

**REGULAR MEETING MINUTES
SHADE TREE COMMISSION– TOWNSHIP OF OCEAN**

June 12, 2014

OAKHURST, NEW JERSEY

The Regular Meeting was held in the West Wing Conference room, Town Hall, 399 Monmouth Road, Oakhurst, NJ 07755 beginning at 7:00 p.m.

Present: Chairwoman Von Gerichten
Member(s) Pogwist, Colten, Kliem
Alternate(s) Gordon
Associate(s)

Absent: Member(s) Johnson
Associate(s) Rogoff, Gulick

Others: Kate Maloney, Secretary

Statement of Compliance with Open Public Meetings Law:

Laurel Von Gerichten announced that the notice requirements of the Open Public Meeting Law for this meeting have been satisfied; a copy of the Annual Notice was sent to the Asbury Park Press and The Coaster, posted in Town Hall and filed in the office of the Township Clerk on June 7, 2013.

REVIEW:

1. May 1, 2014 minutes
2. Agenda
3. Budget – No Updates
4. Correspondence – None

A motion to adopt the May 1, 2014 minutes was made by Laurel Von Gerichten and seconded by Ray Pogwist.

In Favor: Pogwist, Von Gerichten, Colten, Kliem, Gordon
Opposed: None
Ineligible: None
Absent: Rogoff, Johnson, Gulick

ITEMS FOR DISCUSSION:

Community Forestry Management Plan: Budget

Laurel Von Gerichten and fellow members examined the Tree Budget using the 2013 Shade Tree Budget. It was agreed upon that the “Brush Clean Up: Labor, Equipment & Tipping” as well as the “Leaf Clean Up: Labor & Equipment”, “Tree Pruning”, and “Tree Planting” should be handled by the Department of Public Works and should be removed from the budget plan. Using the 2013 budget, the members agreed that the “Training” budget should reflect that of last year’s; \$250, and the “Arbor Day Celebration” budget should reflect that of \$60. Members reviewed the Annual Budget statement and discussed that it should be rewritten to reflect accurate responsibilities and capabilities of the Ocean Twp Shade Tree Commission. Norman Colten will draft the changes and send to the Commissions prior to next month’s meeting. The section of the Nature Walks should be deleted from the CFMP as this is a function of the Environmental Commission.

Community Forestry Management Plan: Decision Matrix

Laurel Von Gerichten introduced the revised Decision Matrix for trees in the Right of Way (ROW). Reviewing the matrix, member; Norman Colten, made a point that the Shade Tree should be notified when an initial request is brought to the township as well as if any emergency action needs to be taken. The questions of whom in the township would be in charge of these requests and who would be doing the tree inspections arose during the discussion. Members agreed that the decision matrix should reflect the Shade Tree’s role for these requests. Laurel Von Gerichten decided that another revision would have to be done before it can be voted on for approval.

Tree Sale Planning for Spring, 2015

Laurel Von Gerichten discussed the planning for the 2015 Spring Tree Sale. She explained that members discussed and voted on the specific tree types at last month’s meeting, but needed to construct a plan for the ordering of the trees. Norman Colten brought up the issue of over ordering, and suggested that requests be made in order to avoid this problem. The issue of costs of trees and shipping also arose, and members agreed that prices should be researched before ordering so the Commission acquires the best possible order and they do not exceed their budget. Laurel will schedule a meeting with Andrew Brannen to finalize the plans so the order can be placed this Summer for next Spring’s sale, and to discuss publicity.

Status of Old Oak Park

Member, Hank Kliem explained that there is no new update for this project as of now. Laurel asked for a volunteer to go gather three bids. Mary Johnson will

draft up the request for bids and work with Norman Colten to select three nurseries in the local area who may be able to supply the required trees.

Tree Order for Intermediate School

There is no new update for this project. The bids for this project will be handled as per Old Oak Park, above.

The meeting was adjourned at 8:10 pm.

Respectfully submitted,
Kate Maloney
Secretary