

Minutes – Whitehouse Tree Commission Meeting

April 27, 2017

Present: Sheri Luedtke (chair), Amy Schulz, Elliot Tramer, Janet Traub, Christine Manzey, Judy Kethel; Staff Representative, Mark Thomas, and guest Wayne Strayer.

Meeting called to order at 7:03 p.m.

Minutes of the March 23, 2017 Tree Commission meeting were reviewed. Motion by Elliot Tramer to accept the minutes as written, and second by Janet Traub. Motion carried.

OLD BUSINESS

Plan Final Details of Arbor Day May 5, 2017 2:00 p.m. (Rain date May 8) Sheri reports 4 classes of third graders. Teachers will carry the saplings back to the classroom and give to students at end of school day. Sheri will give 5 videos to teachers before Friday May 5 so students will be better prepared. Mark will have all supplies necessary for sapling preparation which is scheduled at noon on Friday May 5. Judy has worked with Cliff Vaughan to organize the Boy Scouts to dig holes. Present plans are for digging on Tuesday evening May 2. Judy has provided Karen Gerhardinger at the Mirror Newspaper with details of our event. Article appeared in the April 27, 2017 edition of the Mirror. Judy will contact Village Offices to make sure Mayor Atkinson is prepared to present a reading of the 2017 Arbor Day Proclamation. Trees being planted are: Kentucky Coffee Tree, Shingle Oak, and Worplesdon Sweetgum.

Discussion of Stephanie Miller's Council Presentation. The presentation April 18 offered various planting methods available and provided council with options available. Stephanie explained the pros and cons of methods used to plant street trees. She offered her assistance to help with future needs.

Discuss Draft #2 of Construction Around Village Trees. Attached to these minute are 3 draft files which provide our current progress to date. The "Public Tree Action Flowchart Prior to Construction" (attachment #1) shows a schematic of decision-making which should ideally be made by Village Service Personnel before contractors can begin a construction project. A change to the Tree Ordinance in the section titled "ABUSE OR MUTILATION OF PUBLIC TREES" is provided in attachment #2. Any construction around a public tree must conform to the accepted tree construction protection policy of the Village of Whitehouse. Attachment #3 contains a "Public Tree Protection During Construction Policy". Tree Commission members agreed to meet on May 16 at 1:00 at Sheri Luedtke's home to further review and revise these drafts.

Tree Inventory. Mark Thomas reports a Pear Tree on 10963 Wildflower was down due to wind. A discussion was held regarding the updating and use of our Tree Inventory. Discussed Penta work to date and will it be usable for the new GIS. Where is the program? Sheri will get with Dan Wyandt and Commission member Michelle to get info on where the file is located.

Forms and Documents. Nothing new added to the file cabinet.

NEW BUSINESS

Begin Cherry Fest/Market Day planning. It has been decided that the Tree Commission would not participate in Cherry Fest this year and instead be active participants in the Whitehouse Flower Market and Farmer Market Days. This will be our avenue to disseminate news and information regarding the planting and maintenance of trees within the Village limits. Judy will get with Barb Knisely and procure a spot for these events and also make sure literature and manning is available.

Prepare Summer Newsletter. Judy will draft an article titled "Who owns that tree in your tree lawn?"

Discussion Regarding Role in Phase 2 of Downtown Renovation for 2018. The Tree Commission Council Representative will advise the need of a Tree Commission member or a small group consisting of Elliot Tramer, Amy Schultz and Sheri Luedtke be notified when Downtown Renovation meetings for 2018 are held.

OTHER ISSUES

Thank you Janet for your presentation on "lichens and whether they harm trees" at this year's Spring Seminar on April 8.

Made travel arrangements for Tree City USA gathering to be held May 3 in Lakeside Ohio.

Discussed the need to have a Council Representative at the Tree Commission Meetings each month.

Judy mentioned her need to resign from Tree Commission Membership as soon as a replacement is available.

Janet Traub needs to become an ex officio member.

Amy Schultz moved adjournment, Elliot Tramer seconded, and motion passed. Meeting adjourned at 8:40 PM.

Respectfully submitted,

Veronica Judy Kethel

Change to Tree Ordinance in the section titled
ABUSE OR MUTILATION OF PUBLIC TREES

1. Unless specifically authorized by the Tree Commission....(no changes here)
2. No person shall excavate any ditches, tunnels, trenches, alley or driveway within the drip line of any public tree or shrub without obtaining approval from the Village Administrator.
3. Construction activities in the vicinity of street trees are subject to the Village of Whitehouse *Public Tree Protection During Construction Policy* found [cite location].

Village of Whitehouse

Public Tree Protection During Construction Policy

Rationale

New development and on-going improvements to our community's infrastructure often dictate construction near public trees. These trees represent one of our greatest assets because they boost real estate values, mitigate storm water runoff, moderate temperatures, and remove air pollutants. Surprisingly, trees are the only Village assets that appreciate in value with age. Therefore, protecting these valuable resources from construction damage makes fiscal sense. Evidence of tree damage from construction may not be obvious, especially if this involves the tree's root system. It can take a season or even years to appear because stress on the root system only slowly manifests itself in aerial limbs and leaves. Once the damage is obvious, it is often too late to reverse the effects and save the tree. Therefore, the Village has adopted this policy on construction around existing public trees.

DISTANCE FROM TREES

1. For trees measuring twelve (12) inches DBH (Diameter at Breast Height) or less, soil excavation work or root cutting shall not occur closer than four (4) feet from the trunk of the tree.
2. For trees measuring greater than twelve (12) inches DBH, soil excavation work or root cutting shall not occur closer than a distance equal to three (3) times the DBH from the trunk of the tree.
3. For multi-trunk trees, soil excavation work or root cutting shall not occur closer to the trunk of the tree than a distance of three (3) times the diameter of the trunk cluster, measured at the narrowest point between ground level and breast height.

ROOT PROTECTION

4. If cutting of roots is necessary after complying with 1, 2, and 3 above, roots must be cut sharply and cleanly. Do not paint or treat the wound. The contractor shall water the affected tree thoroughly using five (5) gallons of water for every one (1) inch of tree DBH, and provide the information on the location of the affected tree or trees to the Public Service Director or a designated Village representative.

ROOT ZONE PROTECTION

5. No construction equipment shall be parked and no construction materials such as sand, soil or gravel shall be stored on the surface of the unpaved areas within the drip line (outermost reach of the branches) of the tree.

SIDEWALKS

6. Before the pouring or setting of new sidewalks near public trees, the contractor shall lay a two (2) inch thick sublayer of clean, 2 inch crushed stone for a minimum length of eight (8) feet with the tree trunk opposite the midpoint. (see diagram)
7. The existing grade under the drip line of the tree shall not be raised by the project unless existing roots require a “ramped up” style. Then, the gravel will be laid atop the roots at grade resulting in the sidewalk being above grade when it hardens. Top soil will be filled in to make a safe, gradual bank from the edge of the new walk down to the pre-existing grade.