

City of Urbana Shade Tree Commission Minutes – April 8, 2021 at 6:30PM (162)

Roll Call and Introductions:

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

Reading and Approval of Minutes (11/12/2020)

The minutes from the November 12, 2020 were not prepared in advance of the meeting. No action taken. These minutes will be available for review/approval at the next meeting.

Old Business:

Maintenance and Trimming Projects: Jim Lemon reported that tree trimming could be facilitated in spring of 2021. However, he stated a better plan for picking up the trimmings would have to be figured out since some of the tree trimmings from last summer/fall remained for an extended period after being cut (7-10 days). In addition, he mentioned that the park and cemetery are different regarding tree trimming debris than debris being placed/left in front of a home or business.

Memorial Tree Program Update (Update Listing): Doug Crabill reported that he would reconnect with Engineering Technician, Clay Miller, regarding GPS/database records of all memorial trees planted to date over multiple years/seasons.

Oakdale 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 Oakdale Cemetery in Memory of Karen Kerns Dresser.

2020 Street Tree Inventory: Doug Crabill reported that he would be reviewing inventory data to initiate the process for removal of trees identified as poor on the tree inventory from 2020.

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.

Memorial Tree Program (Fall 2020 Planting): Doug Crabill reported that a total of nineteen (19) trees were planted in the fall of 2020, including three (3) replacement trees from the Kerns donation, three (3) replacement memorial trees, and one (1) replacement tree at the disc golf course. Furthermore, he reported that he would start the tree marker order in anticipation of having the markers installed by Memorial Day. Also, Jim Lemon and Ward Lutz reported that mulching of the newly planted trees at Oakdale Cemetery needed to be completed.

2020 Tree City USA Application: Doug Crabill reported that the Tree City USA application was submitted by the deadline of December 4, 2020.

New Business:

Arbor Day 2021 Planning-Friday, April 30, 2021 (Proclamation/Tree Planting): Doug Crabill reported that Arbor Day would be observed in the City of Urbana on Friday, April 30, 2021 with Mayor Bean delivering a proclamation at the April 20, 2021 meeting of Urbana City Council. Due to the COVID-19 pandemic, no tree planting ceremony is required again in 2021. However, a tree planting ceremony may be held/coordinated in the fall.

-2020 Tree City USA Award Ceremony-Lancaster-June (Tentative): Doug Crabill reported that Lancaster was considering options for hosting the Tree City USA Awards for Central Ohio outside in June 2021.

Misc. Business: Bareroot tree survivability was discussed in detail (approximately 90% to date within the city). A five-year planting plan was also discussed, including soil preparation.

Meeting adjourned. Motion to adjourn, Charlie Moody; Jim Lemon, second; all in favor (4-0).