

**TOWNSHIP OF WINFIELD  
MINUTES OF THE REGULAR MEETING OF  
THE TOWNSHIP COMMITTEE – APRIL 2, 2024**

**CALL TO ORDER:** Mayor Byrne called the meeting to order at 7:00 p.m.

**PUBLIC NOTICE:** In accordance with the Open Public Meetings Act, NJSA 10:4-6 et. Seq.; Mayor Byrne read the public notice and indicated the fire exits.

**PRAYER & PLEDGE OF ALLEGIANCE:** Mayor Byrne led the Township’s Prayer and led the Pledge of Allegiance.

**ROLL CALL:** Present: Mayor Byrne, Commissioner Reilly, Commissioner Koomer, Clerk Slowik, Attorney Colicchio, WPD Chief Mazzarella & WVFD Chief Dustin

**APPROVAL OF MINUTES:** RMTc 03/18/24; Motion was made by Commissioner Reilly and Seconded by Commissioner Koomer, with all members present voting in the affirmative.

**COMMUNICATIONS:** None Presented

**DEPARTMENT REPORTS:** None Presented

**REQUISITIONS:** None Presented

**UNLISTED REQUISITIONS:** None Presented

**BILLS:** As Presented (\$74,981.72); Motion was made by Commissioner Reilly and Seconded by Commissioner Koomer, with all members present voting in the affirmative.

**List of Bills - (100001) CASH - CHECKING  
Current Fund**

Check#	Vendor	Description	Payment	Check Total
8589	1050 - ATON	PO 15837 EMAIL ISSUES	115.00	115.00
8590	921 - CRANFORD PUBLIC LIBRARY	PO 15827 2024 LIBRARY SERVICES	180.00	180.00
8591	48 - DELTA DENTAL PLAN OF NJ	PO 15828 APRIL DENTAL COVERAGE	2,031.87	2,031.87
8592	39 - ELIZABETHTOWN GAS CO	PO 15829 NATURAL GAS SVC 2/9 - 3/11	561.53	561.53
8593	1085 - LEAF	PO 15830 SHARP MX-M3571 COPIER SYSTEM APRIL	122.00	122.00
8594	72 - PSE&G	PO 15833 Electric 2/7 - 3/7	2,371.09	2,371.09
8595	584 - PUBLIC ALLIANCE INS COVERAGE	PO 15836 2024 2ND INSTALLMENT LIABILITY INS	66,265.00	66,265.00
8596	1101 - VENERATUS CORPORATION	PO 15832 COMPUTER SECURITY, MONITORING AND LICENSE	2,850.00	2,850.00
8597	32 - VERIZON	PO 15831 FIOS 3/10 - 4/9	159.99	159.99
8598	452 - VERIZON WIRELESS	PO 15834 CELL PHONE AND AIR CARDS 3/16- 4/15	325.24	325.24
TOTAL				74,981.72

**Summary By Account**

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
100001	CASH - CHECKING			0.00	74,981.72
10AE10	ADMINISTRATION & EXEC. - OTHER EXPENSE	3,288.29			
10EX10	GROUP INSURANCE PLANS FOR EMPLOYEES	2,031.87			
10EZ10	OTHER INSURANCE PREMIUMS	66,265.00			
10HB10	POLICE - OTHER EXPENSE	243.93			
10KE10	EMERGENCY MANAGEMENT - OTHER EXPENSE	40.01			
10LG10	STREET LIGHTING	1,459.99			
10SL10	LIBRARY SERVICES	180.00			
10UT10	UTILITIES	1,472.73			
<b>TOTALS FOR</b>	<b>Current Fund</b>	<b>74,981.72</b>	<b>0.00</b>	<b>0.00</b>	<b>74,981.72</b>

Total to be paid from Fund 10 Current Fund 74,981.72  
=====  
74,981.72

**UNLISTED BILLS:** None Presented

**COMMITTEE REPORTS:** None Presented

**UNFINISHED BUSINESS:** None Presented

**NEW BUSINESS:** As Presented

**Resolution # 24-22 Appointing Police Officer Michael Martel to the Winfield Police Department:** Motion was made by Commissioner Reilly and Seconded by Commissioner Koomer, with all members present voting in the affirmative.



