

SHADE TREE COMMISSION
February 24, 2015
MOTION SUMMARY

ITEM 1. Roll Call

Chairman Carey called the meeting to order at 7:02 p.m.

Members Present: Michaela Dean, Tom Wolber, Tom Glissman, Paul Olen, Councilmember Joe DiGenova, and Vice-Chairwoman Susan Wright, Chairman Dave Carey.

Members Absent: Brenda Hendricks, Amanda Mowry, and Jim Buck.

Staff Present: Doug Richmond (City Arborist).

Motion to Excuse: Mr. Wolber motioned to excuse Ms. Hendricks, Ms. Mowry, and Mr. Buck, seconded by Vice-Chairwoman Wright. Motion approved by a 7-0 vote.

ITEM 2. APPROVAL OF MOTION SUMMARY of Shade Tree Commission meeting of January 27, 2015 as recorded and transcribed.

Motion: Vice-Chairwoman Wright moved to approve the Motion Summary for the January 27, 2015 meeting, seconded by Councilmember DiGenova. Motion passed by a 6-0-1 (Glissman) vote.

ITEM 3. PUBLIC COMMENTS

ITEM 4. INTRODUCTION of New and Reappointed Members.

Chairman Carey informed the Commission that Mr. Buck and he were recently reappointed. Mr. Glissman was introduced as a new member.

ITEM 5. ELECTION of Chairperson

Motion: Vice-Chairwoman Wright motioned to nominate Mr. Carey as Chairperson of the Shade Tree Commission, seconded by Mr. Olen. There were no further nominations. Councilmember DiGenova motioned to close the nomination, seconded by Mr. Olen. Motion approved by a 7-0 vote.

ITEM 6. ELECTION of Vice-Chairperson

Motion: Councilmember DiGenova motioned to nominate Ms. Wright as Vice-Chairperson of the Shade Tree Commission, seconded by Mr. Olen. There were no further nominations. Chairman Carey motioned to close the nomination,

seconded by Ms. Dean. Motion approved by a 7-0 vote.

ITEM 7. DISCUSSION of Arbor Day Activities

Discussion held with the Commission over the role to celebrate Arbor Day at the First Friday, City of Delaware, event on May 1, 2015, and to hand out tree seedlings at the event.

Vice-Chairwoman Wright requested the requirements for Arbor Day by Tree City U.S.A. Mr. Richmond informed that it is required to plant a tree in observance of Arbor Day. Mr. Richmond discussed potential locations and did not feel that the downtown area would be an ideal location due to the limitations of available space. Discussion held on planting the tree at the YMCA, in which Mr. Richmond agreed would be an ideal location. Mr. Richmond also felt that this location would help to draw a crowd to the ceremony. Mr. Carey plans to contact the YMCA on a location. Mr. Carey recommended that the planting take place after 4:30 p.m. to allow for school age children to be present. Mr. DiGenova recommended that seedlings be available to pass out to the children that attend the ceremony. Mr. Carey reviewed the plans for the Arbor Day ceremony and proclamation that will take place on April 24, 2015, as well as, the May 1, 2015, First Friday event.

Further discussion was held on what information to hand out at the May 1, 2015 event. Mr. Wolber informed the Commission that he has been working on a pamphlet that will provide the history and mission of the Shade Tree Commission as well as current activities, and he hopes to present a sample of it at the next scheduled meeting.

Ms. Dean recommended that coloring pages be provided to children as an additional activity to increase awareness.

ITEM 8. DISCUSSION of Annual Shade Tree Commission Report

Vice-Chairwoman Wright informed the Commission that she will present a draft of the report at the next scheduled meeting. Mr. Wolber discussed the inclusion of a paragraph stating the benefits trees have to the community and the environment.

ITEM 9. DISCUSSION of Volunteer Pruning Program

Ms. Dean discussed the volunteer program ideas that were completed by Ms. Hendricks and herself. Ms. Dean discussed the program be separated into a Stewardship Program for the day to day maintenance and activities of the program, and a Community Events Program, which would be one-time events where anyone is encouraged to attend. Ms. Dean provided an outline of the requirements and duties for each program. The Clerk provided a copy of the

outline to each Commission member present. Ms. Dean stated that copies were emailed to each member on February 18, 2015.

Mr. DiGenova recommended that a small pilot program be formed, and let it expand as it progresses. Mr. Richmond agreed, and would like to move forward with the program.

