

Whitehouse Tree Commission
Minutes of Meeting – March 23, 2017

I. Call to Order The meeting was called to order by Sheri Luedtke at 7:02 PM. Members Present: Chairperson, Sheri Luedtke, Amy Schultz, Michelle Tippie, Janet Traub, Elliot Tramer, Christine Manzey; Staff Representative, Mark Thomas.

II. Approval of Minutes

The minutes of the February 23, 2017. Motion by Amy Schultz to accept the minutes as written, and second by Elliot Tramer. Motion carried.

III. Old Business

A. Finalize Arbor Day Planning Sheri made contact with Dawn Hillary, the third grade teacher at Whitehouse Elementary to verify that the Arbor Day celebration would be held May 5th and the Tree Commission would supply 5 short educational videos about trees and tree journals. A trip to the ice cream store may be factored into this year's celebration. Sheri made a map showing the trees planted in previous Arbor Days. After consulting the Division of Forestry's Tree list for trees appropriate to our area, the attendees recommended planting Kentucky Coffee Tree, Hackberry, and Sweet Gum trees. Mark informed us that the Village had ordered the 200 saplings that are typically given to the kids. Sheri reminded those present that members need to meet at noon on May 5th to wrap the saplings and put them in bags with planting directions. All should be ready by 2:00 PM for the beginning of the festivities. Sheri asked Amy Schultz to relay an invitation to the Village Council to attend the ceremony. Finally, Sheri asked whether publicity via the Maumee Mirror had been arranged. Janet Traub stated she had notified Judy Kethel about this and that Judy had responded back verifying she knew about the request.

B. Report on March 20, 2017 meeting with Stephanie Miller Sheri summarized the meeting with Stephanie concerning construction near Public Trees. Chris Manzey passed out a document titled "Public Tree Protection Action Flowchart Prior to Construction" which showed a schematic of decision-making which should ideally be made by Village Service Personnel before contractors can begin a construction project such as sidewalk replacements, curb cuts, driveway aprons, or utility maintenance. If a project would possibly result in damaging Public Trees and/or causing safety issues, then the contractor would have to follow Specifications determined by Village Policy. Chris asked Mark if the Village handles most of these types of construction project in-house thereby guaranteeing the work is completed with minimal tree damage. He said they were not doing new construction, rather they handled mostly repairs. Stephanie suggested that a separate paragraph about "Construction near Public Trees" be inserted into the existing Tree Ordinance and making reference to a Policy. A small sub-set of the Tree Commission will meet at Elliot Tramer's home on Thursday, March 30th at 1:30 PM to make a draft.

C. Tree Inventory Mark Thomas reported that the service crew had finished trimming trees along the Rails to Trails section by the cul de sac, as well as seeding in grass. The crew also removed 2 pine trees that fell on Finzel Road. When asked about the amount of tree damage the public trees experienced during the wind storm this past month, Mark said there was very little, just a few branches in the park.

D. Forms and Documents Some items were added to the cabinet by Sheri and Janet.

E. Presentation to Village Council Sheri had wanted a knowledgeable person to make a presentation to council about the use of Silva Cells as the Village makes decisions about Street Scapes. Stephanie Miller volunteered to make a powerpoint presentation explaining various options that are currently available for Street Scapes. This will take place April 18th and the Tree Commission will be first on the Agenda.

IV. New Business

A. Memorial Tree Program Request A request of a memorial tree planting was made by Samantha Blazewicz in recognition of the 25th Anniversary of Divine Reflections beauty salon. A discussion ensued about which type of tree should be planted. Three possibilities were suggested: a Purple Smoke Tree, a Japanese Lilac, or a Serviceberry. Sheri offered to find pictures of these trees and take them to Ms. Blazewicz for a final decision. When the tree and paver are ready, probably in the fall, Sheri suggested a notification and photo be given to the Village Newsletter.

B. Review Fee for Memorial Tree Program Mark questioned whether the \$265 fee being charged for Memorial Trees was in line with the \$450 fee developers were being asked to put in escrow for new constructions. The Memorial Tree fee barely covers the cost of the tree plus planting plus the paver plaque (\$25). Attendees suggested raising the Memorial Tree fee to \$300 in an effort to break even with expenses. Mark agreed to contact Jill about updating the existing form.

C. Letter from Arbor Day Foundation Sheri read the letter from the Arbor Day Foundation congratulating the Tree Commission on our Tree City USA recognition and our Growth Award. A copy was given to Judy Kethel for press release and a copy was given to the Mayor who hopefully will read it at a Village Council meeting.

D. Tree City USA 2017 Attendance This year's Tree City USA meeting will be at Lakeside on May 3rd from 9:30-2:30. Those planning on attending are: Michelle T., Amy S., Sheri L., Janet T., Judy K., Mark T., Elliot T., and Chris M. Whether the new member, Rebecca Conklin-Kleiboemer can go, needs to be determined. Sheri volunteered to send an invitation to the Mayor to also attend.

V. Discuss Other Issues

A. Re-assignment of Mindy Curry Sheri read a letter informing the Tree Commission that Mindy Curry has been re-assigned and will no longer be a member of the Tree Commission. She is being replaced by Rebecca Conklin Kleiboemer.

B. Reminder to Record Hours Sheri reminded members to be certain to record their hours spent in the field or attending meetings.

- C. Request for addition to the Zoning Code in reference to new development Street Trees** Mark conveyed Steve Pilcher's concern about the minimum diameter of new Street Trees being planted by developers. Was there something in writing in our Tree Ordinance? There is not. A discussion ensued concerning the economics of buying small versus larger diameter trees. It is documented that small trees (those less than 1.5 inches DBH) while being less expensive to initially buy, they unfortunately have a poor survival track record resulting in failure and the necessity of the Village having to then replace them. A bullet point needs to be added to the Zoning Code stipulating the minimum diameter of new street trees to be planted by developers. Janet Traub moved that the Tree Commission recommend to the Village Council that the diameter of street trees to be planted shall not be less than 1.5 inches DBH. Elliot Tramer seconded. This passed unanimously. Sheri agreed to send this to Jill and have her add this recommendation to the Village Council agenda at their next meeting.
- D. Reforestation Project by Metroparks** Janet Traub suggested that members volunteer to help the Metroparks in their reforestation project at Fallen Timbers. Activities include root pruning (April 8 and 9), hauling supplies (April 19, 20, 21) and installing tree shelters and mulch (April 22, 23, 29, 30).
- E. Spring Seminar** Janet Traub will be the featured presenter at this year's Spring Seminar on April 8th at 10:00 AM. Her topic will be lichens and whether they harm trees. Publicizing this event was discussed and various outlets were suggested: Barb Knisely could advertise the event on the Village board; Amy Stone with the Master Gardners; Lee Richter with Ohio Certified Volunteer Naturalists; and Julia Pompei with Toledo Botanical Gardens.
- F. Tree Survival School** Mark and Jonathan are planning to attend this 3-day event.
- G. Future Growth Award Points** In order to continue getting enough points to earn our 2018 Growth Award, it was suggested that the Whitehouse Tree Commission host a Tree Academy.

Motion to Adjourn Amy Schultz motioned to adjourn at 8:15, Janet Traub seconded, all were in favor.

Respectfully Submitted

Christine Manzey