**Minutes of the Leonia Shade Tree Commission’s regular meeting held Wednesday, Dec. 13, 2017**.

The meeting was in compliance with the Open Meetings Act as the date, time and place of all regular meetings were filed with Borough Clerk on Jan 1, 2017 and had been properly publicized.

**Presen**t: Jane Wilson (Chairperson), Christine Healy-Sammis, Vivian DeMarco, Gloria Arlak, Bill Ziegler (Council Liaison), Kate Mirababa

**Absent**: Richard Stenken, Imanta Bergmanis, Julie Ulbrich

The meeting was called to order at 7:35 pm.

**Minutes**: The minutes of the September meeting were read and by vote of the Commissioners present, the minutes were approved with changes to reflect Councilperson Bill Ziegler’s absence due to conflicting meeting with the Boro of Leonia meeting at the same time.

**Public Portion:** Marc Spiegel.

**Council Liaison Report**: Mr. Ziegler

1. Operating Budget meetings are completed. There was good public turnout. $14M budget for the Boro of Leonia. $100,000/year was recouped as findings of overpayment for benefits in years past and will be forward adjusted for this budget year. Existing trust funds in the Boro will be evaluated for use.
2. Councilperson Ziegler requests a line item submission for our request to justify our annual budget of $2000.
3. Boro of Leonia hired a new Boro Administrator. Mr. Alex Torpey. His town email is atorpey@leonianj.gov. Please include this email address in place of Jack Terhune’s when submitting Shade Tree Evaluation.
4. The proposed traffic ordinance passed. Pulblic safety action. As of Jan 15, 2018 there is a need for ‘tags’ for visitors to Leonia.

**Chairperson’s Report**: (Jane Wilson)

1. Letter read to reflect that the SICP withdrawl of grant funding was accepted. SICP grant is closed out but Boro of Leonia can reapply in the future.
2. Tree Seedlin Catalog 2018 – whips are available for a lesser cost at a facility in Matawan. Nominal amount for a duble of whips 20/pk. Need to order by April 2018.
3. Mallus Building Corp development on Wooland planted 10 shade trees, maintained 3 mature pin oaks instead of maintaining 1 oak and planting ornamental trees.
4. 195 Ames – contractor owes $350 for sycamore tree removal. Owed by the developer/contractor.
5. New door knob hangers for residents getting new plantings/trees. “Your New Tree” (see attached file).
6. Deer guards are needed for several of the new plantings as 2 more trees are noted to have bark trauma due to deer.

EVALS:

1. 333 Westview Ave – tree is on private property but is dead.
2. 156 Spring Street – 1 tree was marked for removal.

**Commissioner’s Reports:**

Dr. Ulbrich - reported on the Annual Shade Tree meeting regarding iTree and the ‘mytree’ portion of the program to evaluate the change in the canopy of Boro of Leonia.

Ms. Demarco – 328 Magnolia Place discussed a request for evaluation of a tree on the property that is ‘leaning’ and would like eval for removal if needed.

**New Shade Tree Ordinance regarding trees on private property** – Draft of the ordinance was submitted by Ms. Bergmanis for review last meeting. Further discussion of this draft of the ordinance was table due to Ms. Bergmanis absence.

**Planting budget for Spring 2018 planting** - $3,200 will be used for Spring 2018 planting with the same company as performed the Fall 2017 planting (Vince).

**New/Old business:**

**Heritage Trees** - The ordinance regarding what constitutes a ‘heritage tree’ and how this can be proposed was briefly discussed.

STC adjournment – The meeting was adjourned at 8:40 pm.

Respectfully submitted,

Christine Healy-Sammis.