**TOWNSHIP OF WINFIELD RESOLUTION 24-22  
COUNTY OF UNION, STATE OF NEW JERSEY  
APPOINTING FULL TIME PATROLMAN TO THE  
WINFIELD POLICE DEPARTMENT**

**BE IT RESOLVED**, by the Township Committee of the Township of Winfield that;

Michael Martel

Be appointed as a full-time patrolman at a 2<sup>nd</sup> year salary rate of \$62,092 to the Winfield Police Department; having a current PTC Certification and has passed the physical and psychological exams;

**NOW THEREFORE BE IT RESOLVED**, that in accordance with the PBA contract, there be a one-year probationary period commencing his appointment on April 2, 2024

**Dated: April 2, 2024**

	MOVED	SECONDED	AYES	NAYS	ABSENT	ASSISTANT	I hereby certify that the above Resolution was adopted by the Township Committee of the Township of Winfield at a meeting held on April 2, 2024.
MAYOR JOSEPH P. BYRNE							
COMM. ROBERT F. REILLY							
COMM. ADAM D. KOOMER							

Metanie Slowik, Acting Twp. Clerk

Office Micheal Martel was sworn into the Winfield PD as Patrolman by Attorney Colicchio

**Resolution # 24-23 Authorizing an additional item to the agenda:** Motion was made by Commissioner Reilly and Seconded by Commissioner Koomer, with all members present voting in the affirmative.



**TOWNSHIP OF WINFIELD - RESOLUTION # 24-23  
COUNTY OF UNION, NEW JERSEY  
AUTHORIZING AN ADDITIONAL ITEM TO THE AGENDA**

**WHEREAS**, an item may be added to the agenda by an affirmative vote of a majority of the governing body members present when necessary to deal with a matter of importance.

**WHEREAS**, the item added to the agenda is of importance for the consideration of the governing body

**WHEREAS**, the next regularly scheduled meeting of the Township Committee of the Township of Winfield, April 15, 2024. Requiring an additional item to be added to the April 2, 2024 meeting agenda.

**NOW THEREFORE BE IT RESOLVED**, that the governing body add matters of employment to the agenda of April 2, 2024.

Dated: April 2, 2024

	MOVED	SECONDED	AYES	ABSENT	ABSTAIN	I hereby certify that the above Resolution was adopted by the Township Committee of the Township of Winfield at a meeting held on April 2, 2024.
MAYOR JOSEPH P. BYRNE						
COMM. ROBERT F. REILLY						
COMM. ADAM D. KOOMER						Metanie Slowik, Acting Twp. Clerk

**Township Ordinance # 465 To Establish New Jersey of Environmental Protection – Mandated Regulations for Tree Removal:**

Move the Approval of the Draft of the Ordinance: Motion was made by Commissioner Reilly and Seconded by Commissioner Koomer, with all members present voting in the affirmative.

Move to Take up the Ordinance of First Reading by Title: Motion was made by Commissioner Reilly and Seconded by Commissioner Koomer, with all members present voting in the affirmative.

Read Ordinance by Title Ordinance Passed on First Reading: Motion was made by Commissioner Reilly and Seconded by Commissioner Koomer, with all members present voting in the affirmative.

Ordinance to Be Taken Up on Second Reading: Motion that the ordinance be taken up on second and final reading for approval and adoption at a Special Meeting of the Township Committee to be held on April 30th at 8:00AM in the Municipal Building; Motion was made by Commissioner Reilly and Seconded by Commissioner Koomer, with all members present voting in the affirmative.



**TOWNSHIP OF WINFIELD – ORD. # 465  
COUNTY OF UNION, STATE OF NEW JERSEY  
TO ESTABLISH NEW JERSEY OF ENVIRONMENTAL PROTECTION –  
MANDATED REGULATIONS FOR TREE REMOVAL**

**WHEREAS**, trees play a critical, often overlooked, role in the water cycle and in the mitigation of stormwater runoff issues such as soil erosion, pollutant reduction, infiltration, quantity reduction, and thermal effects.

**WHEREAS**, the New Jersey Department of Environmental Protection (NJDEP), as part of the 2023 Tier A MS 4 permit renewal process, requires permittees to adopt and enforce a community-wide ordinance to control tree removal and replacement on all types of properties where a municipality has jurisdiction;

**WHEREAS**, the within ordinance is based on the model ordinance promulgated by NJDEP;

**NOW, THEREFORE, BE IT ORDAINED**, by the Township Committee of the Township of Winfield as follows:

**SECTION I. Purpose:**

An ordinance to establish requirements for tree removal and replacement in Winfield Township to reduce soil erosion and pollutant runoff, promote infiltration of rainwater into the soil, and protect the environment, public health, safety, and welfare.

## **SECTION II. Definitions:**

For the purpose of this ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this ordinance clearly demonstrates a different meaning. When consistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The use of the word "shall" means the requirement is always mandatory and not merely directory.

A. "Applicant" means any "person", as defined below, who applies for approval to remove trees regulated under this ordinance.

