

**TOWNSHIP OF WYCKOFF**  
**SHADE TREE COMMISSION**  
**Meeting Minutes**  
**Tuesday, February 4, 2014 630 pm**

1. Shade Tree Commission Chair called the Shade Tree Commission Meeting to order at 6:40 pm in the small conference room on the second floor of Town Hall.
2. Shade Tree Commission Secretary Elaine Booth read the Open Public Meetings statement: "This regular public meeting of the Wyckoff Shade Tree Commission is now in session. In accordance with the Open Public Meetings Act, notice of this meeting appears on our Annual Schedule of meetings. A copy of said Annual Schedule has been posted on the Bulletin Board in Memorial Town Hall; a copy has been filed with the Municipal Clerk, The Record, The Ridgewood News and the North Jersey Herald News - all newspapers which have general circulation throughout the Township of Wyckoff. At least 48 hours prior to this meeting, the Agenda thereof was similarly posted, filed and mailed to said newspapers." Formal action may be taken at this meeting.
3. Roll Call - Present:  
Shade Tree Commission members: Mark Borst, Bill Butler, Dan Kindergan  
Staff present: Elaine Booth, Shade Tree Commission Secretary  
Township Committee Liaison Kevin J. Rooney  
Absent: Scott Fisher, Glenn Sietsma
5. Re-Organization of Shade Tree Commission.
  - a. Dan Kindergan made a motion to nominate Mark Borst, Chair of the Shade Tree Commission. Seconded by Bill Butler. All present voted in favor. Motion carried.
4. Approve meeting minutes from November 12, 2013. Mark Borst made a motion to approve the minutes as written. Seconded by Bill Butler. All present voted in favor.
5. Arbor Day – April 27, 2014  
Discussion concerning new location for the Arbor Day celebration. It was noted that sixty donated trees will be planted at Russell Farms Community Park this spring. Consideration will be given to utilizing Arbor Day as a community service day to provide residents with an opportunity to spruce up Township owned property and islands located in residential areas. Further discussion will continue at the March 4, 2014 meeting of the Shade Tree Commission and a final decision will be made regarding Arbor Day event(s).
6. New Business
  - a. Mr. Rooney, Township Committee Liaison for the Shade Tree Commission, advised that the Township Committee is considering requiring landscapers, etc. ("green businesses") to register with the Township for the purpose of regulating and enforcing regulations of the Clean Water Act and the Township's ordinance regarding no leaves in the street. Registering those businesses in the green industry will allow the Township to maintain a list of businesses and their vehicles that perform work in the Township for enforcement of the Stormwater Management Act mandated by the government to keep our water clean and the prohibition of leaves in the street.  
A lengthy discussion resulted and included the fact that landscapers and also residents place leaves in the street prior to the Department of Public Works leaf collection. Leaves placed in the street make it extremely difficult for vehicles to maneuver narrow streets. Landscaper trucks and or landscaper trucks/trailers parked in streets also make it difficult for vehicles to pass. Leaves must be placed a minimum of ten feet from a storm drain and are not allowed to be placed in the street; leaves to be collected should be placed on the front edge of the property lawn. The Shade Tree Commissioners agreed that all green businesses would have to be educated and perhaps be required to 'sign off' that the Clean Water Act rules and regulations mandated by the federal government

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would be adhered to. Businesses and their vehicles would be registered with the Township (for a moderate fee to be determined) and summons would be issued to those businesses if found not to be in compliance and abiding by the mandated Clean Water Act rules.

Chair Borst agreed to draft a letter to businesses which would serve as an introduction to the rules, requirements and mandates the Township will enforce. There will be a section for the business owner to sign, agreeing to the fines and regulations involved.

Mr. Rooney stated that early notice to green businesses that perform work in the Township was necessary. The Township would perform due diligence by issuing public service announcements to the local press, posting on [www.wyckoff-nj.com](http://www.wyckoff-nj.com) and the Wyckoff section of [www.patch.com](http://www.patch.com). The Township's fall leaf collection begins on Monday, October 20, 2014.

Commission members will continue their discussion at the next Shade Tree Commission meeting.

- b. Shade Tree Commission Secretary reported that the NJ Shade Tree & Community Forestry Assistance Act Annual Accomplishment Report was completed and submitted on January 31, 2014 and the Tree City USA Application for Recertification was submitted on January 29, 2014. Both reports were submitted prior to the statutory dates.

Motion to adjourn by Bill Butler, seconded by Dan Kindergan. All present voted in favor.

Meeting adjourned 725 pm.

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Elaine Booth, Secretary  
Shade Tree Commission