



January 22, 2021

Meeting Notice
Tree Commission
January 28, 2021

Notice is hereby given that the Tree Commission of the Village of Whitehouse, Ohio will meet on Thursday, January 28, 2021 at 7:00 p.m.

Due to the coronavirus (COVID-19) pandemic, Whitehouse Village Council is holding all public meetings remotely. You access the meeting by dialing **1-312-626-6799**. You will then be prompted to press the following Meeting ID **810 9291 2790**. The Passcode is **875653**. You may also access the meeting online at **zoom.us** and click on "Join a Meeting". Use the same Meeting ID and Passcode. To help minimize background noise, **please make sure that you mute your microphone.**

AGENDA

- I. Call to Order
- II. Approve Minutes of the October 22, 2020 Meeting
- III. Elect Officers for 2021
- IV. Old Business
 - A. Tree Inventory
 - B. Forms & Docs
- V. New Business
 - A. Prepare Meeting/Event Plan for 2021
 - B. Confirm Commission Members for 2021
 - C. Plan Spring Seminar
 - D. Review Two Trees at the Corner of Dutch Rd and Finzel Rd
- VI. Discuss Other Issues as Appropriate under the Village Charter
- VII. Adjourn

Submitted by:
Jordan D. Daugherty, CPA
Village Administrator

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Whitehouse Tree Commission
Minutes of October 22, 2020

Present: Sheri Luedtke, Chairperson; Christine Manzey, Amy Schultz, Dianne Toffler, Elliot Tramer, Council Representative, Richard Bingham; Public Works Representative, Mark Thomas

The meeting was called to order by Sheri Luedtke at 7:00 P.M. The minutes from September 24th were approved as corrected. (moved by Chris Manzey, Seconded by Amy Schultz)

Old Business:

- A. Tree City USA and Growth Award were finalized. All requirements were met except a public Arbor Day. Because of COVID the rules were relaxed to eliminate a public tree planting. Mayor Atkinson wrote and read a Arbor Day Proclamation at a council meeting. After a discussion, it was decided that Whitehouse has enough projects points to apply for a Growth Award again this year.
- B. Elliot reported that he finished the reports for all the cemeteries we evaluated for the Cemetery Board. He still wants to work on the maps that go with the reports. Sheri Luedtke will attend the November Cemetery Board meeting and give the reports. The meeting will be on Monday, November 16th. at 6:00 in council chambers in Waterville. This cemetery project will be a growth award project.
- C. Quarry Invasives: It was decided to eliminate this project since Metroparks seems to have taken over this area.
- D. Tree inventory: Mark suggested we needed to come up with a replacement tree because we are not able to get the Sassafras tree from North Branch. Amy and Sheri will come up with a replacement tree.
- E. It was noted that April Cline will update the master plan when the tree commission has updated information.
- F. There was nothing under Forms and Docs.

New Business-

- A. A large silver maple at the North side of the log cabin is in decline. It has dropped several large branches and is considered for removal. Pictures of the tree were passed around all commissioners. A discussion of trimming verses removal was held. All risk factors were considered. There was a motion to have the tree removed. (Christine made the motion, Amy seconded it). Motion passed.
- B. A short discussion was held on the webinars that are put on by The Tree Fund. Several members have watched them and they are very informative.
- C. November 19th is the date of the next meeting because of Thanksgiving being on our regular meeting date.
- D. There was a motion to adjourn (Amy 1st, Elliot 2nd). Meeting was adjourned at 7:50

Respectfully submitted,

Dianne Toffler

2020 Tree Commission Meeting Plan

<u>Meeting Date</u>	<u>Business Items</u>	<u>Minutes</u>
January 23, 2020	Confirm Commissioners for 2020, Elect officers, Review Eagle Scout Project , Spring Seminar, Spring News, Tree Inventory, Forms & Docs.	Michelle Tippie
February 27, 2020	Arbor Day planning, , Projects for growth award, review & update tree ordinance, Eagle Scout Project, Tree Inventory, Forms & Docs.	Michelle Tippie
March 26, 2020- Cancelled	Finalize Arbor Day planning, Tree City USA 2020 attendance, Earth Day Shredding, Plan Eagle Scout Project, Tree Inventory, Forms & Docs.	Diane Toffler
April 2020	Earth Day - Shredding	
April 23, 2020- Cancelled	Begin Flower & Market Day planning, Summer Newsletter , Tree Inventory, Forms & Docs.	Christine Manzey
May 6, 2020	Tree City USA 2020 Celebration - Bowling Green	
May 8, 2020	Arbor Day Celebration Event	
May 28, 2020- Cancelled	Discuss EAB and ALB awareness, Review Market Day Review Tree City 2020 Award Ceremony Tree Inventory, Forms & Docs.	Amy Schultz
May/June, 2020	Eagle Scout Project Dedication	
June 25, 2020	Prepare article for fall, Update Tree Inventory Plan Farmers Market, Review Master Plan Tree Inventory, Forms & Docs.	Diane Toffler
July 23, 2020	Review 2020 updates for Tree City USA certification. Fall news article. Review Market Day. Quarry Invasives, Tree Inventory, Forms & Docs.	Elliot Tramer
August 27, 2020	Begin formal preparation of Tree City USA renewal and Growth Award applications Tree budget preparation, Market Day Review, Review fall tree planting schedule. Quarry Invasives, Tree Inventory, Forms & Docs.	Christine Manzey
September 24, 2020	Review Market Day, Growth and Tree City Award Review Schedule Quarry Invasives. Tree Inventory, Forms & Docs.	Elliot Tramer
October 22, 2020	Finalize Tree City USA renewal application and Growth Award applications. Review Quarry work Tree Inventory, Forms & Docs.	Diane Toffler
November, 2020	Northwest Ohio Urban Forestry Seminar	
November 19, 2020- Cancelled	Prepare meeting/event plan for 2021, confirm Commission Members for 2021, winter news article. Tree Inventory, Forms & Docs.	Amy Schultz
December, 2020	No meeting - Merry Christmas Everyone	

2021 Tree Commission Meeting Plan

<u>Meeting Date</u>	<u>Business Items</u>	<u>Minutes</u>
January 28, 2021		
February 25, 2021		
March 25, 2021		
April 2021	Earth Day	
April 22, 2021		
May , 2021	Tree City USA 2021 Celebration	
May , 2021	Arbor Day Celebration Event	
May 27, 2021		
June 24, 2021		
July 22, 2021		
August 26, 2021		
September 23, 2021		
October 28, 2021		
November, 2021	Northwest Ohio Urban Forestry Seminar	
November 18, 2021		
December, 2021	No meeting – Merry Christmas Everyone	



