

City of Urbana Shade Tree Commission Minutes-April 14, 2023 at 7:00PM (175)

Roll Call and Introductions:

Present: Jim Lemon; Doug Crabill; Stephanie Truelove; Lynn Mintchell; Doug George; Cindy Dunham; and Deb Aksenczuk, City of Urbana Operations Coordinator (Public Works Representative)

Reading and Approval of Minutes (11/16/2022)

The minutes from the November 16, 2022 meeting were approved as prepared. Stephanie Truelove motioned to accept these minutes as prepared, and Doug George seconded this motion. This set of minutes was approved unanimously 7-0.

Nomination for 2023 Tree Commission Chair:

Stephanie Truelove nominated Jim Lemon as 2023 Tree Commission Chair, and this nomination was seconded by Cindy Dunham. All members voted to confirm this nomination by a vote of 7-0.

Nomination for 2023 Tree Commission Secretary: Stephanie Truelove nominated Cindy Dunham as 2023 Tree Commission Secretary, and this nomination was seconded by Lynn Mintchell. All members voted to confirm this nomination by a vote of 7-0.

Old Business:

Memorial Tree Program Update: Doug Crabill reported that efforts are continuing to be made to update all Memorial Tree records into the city's GPS/GIS system, MPower. Deb Aksenczuk reported that Kerry Brugger and Chad Hall are currently reviewing existing tree related data in MPower to determine what records may be incomplete or missing. Time will be scheduled with the Engineering Technician, Clay Miller, to work through remaining updates.

Oak Dale Cemetery Arboretum Update: All trees in the cemetery will be labeled, located and documented as part of this effort. Stephanie Truelove is on the Oak Dale Cemetery board and stated that she can serve as a liaison. Deb Aksenczuk stated that she and Kerry Brugger are working on the ArbNet nomination application for Oak Dale Cemetery to be a level 1 arboretum. The final version of this application will be provided to the Shade Tree Commission once submitted to ArbNet. Jim Lemon stated that the cemetery tree count had historically been about 800 and the city street number about 1200.

2022 Tree City USA Application/Award-Update/Recap: Doug stated he submitted the application on December 2nd. The requirements are as follows:

1. Must have a tree board/commission
2. Current tree ordinance which was last updated in 2020
3. \$2.00 per capita on urban forestry related activities
4. Yearly Arbor Day celebration

Doug stated that he was going to Groveport on April 19th for the Tree City Award Ceremony for the Central Ohio Region and that the City of Urbana had met the requirements for 2022.

Memorial Trees (Fall 2022)- Marker installation

Doug Crabil reported that 4 trees were planted last year-2 in the park and 2 in the cemetery. The markers need to be ordered and that Deb Aksenczuk will look into that. Once they are received, they

will need to be placed before Memorial Day. Once they are placed, someone will notify donors and let them know.

Oak Dale Cemetery-Newer Tree Plantings-Mulching

Doug Crabil stated that the trees were mulched last year and we still had some mulch left over and it is at the park. Trees will need to be mulched this year. There is an issue of who can drive the gator. Deb Aksenczuk stated that the city park workers should be able to help with this as long as they were notified ahead of time.

New Business:

Discuss Meeting Dates and Times for 2023/Schedule: It was decided to keep the meeting on the second Thursday of the month, but Deb Aksenczuk suggested that the time be changed. Cindy Dunham stated that she gets off work at 4:30 and that time was decided on for a meeting start time. Doug Crabil and Jim Lemon stated that they were unable to attend the May 11th meeting due to other commitments. As a result, the May meeting date will be changed to May 18th at 4:30PM.

Tree Condition Report (Update Excel Sheet)-Street Trees:

Doug Crabil stated that the last update was 2020 and an inventory update will be required. Any dead trees, stumps, limbs or debris that need to be removed will be noted and if necessary property owners will be notified.

Arbor Day 2023 Planning: Doug Crabil stated we need to decide where to do the 2023 Arbor Day Ceremony. Deb Aksenczuk suggested the YMCA, Stephanie Truelove offer to call Paul Waldsmith to see if they are interested in hosting the ceremony and having the preschool kids participate in the tree planting and ceremony. Doug Crabil stated that the school is always interested and we might keep the Freedom Grove Park in mind for future tree plantings and ceremonies. April 28 is the designated day for Arbor Day. Doug Crabil stated pictures and press coverage help document the event for the Tree City USA requirement.

Misc. Business:

Stephanie Truelove stated that she enjoyed the tree pruning class. Most agreed that it was very helpful and interesting.

Meeting adjourned: Motion to adjourn made by Stephanie Truelove and seconded by Doug George. All in favor 6-0