

THE OAKLAND SHADE TREE COMMISSION

MINUTES FOR 05/06/13 REGULAR MEETING

Meeting called to order: By Chairman John Schaus at 7:09 PM.

Roll Call: Present - Chairman John Schaus, Commissioners Kim Bouma, Don Burns, Peggy Delmour, Tony Smid, and Don Wilson. Absent: Commissioner Ed Clark. Council Liaison Sandra Coira was also in attendance. On a motion by Commissioner Burns, seconded by Commissioner Smid, and unanimously approved by the commissioners present, Commissioner Clark was granted an excused absence due to work commitment.

Salute to the flag: The Commission recited the Pledge of Allegiance.

Meeting Announcement: Chairman Schaus announced the meeting was being held in accordance with the Open Public Meetings Law duly announced, advertised, and posted in the municipal building.

Commission Secretary Burns read the minutes for the 04/01/13 meeting. The minutes were approved as read.

Chairman Schaus didn't ask for a motion to open/close to the public as there wasn't any public present.

Commissioner Clark was not available to discuss the plans for the Spring planting of trees for Phase II and the additional trees for the Recreation Complex.

Chairman Schaus reported on the following items:

- (1) Chairman Schaus hosted the Arbor Day ceremony at VMS on Friday, April 26th at 12 PM. Commissioner Peggy Delmour, Mayor Linda Schwager, Borough Administrator Rich Kunze, Borough Clerk Lisa Duncan, DPW Superintendent Anthony Marcucilli, and some Borough employees were in attendance. The VMS principal and a number of 7th grade students were also in attendance and helped plant a new Acosta Dogwood tree at VMS.**
- (2) Chairman Schaus indicated that Don Wilson's return to the Commission was approved by the Governing Body. Chairman Schaus welcomed Mr. Wilson back to the Commission and expressed his gratitude as the Commission can certainly use his help.**
- (3) Chairman Schaus distributed copies of the Shade Tree Ordinance for everyone to review to refresh their memories of the regulation.**
- (4) Chairman Schaus indicated Mr. Ted Zwolinski of 10 Cheyenne Court, whose phone number is 201-835-0672 and who previously attended a Commission meeting, called about the problem where a tree in the Borough Right-of-Way is pushing up the sidewalk in front of his house. Chairman Schaus indicated that the DPW will lift and replace the sidewalk by the tree and will also replace other broken sections of sidewalk.**

- (5) Chairman Schaus indicated summons have been issued to the residents at 96 and 98 Lakeshore Drive and they are scheduled for a court appearance on Thursday June 6th at 9 AM.
- (6) Chairman Schaus indicated he hasn't received the budget report for April. So, he has no status reports for our Expense Budget and the OSTC Trust Fund balances. Commissioner Burns said this was undoubtedly because we hold out meetings on the first Monday of each month. Thus, there often isn't enough time for the CFO to generate a report for the month that just ended. Commissioner Burns suggested that we should report the balances for the previous month. That way, we would be a month behind, but we would always have a report available.
- (7) The Commission performed 7 inspections in March and we received no fees in March. The Commission performed 39 inspections in April and we received \$545 in fees in April for a year-to-date total of 60 inspections and a year-to-date total of \$720 in fees collected. There were a total of 95.5 volunteer hours for April. There were no work orders for April.

Chairman Schaus opened the floor for new business, questions, and any further discussion or comments about the items on the agenda or any other matters to be brought before the Commission.

Commission Secretary Burns opened the five (5) sealed bids, which were received for the April RFQ. The bids were as follows: Savatree - \$515, Downes Tree Service - \$345, Adirondack Tree Specialists - \$375, Almstead Tree Service - \$300, and Pine Tree Tree Service - \$300. Since two bidders tied for low bidder with bids of \$300 each, the Commission discussed the selection of the low bidder for the award of the contract. Based on prior Commission experience with and Commissioners' knowledge of Almstead Tree Specialists, Commissioner Smid moved and Commissioner Bouma seconded the awarding of the contract to Almstead Tree Specialists.

Commissioner Smid provided a list for a May RFQ to remove a total of five (5) trees, which he said are marked, at four (4) locations. Commissioner Burns said he would prepare the RFQ and distribute the RFQ to the various tree service companies a couple of weeks before a May 31st deadline for the submission of quotes. Commissioner Smid also reported that there were five (5) applications to the ZBA and 4 applications to the PB, but none of them involved removing trees.

Chairman Schaus reported that he issued a permit to a resident, Mr. Ross, to remove 20 trees. The fee was only \$50 as a number of the trees were undersize. The resident needed to remove the trees to accommodate the installation of a swimming pool and a tennis court on his premises.

Commissioner Burns said we have to start enforcing our ordinance and start issuing summons to residents, who remove tree without the necessary permit.

On a motion by Commissioner Smid, seconded by Commissioner Bouma, and approved by the Commission, the meeting was adjourned at 8:03 PM.