

Whitehouse

November 14, 2024

Meeting Notice Tree Commission November 21, 2024

Notice is hereby given that the Tree Commission of the Village of Whitehouse, Ohio will meet on Thursday, November 21, 2024 at 7:30 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 September 26, 2024 & October 24, 2024 Meetings
- III. Old Business
 - A. Tree Inventory
 - B. Forms & Docs
 - C. FaceBook Ideas
- IV. New Business
 - A. Prepare Meeting/Event Plan for 2025
 - B. Confirm Members for 2025
- V. Discuss Other Issues as Appropriate under the Village Charter
- VI. Adjourn

Submitted by:
Jordan D. Daugherty, CPA
Village Administrator

Whitehouse Tree Commission (TC)
Minutes of meeting of September 26, 2024

Attendance: Commissioners Sheri Luedtke (Chair), Chris Manzey, Amy Schultz, Michelle Tippie, Diane DeYonker, Laurie Mauro, and Elliot Tramer. Council representative Steve Connelly, Staff representative James Forrest

Meeting was called to order by Sheri Luedtke at 7:30 p.m.

Minutes of the August 29, 2024 meeting were approved

Old Business:

- (1) Data in support of our Tree City USA renewal are being gathered. The 2024 growth award application is also being prepared; we should have enough points to qualify.
- (2) Tree Inventory: James reported 34 tree removals to date; 57 new trees are scheduled for planting, some as replacements and others in new locations. James requested recommendations on replacement of master-plan-designated trees for segments of Field Street (hickories not available) and Logan Street (sourwood not available). A deviation from the master plan is also required for an address on Heller Street due to overhead wires. Elliot, Chris, and Sheri will meet next week to select replacement trees for those locations.
- (3) Forms and Documents: Nothing to add.
- (4) Facebook ideas: Chris has provided good Spotted Lanternfly information for posting

New Business:

- (1) Story Walk: \$7,000 in Covid funds may be made available. Steve has presented the idea to Council, which was favorably received.
- (2) Student intern: Steve will meet with teachers and biology classes at Anthony Wayne HS to inform them of the availability of internships with TC later in the 2024-25 academic year. He has generated a recruitment letter that spells out the opportunities and advantages of participating. TC is enthusiastically supporting this idea.
- (3) Removal of *Ailanthus* trees from around the quarry lake will be scheduled for spring, in conjunction with the Metroparks.

Adjournment.

Respectfully submitted,

Elliot Tramer

Whitehouse Tree Commission (TC) Minutes
Meeting of October 24, 2024

Attendance: Diane DeYonker, Christine Manzey, Laurie Mauro, Amy Schultz, Michelle Tippie, Elliot Tramer, Steve Connelly (Council rep), James Forrest (Public Services rep)

The meeting was called to order by Vice-Chair Amy Schultz at 7:35 p.m.

The minutes of the September 26, 2024 meeting were unavailable and will be voted on at the November meeting.

Old Business:

- A. Tree City USA renewal and 2024 Growth Award: Elliot reported that he met yesterday with Jill Gundy, who informed him of Sheri Luedtke's recent accident. Jill will move forward with the renewal application, since she has done it many times now, and will contact members of TC if she needs our help and Sheri is not available to provide it. Elliot provided Jill with materials for the growth award application; accomplishments worth 15 points are being submitted.
- B. Tree Inventory: Five TC members spent multiple hours in the community this fall updating a portion of the tree inventories done (mostly) in 2009. So far about 35% of approximately 1600 residences in Whitehouse have been surveyed. The updates will be provided to the Village GIS person via Steve Pilcher for entry into an electronic street tree database. Hard copies are also being put into binders for deposit in the TC cabinet. In response to Elliot's query to Mr. Pilcher for clarification of the limits of public rights-of-way, a map is being prepared for future guidance.

James reported that 44 new trees were ordered, 25 from Woody Warehouse and 19 from North Branch. 27 are replacements; the rest are for new residential developments. James also mentioned that the tree recommendations he requested from TC last month for Field, Logan, and Heller Streets have been provided and were satisfactory. Finally, he will check to see if his office has any Biltmore sticks that would facilitate measurement of tree DBH during our surveys.