B. "Critical Root Radius (CRR)" – means the zone around the base of a tree where the majority of the root system is found. This zone is calculated by multiplying the diameter at breast height (DBH) of the tree by 1.5 feet. For example: a tree with a 6" DBH would have a CRR = 6"x1.5' = 9'.

C. "Diameter at Breast Height (DBH)" means the diameter of the trunk of a mature tree generally measured at a point four and a half feet above ground level from the uphill side of the tree. For species of trees where the main trunk divides below the 4 ½ foot height, the DBH shall be measured at the highest point before any division.

D. "Hazard Tree" means a tree or limbs thereof that meet one or more of the criteria below. Trees that do not meet any of the criteria below and are proposed to be removed solely for development purposes are not hazard trees.

1. Has an infectious disease or insect infestation;
2. Is dead or dying;
3. Obstructs the view of traffic signs or the free passage of pedestrians or vehicles, where pruning attempts have not been effective;
4. Is causing obvious damage to structures (such as building foundations, sidewalks, etc.); or
5. Is determined to be a threat to public health, safety, and/or welfare by a certified arborist or Licensed Tree Expert (LTE).

E. "Person" means any individual, resident, corporation, utility, company, partnership, firm, or association.

F. "Planting strip" means the part of a street right-of-way between the public right-of-way and the portion of the street reserved for vehicular traffic or between the abutting property line and the curb or traveled portion of the street, exclusive of any sidewalk.

G. "Resident" means an individual who resides on the residential property or contractor hired by the individual who resides on the residential property where a tree(s) regulated by this ordinance is removed or proposed to be removed.

H. "Street Tree" means a tree planted in the sidewalk, planting strip, and/or in the public right-of-way adjacent to (or specified distance from) the portion of the street reserved for vehicular traffic. This also includes trees planted in planting strips within the roadway right-of-way, i.e., islands, medians, pedestrian refuges.

I. "Tree" means a woody perennial plant, typically having a single stem or trunk growing to a considerable height and bearing lateral branches at some distance from the ground.

J. "Tree Caliper" means the diameter of the trunk of a young tree, measured six (6) inches from the soil line. For young trees whose caliper exceeds four (4) inches, the measurement is taken twelve (12) inches above the soil line.

K. "Tree removal" means to kill or to cause irreparable damage that leads to the decline and/or death of a tree. This includes, but is not limited to, excessive pruning, application of substances that are toxic to the tree, over-mulching or improper mulching, and improper grading and/or soil compaction within the critical root radius around the base of the tree that leads to the decline and/or death of a tree. Removal does not include responsible pruning and maintenance of a tree, or the application of treatments intended to manage invasive species.

**SECTION III. Regulated Activities:**

**A. Regulated Tree Removals:**

1. Any person planning to remove a street tree, as defined as Tree removal, with DBH of 2.5" or more or any non-street tree with DBH of 6" or more on their property shall submit a Tree Removal Application to the Winfield Township Clerk. No tree shall be removed until municipal officials have reviewed and approved the removal.

**B. Tree Replacement Requirements**

1. Any person who removes one or more street tree(s) with a DBH of 2.5" or more, unless exempt under Section IV, shall be subject to the requirements of the Tree Replacement Requirements Table below.
2. Any person, who removes one or more tree(s), as defined as Tree removal, with a DBH of 6" or more per acre, unless otherwise detailed under Section IV, shall be subject to the requirements of the Tree Replacement Requirements Table below.

The species type and diversity of replacement trees shall be in accordance with Appendix A.

Replacement tree(s) shall:

1. Be replaced in kind with a tree that has an equal or greater DBH than tree removed or meet the Tree Replacement Criteria in the table below;
2. Be planted within twelve (12) months of the date of removal of the original tree(s) or at an alternative date specified by the municipality;
3. Be monitored by the applicant for a period of two (2) years to ensure their survival and shall be replaced as needed within twelve (12) months; and
4. Shall not be planted in temporary containers or pots, as these do not count towards tree replacement requirements.

