

City of Urbana Shade Tree Commission Minutes – September 8, 2022 at 7:00PM (172)

Roll Call and Introductions:

Present: Jim Lemon, Cindy Dunham, Doug Crabill, Stephanie Truelove, and Doug George.

Absent: Charles Moody, Mark Muirhead

Reading and Approval of Minutes (6/9/2022) & (7/14/2022)

The minutes from the June 9, 2022 meeting and the July 14, 2022 meeting were approved as prepared. Doug George motioned to accept these minutes, and Cindy Dunham seconded this motion. This set of minutes was approved unanimously 5-0.

Old Business:

Memorial Tree Program Update (Update Listing & GPS/GIS Update): Doug Crabill reported that efforts continue to update all Memorial Tree records into the city's GPS/GIS system to include multiple database fields, including Latitude/Longitude coordinates. He also noted that these efforts are important for overall record keeping of the Memorial Tree plantings. Jim Lemon offered to work with Engineering Technician, Clay Miller, on these updates.

Oak Dale Cemetery-Arboretum Update: Doug Crabill reported that he hoped to submit the accreditation application to ArbNet (Morton Arboretum) for certification of Oak Dale Cemetery as a Level 1 arboretum soon from the draft application that Kerry Brugger had put together. In addition, Doug Crabill reported that the Oak Dale Cemetery Board would like an update regarding status. Stephanie Truelove shared that she is a member of the Oak Dale Cemetery Board, and she can serve as a liaison.

Karen Kerns Dresser Donation (Naming & Sign): Doug Crabill stated that Kerry Brugger reported that proposals for a new sign at the Oak Dale Cemetery entrance for Greenwood Arboretum had been received and that the proposed sign would be similar in material and style to the existing sign for Oak Dale Cemetery. In addition, new landscaping was previously installed at the Oak Dale Cemetery entrance in the fall of 2021.

Policies and Procedures (Administrative Regulation): Doug Crabill explained that the Shade Tree Commission will need to continue to develop policies and procedures that will address items not specifically addressed by the tree ordinance. Wooster, OH has a great example of policies and procedures. Potential policies include removal, owner planted trees, road/right of way blockage, reasons to warrant removal, planting/site preparation, and tree canopy goals. Kerry Brugger previously provided a draft document for a process flow for tree removals based on tree inventory results for review/evaluation by the commission. Doug Crabill shared that he would be working with other city staff to develop a notification process to initiate tree removals where needed by property owners.

Bareroot Trees: Doug Crabill mentioned that he had spoken to Scott Wiesler, SoilMoist sales representative, at the Tree City USA Awards in Mt. Vernon the prior week. Scott Wiesler suggested Schichtel's Nursery near Buffalo, NY for bareroot stock. Doug Crabill had requested an availability list previously, but he had not received any response. Jim Lemon offered to contact Schichtel's Nursery directly by phone since no response had been received by email.

Dr. E.W.B. Curry-Memorial Tree & Bur Oak @ PreK-8 School: Doug Crabill reported that students at Urbana Junior High had spearheaded an effort to plant a Memorial Tree at Oak Dale Cemetery in memory of Dr. E.W.B. Curry near the family gravesite. He reported that a local donor had paid the application fee, and payment had been made for the tree at Oak Dale Cemetery. In addition, Doug Crabill shared that a Bur Oak from the Tree City USA awards in Mt. Vernon will be planted at the school campus on September 14, 2022 at 2PM.

Summer Maintenance and Trimming Projects: Some smaller, dead trees in commercial areas were noted to require removal, and some pruning was noted to be required on younger trees around the city. In addition, it was noted that broken limbs were overhanging the street where the curbing work had recently been completed along South Main Street.

Tree Watering (Summer 2022): Doug Crabill shared that watering had only been required on a few occasions during the summer months due to consistent rainfall this summer.

New Business:

Tree City USA Update: Doug Crabill reported that all four of the Tree City USA signs had been replaced. In addition, he noted that Mark Muirhead had determined better locations for these signs, and the Street Department had installed the required posts/signs.

ODNR Tree Pruning Workshop: Doug Crabill reported that the city would still like to host a tree pruning workshop with ODNR Urban Forester, Alistair Reynolds.

Dead Trees: Doug Crabill reported that records need to be updated to reflect the locations of dead trees for removal with notices to property owners to follow.

Memorial Trees (Fall 2022): Jim Lemon offered to check on the condition of existing Memorial Trees at Melvin Miller Park. Doug Crabill will work to solicit new orders for this year's program, but he noted that some orders had already been received.

Misc. Business: Doug Crabill mentioned the upcoming Central Urban Forestry Conference at Capital University in Bexley, OH on October 14, 2022.

Meeting adjourned. Motion to adjourn, Jim Lemon; Cindy Dunham, second; all in favor (5-0).