


**TOWNSHIP OF WYCKOFF  
SHADE TREE COMMISSION  
Meeting Minutes  
Tuesday, October 3, 2017 6:30 pm**

1. Shade Tree Committee Chairman, Mark Borst called the Shade Tree Commission Public Business Meeting to order at 6:36 pm in the small conference room on the second floor of Town Hall.
2. Shade Tree Commission Secretary Nancy Cole read the Open Public Meetings statement: "This Public Business Meeting of the Wyckoff Shade Tree Commission is now in session. In accordance with the Open Public Meetings Act, notice of this Public Business 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, Michael Tode, Glen Sietsma, Scott Fisher  
Absent: Dan Kindergan  
Staff present: Nancy Cole, Shade Tree Commission Secretary  
Township Committee Liaison: Timothy E. Shanley, Township Committeeman
4. Approval of the meeting minutes from September 5, 2017. Mike Tode' made a motion to approve the September 5, 2017 meeting minutes as written, seconded by Scott Fisher. All present voted in favor; motion approved.
5. **Old Business**
  - a. The status of shade tree requests from residents was discussed. The list of open requests was discussed and copies of the list were shared with the commissioners.
  - b. It was reviewed that it is the responsibility of the Shade Tree Commissioners to be alert as they drive through the Township and notice and identify trees in the right-of-way and on private property which may be unsafe. Any tree that appears unsafe must be reported to the secretary as soon as possible.
6. **New Business**
  - a. A preliminary discussion regarding events to commemorate Arbor Day took place.

There being no additional New Business, a motion to adjourn was made by Glen Sietsma, and seconded by Mike Tode'. All present voted in favor.

Meeting adjourned 7:00 pm.

  
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Nancy Cole, Secretary  
Shade Tree Commission