DIRECTOR REPORT

a. General Report

ACTION: *No report was presented.*

b. Incoming Correspondence

1. December 8, 2014
Raymond P. Zebrowski
Re: Request a Refund of the Paid Examination Fee

ACTION: Ms. Keech made a motion to recommend refunding the examination fee due to the applicant's family emergency at the time of the exam and the applicant's later decision to not sit for the exam at all. Mr. Ragan seconded the motion.

V. APPEARANCE

9:30 a.m. - Elizabeth Greenblatt, Regulatory Analyst

Re: Proposed New Rule to N.J.A.C. 13:41-5.3; 6.1 and 6.2, which requires professional boards to provide credits toward requirements for licensure for veterans with substantially equivalent training.

ACTION: Mr. Ragan made a motion to recommend adoption of the proposed regulation. Ms. Keech seconded the motion.

10 am - Kim Ringler, Deputy Director, Division of Consumer Affairs
Introduction to the Board.

Ms. Ringler thanked the board members present for their service to the Board and the profession. The Board members present expressed their concern regarding the number of vacancies on the board for the last seven (7) years. Ms. Ringler was informed that Mr. Ragan just announced his retirement at the end of this year after 20 years of serving on the Board. Ms. Ringler informed the members that she will look into the matter and provide assistance where possible in getting the vacancies filled.

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VI. REVIEW OF APPLICATIONS

A. Routine

1. Applicants to be approved to sit for the May 2015, New Jersey Planning Examination.

- | | |
|-----------------------|--------------------------|
| 1. Steven J. Simone | 8. Sandra K. Sung |
| 2. Matthew B. Ward | 9. Jeffrey B. Wenger |
| 3. Beatrice M. Burgis | 10. Hannah R. Mazzaccaro |
| 4. Michael R. Lawson | 11. Laurie S. Sobel |
| 5. Yogesh A. Saoji | 12. Thomas M. Behrens |
| 6. Daniel L. Hauben | 13. Barbara J. Ehlen |
| 7. Patrick C. Farley | |

ACTION: The Board reviewed the above applications and Mr. Ragan made a motion to recommend approval of the above applicants to take the New Jersey Planning Law Examination. The approval includes Mr. Farley pending receipt of additional information concerning a question on the application and upon administrative review and satisfaction of the information. Ms. Keech seconded the motion.

2. Applicants with a NJ PE, RA, LA or LS license to be approved to sit for the November 2014, New Jersey Planning Examination.

- | | |
|----------------------|-------------------------|
| 1. Joseph Weaver | 8. Jaemin Song |
| 2. Vincent Creevy | 9. Veena M. Sawant |
| 3. Craig Zimmermann | 10. Anthony Maltese |
| 4. Devjit Singh | 11. Justin J. Redmond |
| 5. Stuart Johnson | 12. Timothy McCormick |
| 6. David R. Atkinson | 13. Nicholas A. Ginther |
| 7. Jeremy C. Noll | 14. Matthew Litvinas |

ACTION: The Board reviewed the above applications and Mr. Ragan made a motion to recommend approval of the above applicants to take the New Jersey Planning Law Examination. Ms. Keech seconded the motion.

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3. List of Applicants to Retake New Jersey Planning Examination.

- | | |
|--------------------------|-------------------------|
| 1. Stephanie M. Register | 8. John W. Kornick |
| 2. Kathryn Taylor | 9. Aaron M. Kardon |
| 3. Andre Shawl | 10. Elizabeth A. Kenyon |
| 4. Katherine F. Nosker | 11. James T. Kin |
| 5. William A. Dennis | 12. Peter Cecko |
| 6. Lisa R. DeFranza | 13. Sarah Bowen |
| 7. Donna M. Bullock | |

ACTION: The Board reviewed the above applications and Mr. Ragan made a motion to recommend approval of the above applicants to take the New Jersey Planning Law Examination. Ms. Keech seconded the motion.

B. REINSTATEMENT

Peter G. Steck, PP - A \$1,000.00 UPL was issued to Mr. Steck for Unlicensed Practice while his planners license was expired. Letter received from Mr. Steck dated November 18, 2014 is requesting the Board to consider his explanation before rendering its final decision.

ACTION: The Board reviewed the above application and Mr. Ragan made a motion to recommend reducing the penalty to \$250 for the unlicensed practice within a 12-month period from the lapse of the license. Ms. Keech seconded the motion.

VII. OLD BUSINESS

None

VIII. INFORMATION / DISCUSSION ITEMS

Mr. Ragan announced that he will retire at the end of this year after 20 years of serving on the Board.

IX. PUBLIC COMMENTS

Seeing no one present from the public, Mr. Ragan proceeded to the next item on the agenda.

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X. EXECUTIVE SESSION

The “Committee” of the Board recommended to go into executive session for the purposes of approving the minutes and other items in the executive session.

XI. NEXT MEETINGS

June 3, 2015	Regular Meeting	Union Room - 3 rd Floor
October 7, 2015	Regular Meeting	Union Room - 3 rd Floor
December 2, 2015	Regular Meeting	Union Room - 3 rd Floor

XII. ADJOURNMENT

APPROVED BY:

Joseph M. Petrongolo
President

Karl W. Reidel
Executive Director