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March 22, 2019

Meeting Notice  
Tree Commission  
March 28, 2019

Notice is hereby given that the Tree Commission of the Village of Whitehouse, Ohio will meet on Thursday, March 28, 2019 at **6:00 p.m.** The meeting will be held in the Classroom, Village Hall, 6925 Providence Street, Whitehouse, Ohio.

AGENDA

- I. Call to Order
- II. Approve Minutes of the February 28, 2019 Meeting
- III. Old Business
  - A. Finalize Arbor Day Planning
  - B. Tree Commission Ordinance updates
  - C. Review of Tree Commission Academy Graduation
  - D. Tree Inventory
  - E. Forms & Docs
- IV. New Business
  - A. Tree City USA Attendance
  - B. Request for a Tree Evaluation at 11140 West St.
- V. Discuss Other Issues as Appropriate under the Village Charter
- VI. Adjourn

Submitted by:  
Jordan D. Daugherty, CPA  
Village Administrator

## MEMORANDUM

TO: The Village of Whitehouse Tree Commission- Sheri Luedtke, Elliot Tramer, Amy Schultz, Christine Manzey, Michelle Tippie, Dianne Toffler, Richard Bingham (Council Representative), and Mark Thomas (Staff Advisor)

FROM: Jordan D. Daugherty, Village Administrator

SUBJECT: Thursday, March 28, 2019 Tree Commission Meeting

DATE: March 22, 2019

The Whitehouse Village Tree Commission is scheduled to meet on Thursday, March 28, 2019 at **6:00** p.m. in the Classroom, 6925 Providence Street, Whitehouse, Ohio 43571.

Following the Chairperson's call to order, the Commission can review and approve the minutes of the February 28, 2019 meeting.

Under old business, the Commission can finalize the Arbor Day planning, discuss any updates to the Tree Commission ordinance, review the Tree Commission Academy graduation, and review tree inventory and forms & docs.

The Commission may then discuss any new business items they may have. One item to mention is that a resident at 11140 West St. would like to have his street tree evaluated. He stated that there have been some large limbs that have fallen into the street in the past but during this last wind storm, a very large limb came down narrowly missing their home. He would like to see if the tree could be taken down.

After addressing all of the scheduled agenda items, the Chair could ask for any other business as appropriate under the Tree Commission Ordinance before entertaining a motion to adjourn.

Respectfully,

Jordan D. Daugherty  
Village Administrator

## Whitehouse Tree Commission

February 28, 2019

**Attendees:** Sheri Luedtke Chair, Amy Schultz Vice-Chair, Richard Bingham Council Rep, Dianne Toffler, Mark Thomas Village Rep, Michelle Tippie

The meeting was called to order at 19:02.

A motion to accept the January 2019 meeting minutes as submitted was made by Amy Schultz and seconded by Dianne Toffler. The motion was carried unanimously.

### **Old Business:**

Mark Thomas reported that there was no major tree damage from the wind storm. He also reported that the Tree City USA flag is now flying in Village Park.

Councilman Richard Bingham reported that he presented the discussion of the Trail of Memories to Council and there was support voiced by his colleagues for the project. Christine Manzey and Elliot Tramer are working on the concept to implement this in Whitehouse.

### **New Business:**

**Arbor Day:** The 2019 Arbor Day Celebration will be held at the soccer fields again. Sheri Luedtke will call her contact at the Elementary school and have a date by the March meeting. The Commission members chose the Concolor Fir as the tree that will be distributed at the event. Mark Thomas will take care of ordering 200 of these. Mark stated that the Village supplies the bags for the trees and that LSWD provides the information tags. Commission members will meet at the shelter house in Village Park at noon the day of the event to bag up the saplings.

The project for the students attending the event will be to color a brown paper shopping bag with information about invasive insects. The teachers will be provided with reports about the invasives that are a concern in our area, along with video clips that can be presented to the classes. Sheri Luedtke will contact Kroger to get the bags which will be taken back to the store when they are complete. Kroger will then use the bags to help spread the message throughout our community.

It is uncertain if there will be a spring newsletter so it was decided that an article about not moving firewood will be put together for the Village website.

**2019 Growth Award projects:** The Arbor Day paper bag project should be able to be submitted. The Trail of Memories could very well qualify for points in multiple categories. It is the Commissions intent to continue the clearing of invasive species around the large quarry. We are hoping that Elliot Tramer has a contact with the University that can assist us now that Janet Traub is no longer a member.

Sheri has asked that all Commission members make their annual review of the Tree Commission Ordinance prior to the March 2019 meeting. We will discuss if there are any updates needed.

**Tree Commission 02-28-19 cont.**

Sheri also feels that Commission members should be familiar with the document and be able to answer questions about it if they come up.

**Other business:**

Tree Commission Academy Graduation will be held in Council chambers on 03-07-19 from 11:30-1:30. Luncheon will be followed by the Academy Seniors project presentations. Our own Dianne Toffler will make her presentation about the Whitehouse Tree Commission and our community trees. Congratulations Dianne!

A motion to adjourn at 19:45 was made by Dianne Toffler and seconded by Amy Schultz. The motion was carried unanimously.

Respectfully submitted by Michelle K. Tippie