

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

**November 4, 2021**

**OAKHURST, NEW JERSEY**

The Regular Meeting was a virtual meeting held on GoTo Meeting beginning at approximately 7:00 pm.

**ROLL CALL:**

**Present:** Chairperson: Norman Colten  
Member(s): Moshe Gordon, Stephen Gaudette, Hank Kliem  
Alternate II: Ken Lutz  
Public: Michael Gordon, Jacqui Wenzel Jungkunst

**Absent:** Member(s): Jack Kearns  
Alternate I: Michelle Crosta  
  
Associate(s): Marc Rogoff, Carolyn Gulick, Michael Davenport, Ed DiFiglia,  
Laurel Von Gerichten  
Liaison: Margie Donlon, Councilwoman

**STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS LAW:**

Chairman Colten 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, The Coaster, and News 12 New Jersey and posted in Town Hall and filed in the Office of the Township Clerk on June 30, 2021.

**MINUTES FOR APPROVAL:**

Motion to approve October's minutes was moved by Member Gaudette; seconded by Member Gordon; Member Lutz abstained. Remaining members were in Favor.

**NEW BUSINESS:**

**BUDGET:** None discussed

**CORRESPONDENCE:** None received

**REVISED TREE ORDINANCE:** No update

**ITEMS FOR DISCUSSION:**

1) **HAZARDOUS TREE EVALUATIONS & PROCESS:**

**A.) 9 Barbara Ln/Evaluation of trees in Fireman's Field Park:**

Member Kliem was in contact with Monmouth County and spoke with the LTE on staff, George Noble. He stated that, under shared services, the county can perform the required evaluation of the site and will schedule a date to meet with member Kliem on site to discuss project details before giving him an estimate.

**B.) 217 Belmont Ave:**

The resident initially asked to remove 2 trees in the ROW because of damage to the sidewalk caused by the tree's roots. After an evaluation, one tree was deemed to be in bad condition and a letter was sent from the STC allowing the removal. The second tree is in good health and it was recommended that the homeowner leave the tree but reroute the sidewalk around it to preserve the root system and not damage the tree. Based on an email received, township engineer will be involved in rerouting the sidewalk discussions with owner. Chairperson Colten will research further.

**C.) 33 Oxford Ln:**

Member Kliem went back to the property to re-evaluate the trees and inquire about the exact concerns of the homeowner. Member Kliem was unable to contact homeowner after several attempts. He will keep trying.

**D.) 217 Lakeview Ave:**

The tree in question is outside the ROW, which is outside the ST Jurisdiction. A letter was sent allowing the resident to remove the tree.

**E.) 1502 Romain Pkwy:**

Chairperson Colten and Member Kliem visited the property and assessed the trees. They found some limbs overhanging the resident's property that could be trimmed. Both Chairperson Colten and Member Kliem concur that there were no obvious hazards to be seen. A letter will be sent notifying the resident of the findings.

**F.) 51 Heath Ave:**

Member Kliem received an application to remove a tree in the ROW in which the roots were starting to damage the sidewalk. Because of the tree being in the ROW, Member Kliem referred it to the STC. Upon assessment it was deemed to be unhealthy. A motion was moved by Chairperson Colten to allow the resident to remove the tree. Seconded by Member Kliem. All in favor of the removal.

**2) NJUCF STEWARDSHIP GRANT:**

Notification was received that the Ocean Township Shade Tree Commission successfully submitted the stewardship grant application and will be awarded a grant for \$50,000. A preliminary teleconference was held between DEP Community Forestry representatives and Ocean Twp. representatives (Colten, Kliem and Ricky Gartz, finance). DEP thought that there

were more tasks proposed than could be accomplished with the grant funding. The two areas of work proposed were a street tree survey (tree data and condition) and addressing tree-related issues within Joe Palaia Park (invasive species, vines and deer). Chairperson Colten agreed and another teleconference will be held in the future to finalize a plan as the basis for issuance of an RFP for the required effort. There is an issue with the proposed street tree survey in that the grant funds can only be used to survey trees on Township property and most trees in residential areas that would be considered as street trees are on private property. It was noted during the teleconference that any time spent on discussing these topics can be counted as an in kind contribution. This is the volunteer or Township hours (or cash) needed to total up to the amount of money that is required from Ocean Township to match 20% of the grant total.

Once the grant effort is completed, the STC can apply for a Reforestation or Tree Planting grant of up to \$250,000 for tree planting.

### **3) NJUCF CORE TRAINING:**

Member Gaudette completed and passed the required Core training. Member Kearns has started the Core training, but has had some technical difficulty accessing the program. His training is still in process.

NJUCF Accreditation requires a minimum of two people to be core trained. One person must be a municipal employee. One person must be a Shade Tree Commission member, board member, or volunteer from the municipality working with trees. There are many individuals in the Township who are core trained, but only one is a municipal employee. Chairperson Colten will encourage the addition of more municipal employees to be core trained.

### **4) Spotted Lantern Fly:**

Chairperson Colten will put together an information packet on the Spotted Lantern Fly so it may be put on the Township's web page.

### **5.) Street Tree Considerations:**

No update

### **6) COMMUNITY OUTREACH & PROGRAMS:**

No update.

### **7) COMMUNITY FORESTRY MANAGEMENT PLAN:**

The STC needs to get 8 CEU points from at least two people who live in town by the end of the year. Member Gordon has volunteered to participate. Chairperson Colten will forward the CEU information to the STC.

**8) Membership:**

Most of the STC commissioners' memberships will expire at the end of December 2021. A plan to stagger the expiration dates while reappointing the commissioners will be implemented. There will be an opening for an Alternate on the STC.

**CONCERNS:**

**GENERAL COMMENTS:**

**ADJOURNMENT:** Motion was made to adjourn by Chairperson Colten; seconded by Member Kliem. All were in favor

Respectfully submitted by

Donna Oates, Secretary