

Whitehouse Tree Commission
Minutes of Meeting – October 26, 2017

The meeting was called to order by Sheri Luedtke at 7:00 PM. Members Present: Chairperson, Sheri Luedtke, Amy Schultz, Judy Kethel, Michelle Tippie, Janet Traub, Council Representative, Rebecca Conklin-Kleiboemer Staff Representative, Mark Thomas.

Judy Kethel moved to accept the minutes of the September 28, 2017 meeting. Amy Schultz seconded. Motion carried.

Old Business:

Tree City and Growth Award - Sheri Luedtke was copied on an email from Stephanie Miller to Elliot Tramer saying Whitehouse is certain to achieve a Growth Award this year after she reviewed his draft application. Sheri is finishing the application for Tree City status.

Quarry Invasives Project - Janet was contacted after the project day and informed that the Toledo Area Metroparks has some volunteer procedures that they would appreciate being added to the invasives removal procedure before Whitehouse has its next volunteer work day.

Tree Inventory - Mark Thomas reported that some stumps remain to be ground out from trees removed. Bid requests were sent out for the planned fall tree plantings. Mark has some prepared memorial bricks for the memorial trees, but Sheri will notify Design Memorial about markers for the additional trees arranged for in memory of David Tramer. The groups paying for the plantings asked to be present when the trees were planted, but since this year the trees will all be installed by the contractor, it's hard to know exactly when they they will be planted. Therefore, the Commission agreed that a compromise would be to have Mark let Sheri know once the trees were in place and she could pass the word along to the groups commemorating David.

Dianne Toffler potential Tree Commission member - A letter has been sent to Mayor Don Atkinson requesting that Dianne Toffler be appointed as a Tree Commission member.

Forms and Documents - Judy Kethel found a file folder containing applications for all the memorial trees. There may still be some applications to file there: possibly, Divine Reflections, Boy Scouts, David Tramer, and in memory of a gentleman who had worked at Jeep.

Judy also found a copy of the "Parks and Recreation Master Plan" prepared by the EDGE Group for Whitehouse. It does not specify tree species and is a general plan for area use, traffic flow, pedestrian flow and special structures. It does not delve into any suggestion of a tree replacement plan. Members present thought maybe the Service Department had a spreadsheet of the tree inventory data assembled by the Penta County students under the guidance of Dan Wyandt. Sheri will contact Mr. Wyandt again to see if he has the material in a useable form he could provide to Janet Traub. That way the commission would have information to apply in its own hands.

The commission discussed what to do with the many "Tree City" flags in the file cabinet, but didn't have any remarkable ideas. At least raising the flags during Arbor Day week and Cherry Fest week seemed appropriate.

November 9th Northwest Ohio Urban Forestry Seminar - seven members who are going are all registered with the organizers.

Membership roster - Chris Manzey prepared a roster with contact information and, with changes on the Tree Commission, it is appropriate to get the new contacts and an updated form.

New Business:

Trees Installed by Contractors - Judy Kethel noted that now that public trees are being installed by contractors, it is important to include in the specifications the "Guidelines for Planting Young Trees" of the village and the contract should stipulate that all plantings must conform to it.

Tree Commission Academy - Whitehouse will host two days of TCA January 9 and 10, 2018 (Tuesday and Wednesday). Our council representative will approach the Village to see if it can chip in on the costs of lunches and refreshments.

Village Board changes - Rebecca Conklin-Kleiboemer noted that the village is deactivating the Design Review Board and is dissolving the Arts Commission. There is interest in having a Parks and Recreation Commission.

Exceptional Meeting Date - The Commission meets on the third Thursday: November 16.

Judy Kethel moved adjournment, and Amy Schultz seconded, and at 7:45 pm. the meeting was adjourned.

Respectfully submitted,

Janet Traub