Mr. Richmond discussed the need to allow for him to provide the training for pruning, and the need for participants to have an identification badge. Mr. Richmond recommended that participants of the Stewardship program agree to eight hours of volunteer work a month, and that they will be confined to a designated area that is approved by him.

Discussion held on the responsibilities of volunteers in the Stewardship program, and Mr. Richmond felt that the role would be courteous to homeowners, but to refer any questions or complaints to him. Mr. Richmond also discussed that the volunteers would be good resources to hand out pamphlets to homeowners.

Vice-Chairwoman Wright requested that Mr. Richmond provide a list of top priorities that the volunteers would be able to assist with. Mr. Richmond discussed the need to remove tree stakes, identify dead trees, watering, distribute notification of impending pruning, liaison with homeowners, and provide light pruning.

Mr. Richmond also discussed the need for safety training and personal protection equipment, such as, reflective vest and eye wear. Vice-Chairwoman Wright discussed if a liability form would be necessary. Mr. Richmond to discuss liability concerns with the City.

Discussion held on starting the pilot program, and to train them in June. Vice-Chairwoman Wright recommends a core group of six to ten individuals for the pilot program and to invite the Shade Tree members as well as the master gardeners in the City of Delaware. Vice-Chairwoman Wright informed the Commission that she will contact the master gardeners and provide them with information on the program.

Mr. Glissman discussed if younger students could be accessed to assist in handing out pamphlets.

ITEM 10. DISCUSSION of Watershed Festival

Mr. Olen discussed the success that they had in the previous year, and feels that the same information should be used as last year. Mr. Olen explained that this year the event will take place at Mingo Park, and will be outdoors weather permitting, or indoors in the case of inclement weather.

Mr. Olen discussed different activities to help engage children's interest. Mr. Wolber presented the idea of coloring pages as well as a scavenger hunt or game to identify different trees in the park. Ms. Dean recommended that to avoid damage to the trees have the children and their parents take pictures of the trees during the identification.

ITEM 11. ARBORIST REPORT

Mr. Richmond informed the Commission that there were no tree stumps removed in February 2015, and that twelve trees were pruned for street, sidewalk, and signage clearance. Mr. Richmond did inform the Commission that there were three service requests that were related to two dead trees and one due to damage from an accident. Mr. Richmond informed the Commission that the City of Delaware was approved for the 34th year as a Tree City U.S.A. member.

Mr. Wolber requested information on the salt placed on the street for snow and ice and if this could cause harm to the trees, especially newly planted trees. Mr. Richmond explained that different species of trees have a different tolerance to the salt, and that the trees selected by the roads have a moderate tolerance to withstand the salt.

ITEM 12. STAFF REPORT

Mr. Richmond provided information on the email that was sent out by Planning Director, Dave Efland, regarding Delaware City School's major improvement's projects, and the use of having a permanent preservation area designated. Mr. Richmond discussed that if the Commission has further questions, that he can notify Mr. Efland. Ordinance No 14-04 was provided to the Commission, and Mr. Olen voiced concern that the wording of the ordinance does not guarantee that this will not occur in the future. Mr. Wolber felt that it was necessary for Mr. Efland to discuss this issue with the Shade Tree Commission, and allow for the Commission to present their concerns to Mr. Efland. Mr. Richmond to notify Mr. Efland of the Shade Tree Commission concerns.

ITEM 13. MEMBER COMMENTS

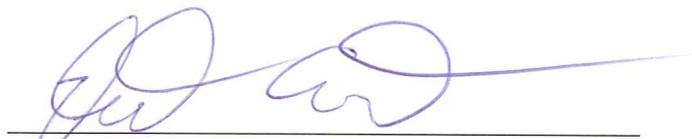
Ms. Dean stated plans to speak with the National Honor Society at Delaware Hayes High School regarding the next student representative for the Shade Tree Commission.

ITEM 14. PLAN REVIEWS

- A. Estates at Braumiller-Section 5 -Plans approved as submitted.
- B. EMS Station – Plans approved as submitted.

ITEM 15. ADJOURNMENT

MOTION: Vice-Chairwoman Wight made a motion to adjourn the meeting, seconded by Ms. Dean. The Shade Tree Commission meeting adjourned at 8:53 p.m.

A handwritten signature in blue ink, appearing to be "John Carey", written over a horizontal line.

Chairman Carey

A handwritten signature in blue ink, appearing to be "Elaine McCuskey", written over a horizontal line.

Clerk