

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

**June 4, 2015**

**OAKHURST, NEW JERSEY**

The Regular Meeting was held in the Second Floor, 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, Kliem, Colten, Johnson  
Alternate(s) Boyce  
Associate(s)

**Absent:** Member(s)  
Alternate(s) Gordon  
Associate(s) Rogoff, Gulick, Lutz

**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 May 2, 2014.

**REVIEW:**

1. May 7, 2015 minutes
2. Agenda
3. Budget – No Updates
4. Correspondence – None

A motion to adopt the May 7, 2015 minutes was made by Ray Pogwist and seconded by Maggie Boyce.

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

**ITEMS FOR DISCUSSION:**

### **Allocation of Tasks to Members**

Laurel Von Gerichten reviewed the Community Forestry Management Plan with members and discussed the objectives and goals of that plan. Von Gerichten then asked members which task each would like to take on. Member Mary Johnson volunteered for the Community Outreach task which included education for residents and a stronger presence in the Township Schools. Johnson explained that over the course of the next few months, she will brainstorm new topics, ideas, and programs. Alternate member Maggie Boyce volunteered for the Increase of Forest Canopy & Maintenance of the Community Forest Resource task. Her task will include exploring the uses of the Shade Tree Fund and finding more ways to increase the forestry. Chairwoman Von Gerichten suggested that she look into training/education of the Dept of Public Works on vine removal to allow workers to have better knowledge and capability of the procedures. Member Ray Pogwist volunteered for the Review of Township Tree Related Ordinances and how they relate to Right of Way Trees. Laurel Von Gerichten volunteered for the Improvement of Communication between the Township & Commission task which would lead to a stronger presence with tree related issues within the Township. Member Norman Colten volunteered for the Maintenance of the STC on the Municipal Website task. His goal is to create easier access and navigation to the Shade Tree Commission's page on the website as well as posting tree related ordinances, factsheets, and educational articles in a prominent location. Lastly, member Hank Kliem volunteered for the Evaluation of the Current Hazard Tree Inventory and to research the effectiveness of the program.

### **Hazard Tree Inventory Status**

Chairwoman Von Gerichten explained to members that she met with Director of Public Works and the Township Manager to review the previously composed letter to residents addressing the hazardous tree issue. The letter was originally drafted when the Hazardous Tree Inventory was first conducted and members discussed how to best revise the letters to be more up-to-date as well as the best procedure to send them out. Member Colten advised that before the letters are sent out, members of the Commission should visit the listed addresses to see if the tree is still there and what the issues are with each tree. However, Von Gerichten stated that it is imperative that the letters be sent out as soon as possible. Members then discussed what should be stated in the letter. Members agreed that an advisory letter should be sent out to residents with hazardous trees with a 2 week deadline to contact the Township. Member Ray Pogwist suggested that the Commission research other towns' ordinances and protocols for hazardous tree and look into how they handle the removal. Von Gerichten stated she will work with the Township to figure out the best way to handle the removal with residents.

### **Inspection of Trees by Members**

Laurel Von Gerichten explained to members the procedures for tree inspection requests from the Township. She stated that as of now, she is the only person on the Commission that receives the request from the Township. Members agreed that Chairwoman Von Gerichten will forward the request to all members and any member that is interested will volunteer to inspect the request tree to be removed. Von Gerichten also stated that she will request to have an expected time frame from the town for inspections to occur.

### **Schedule New Meeting Dates**

Kate Maloney; secretary, proposed new meeting dates for the upcoming year. The members agreed on the following dates:

July 2 <sup>nd</sup> 2015	January 7 <sup>th</sup> 2016
August 6 <sup>th</sup> 2015	February 4 <sup>th</sup> 2016
September 3 <sup>rd</sup> 2015	March 3 <sup>rd</sup> 2016
October 1 <sup>st</sup> 2015	April 7 <sup>th</sup> 2016
November 5 <sup>th</sup> 2015	May 5 <sup>th</sup> 2016
December 3 <sup>rd</sup> 2015	June 2 <sup>nd</sup> 2016

The dates will be posted on the township's website. If any scheduling conflicts occur, dates may be changed.

### **Scheduling of Topics by Members for Different Months**

Due to time, this topic was tabled until next month's meeting.

### **CONCERNS:**

### **ADJOURNMENT:**

The meeting was adjourned at 8:01 pm.

Respectfully submitted,  
Kate Maloney  
Secretary