- C. Forms and documents. Nothing new to deposit this month.
- D. Facebook ideas. Nothing new to report.

New Business:

- A. School intern program: Steve has met with teachers and a few interested students at Anthony Wayne High School. Teachers have been very cooperative, and we hope to have both Junior and Senior students involved to provide continuity for the program, numerous opportunities for involvement of intern/s were discussed.

- B. Story Boards: Council has approved the use of Covid funds for the project. TC will select the books. Chris mentioned criteria for book length (no more than 20 pages).
- C. Elliot brought up the need for new, younger TC members. TC suggested that postings soliciting applications for membership could be placed on the electronic sign, bulletin boards next to the playground in the park, on our web site, and in the Mirror newspaper. Steve will inquire about any legal considerations, etc. It is assumed that applicants must live in the 43571 zip code area; TC also felt that we should require a brief resume stating the applicant's background and why they wish to become a TC member.

The meeting was adjourned at 8:20 p.m. (moved Diane DeYonker, second Steve Connelly)

Respectfully submitted,

Elliot Tramer

2024 Tree Commission Meeting Plan

<u>Meeting Date</u>	<u>Business Items</u>	<u>Minutes</u>
January 26, 2024	Confirm Commissioners for 2024 Elect Officers, Spring Seminar, Tree Inventory, Forms & Docs, Facebook Ideas	Michelle Tippie
February 22, 2024	Arbor Day Planning, Projects for Growth Award Review Tree Ordinance Tree Inventory, Forms & Docs, Facebook Ideas	Michelle Tippie
March 28, 2024	Arbor Day Plan, Tree City USA 2023? Tree Inventory, Forms & Docs, Facebook Ideas	Open
April 25, 2024	Finalize Plan for Arbor Day Tree Inventory Update. Growth Award Tree Inventory, Forms & Docs, Facebook Ideas	Christine Manzey
April/May , 2024	Tree City USA 2024 Award Ceremony	
May , 2024	Arbor Day Celebration Event	
May 23, 2024	Discuss EAB & ALB and Potted Lantern Fly Awareness, Growth Award Progress Review Tree City 2023 Award Ceremony Tree Inventory, Forms & Docs, Facebook Ideas	Amy Schultz
June 27, 2024	Update Tree Inventory Master Plan Farmers Market Booth Plan Tree Inventory, Forms & Docs, Facebook Ideas	Diane DeYonker
July 25, 2024	Update on Growth Award Master Plan Update Review 2022 Tree City Award Progress Farmers Market Tree Inventory, Forms & Docs, Facebook Ideas	Elliot Tramer
August 22, 2024	Begin formal preparation of Tree City USA and Growth Award Applications Master Plan Update, Farmers Market Review Fall Tree Planting Schedule Tree Inventory, Forms & Docs, Facebook Ideas	Christine Manzey
September 26, 2024	Growth & Tree City Awards Review Tree Budget Preparation Tree Inventory, Forms & Docs, Facebook Ideas	Elliot Tramer
October 24, 2024	Finalize Tree City USA renewal application, Tree Inventory, Forms & Docks, Face Book Ideas Northwest Ohio Urban Forestry Seminar	Open
November 21, 2024	Prepare Meeting/Event Plan for 2024, Confirm Members for 2024 Tree Inventory, Forms & Docs, Facebook Ideas	Amy Schultz
December 2024	No meeting. Merry Christmas Everyone and a Happy New Year.	

2025 Tree Commission Meeting Plan

Meeting Date
January 23, 2025

Business Items

Minutes

February 27, 2025

March 27, 2025

April 24, 2025

April/May, 2025

Tree City USA 2025 Award Ceremony

May, 2025

Arbor Day Celebration Event

May 22, 2025

June 26, 2025

July 24, 2025

August 28, 2025

September 25, 2025

October 23, 2025

November 20, 2025

December 2025

No meeting. Merry Christmas Everyone and a Happy New Year.