

City of Urbana Shade Tree Commission Minutes – June 10, 2021 at 7:00PM (164)

Roll Call and Introductions:

Present: Jim Lemon, Doug Crabill, Ward Lutz, Doug George, Stephanie Truelove, and Colin Stein.
Absent: Charles Moody.

Doug Crabill introduced Stephanie Truelove who had been recently appointed by Mayor Bean to serve as the 4th Ward Representative for the Urbana Shade Tree Commission.

Reading and Approval of Minutes (5/20/2021)

The minutes from the May 20, 2021 meeting were approved as prepared. Jim Lemon motioned to accept these minutes, and Ward Lutz seconded this motion. This set of minutes were approved unanimously 6-0.

Old Business:

Maintenance and Trimming Projects: Tree trimming priorities were discussed, and a work session was scheduled for Saturday, June 12, 2021 at 7:30AM to focus on Scioto Street and US 36 East. Ward Lutz, Jim Lemon, and Doug Crabill indicated that they planned to help. In addition to the trimming of branches and removal of water sprouts and suckers in these areas, the group agreed to cut down and pile approximately six (6) newer trees that were installed as part of the US 36 East Improvements Project that had died. Colin Stein offered for the Street Dept. to pick up any remaining debris from these efforts. Other tree trimming priorities will be determined as the year progresses.

Memorial Tree Program Update (Update Listing/Tree Markers): Doug Crabill reported that Ward Lutz and Jim Lemon had assisted with the installation of eleven tree markers with one additional marker still requiring replacement due to mower damage. These new markers were installed just prior to Memorial Day. In addition, Doug Crabill indicated that he had updated the memorial tree honoree listing, and he reported that the updated version would be uploaded to the city website. Lastly, he reported that he continued to work with the Engineering Dept. regarding GPS coordinates for tree inventory efforts.

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.

Karen Kerns Dresser Donation (Naming & Sign): Doug Crabill shared that he and Kerry Brugger were working on initial signage concepts for Greenwood Arboretum at Oak Dale Cemetery in Memory of Karen Kerns Dresser. In addition, Doug Crabill shared a concept to add a sign below the Oak Dale Cemetery entrance sign that would be similar in material and style. In addition, he

shared that the Arborvitae around this existing sign had recently been removed with plans to add replacement plantings. Doug Crabill stated that he would check with Kerry Brugger to see if any progress had been made regarding a vendor and design proof for the proposed sign at the cemetery entrance.

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. In addition, Doug Crabill reported that the tree work permit process was being used for new tree plantings and tree removals as required by the updated tree ordinance.

New Business:

Mulching: Doug Crabill reported that three yards of mulch had been purchased from Mad River Mulch and Topsoil for the mulching of Memorial Trees/Kerns Dresser Trees, and he reported that city staff was concerned that the load was smaller than anticipated. Furthermore, Doug Crabill stated he would coordinate to get additional mulch picked up and ready to be spread around the trees in anticipation of the upcoming, drier summer.

Watering: Doug Crabill stated that the mulching efforts would mitigate some watering efforts, but he shared that adequate rainfall would be required during the summer months or supplemental watering of new trees would be required.

2021 Street Tree Inventory: Jim Lemon reported that he would like to update the street tree inventory for 2021. He also indicated that he plans to note areas where topsoil is needed from previous stump removal work.

Misc. Business: Doug Crabill reported that the planned Tree City USA awards that were proposed to be held in Lancaster in June had been cancelled due to the pandemic.

Meeting adjourned. Motion to adjourn, Colin Stein; Jim Lemon, second; all in favor (6-0).