**Tree Replacement Requirements Table:**

Category	Tree Removed (DBH)	Tree Replacement Criteria (See Appendix A)	Application Fee
1	DBH of 2.5" (for street trees) or 6" (for non-street trees) to 12.99"	Replant 1 tree with a minimum tree caliper of 1.5" for each tree removed	
2	DBH of 13" to 22.99"	Replant 2 trees with minimum tree calipers of 1.5" for each tree removed	
3	DBH of 23" to 32.99"	Replant 3 trees with minimum tree calipers of 1.5" for each tree removed	
4	DBH of 33" or greater	Replant 4 trees with minimum tree calipers of 1.5" for each tree removed	

**SECTION IV. Exemptions:**

All persons shall comply with the tree replacement standard outlined above, except in the cases detailed below. Proper justification shall be provided, in writing, to the municipality by all persons claiming an exemption:

- A. Residents who remove less than four (4) trees per acre that fall into category 1, 2, or 3 of the Tree Replacement Requirements Table within a five-year period. [The number of trees removed is a rolling count across a five-year period. For example, if 3 trees from category 1 are removed in July 2023, the 'count' resets to zero in July 2028. However, if 1 tree from category 1 is removed in July 2023 and another in July of 2025 the first tree will come off the count in July 2028 and the second in July 2030.]
- B. Tree farms in active operation, nurseries, fruit orchards, and garden centers;
- C. Properties used for the practice of silviculture under an approved forest stewardship or woodland management plan that is active and on file with the municipality;
- D. Any trees removed as part of a municipal or state decommissioning plan. This exemption only includes trees planted as part of the construction and predetermined to be removed in the decommissioning plan.
- E. Any trees removed pursuant to a NJDEP or U.S. Environmental Protection Agency (EPA) approved environmental clean-up, or NJDEP approved habitat enhancement plan;
- F. Approved game management practices, as recommended by the NJDEP, Division of Fish, Game and Wildlife;
- G. Hazard trees may be removed with no fee or replacement requirement.

**SECTION V. Enforcement:**

This ordinance shall be enforced by the Winfield Township Police Department during the course of ordinary enforcement duties.

**SECTION VI. Violations and Penalties:**

Any person(s) who is found to be in violation of the provisions of this ordinance shall be subject to a fine not exceeding \$1,000. Such person shall also be required to pay for the costs of acquiring and planting replacement trees as necessary to comply with applicable specifications and requirements.

**SECTION VIII. Severability:**

Each section, subsection, sentence, clause, and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause, and phrase, and finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause or reason shall not affect any other portion of this Ordinance.

**SECTION VIII. Effective Date:**

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

INTRODUCTION						COMMITTEE MEMBER	FINAL ADOPTION					
Moved	Second	Aye	Nay	Absent	NP		Moved	Second	Aye	Nay	Absent	NP
						ADAM D. KOOMER						
						ROBERT F. REILLY						
						MAYOR JOSEPH P. BYRNE						
Introduced: April 2 <sup>nd</sup> , 2024						I hereby certify the above ordinance was adopted by the Township Committee of the Township of Winfield, County of Union, State of New Jersey on the aforementioned date.						
Publication: April 9 <sup>th</sup> , 2024												
Final Adoption: April 30 <sup>th</sup> , 2024												
Publication:						Melanie Slowik, Acting Township Clerk						

➤ **Proclamation:**



*Proclamation*

*Township of Winfield - New Jersey*

**WHEREAS**, the Township of Winfield in the State of New Jersey recognizes the problem of child abuse and neglect and is committed to helping its victims; and

**WHEREAS**, Court Appointed Special Advocates (CASA) of Union County recruits, trains, supports, and supervises community volunteers as advocates for children who have been removed from their homes due to neglect or abuse; and

**WHEREAS**, CASA has a record of public service protecting the safety and well-being of Union County's foster children, defending them from harm and ensuring they are provided with the court-ordered services they need; and

**WHEREAS**, CASA establishes and maintains effective relationships with the family court, the Division of Child Protection and Permanency (DCPP), Child Placement Review Board, Office of the Public Defender, Legal Aid, and other child serving agencies/institutions in order to create a cooperative environment in which to best meet the needs of children;

**NOW, THEREFORE**, I, Joseph P. Byrne, Mayor of the Township of Winfield, on behalf of the Township Committee, do hereby proclaim:

**The Month of April, 2024**

As

**COURT APPOINTED SPECIAL ADVOCATE OF UNION COUNTY MONTH**

in the Township of Winfield and urge all residents to become aware of the work and mission of CASA of Union County. Let it be known that we support the education efforts to raise awareness of the CASA program at the local level and the need for community members to provide a voice for the children in foster care.

---

Joseph P. Byrne, Winfield Township Mayor

Issued this 2<sup>nd</sup> day of April, 2024

**CITIZEN'S FORUM:** Noone from the public wished to speak.

**ADJOURNMENT:** There being nothing further to come before the Township Committee, Mayor Byrne called for a motion to adjourn; Roll call vote, unanimous, affirmative.

TIME: 7:11 p.m.

Respectfully submitted

Melanie Slowik  
Acting Township Clerk

04.02.2024