

Avon Lake Citizens Tree Commission
February 8, 2023, 7pm , Old Firehouse

Roll Call:

- **Present**
 - Voting Members: Michael Thain; Terry Robison; Amanda Byrnes; Public Works Director Kevin Brubaker; Councilperson Jennifer Fenderbosch
 - Guests: Steph Foster Miller, State of Ohio (via Zoom); Kelly Marton, Engineer

- **Not Present**
 - Urban Forester (Vacant)

Quorum: Yes

Minutes of Prior Meetings:

- Minutes from January 11, 2023 meeting
 - **Motion:** Accept revised version of the minutes. Amanda Byrnes 1st, Jennifer Fenderbosch 2nd. Unanimously approved.

City Council Report:

- **Tree Dedication and Street Tree forms**
 - Tree Dedication request
 - Miller Road Park – specimen tree
 - Terry worked with the applicant to select a bald cypress.
 - No public dedication
 - Need to determine if its ok to put the plaque on the tree trunk.
 - There are 2 versions of the Street Tree Planting Permit, depending on how you enter the site.
 - We need to decide which form is correct and make it consistent.
 - One has the trees we had removed.
 - Decided we will use the shorter document.

- **Tomorrow Night Building & Utilities Meeting**
 - Currently require companies including arborist and landscapers to be licensed, bonded, Avon Lake as certificate holder, etc.
 - Conflict – landscaper is also general contractor, need another permit and bonding with building dept.
 - Want to make a single central licensing.
 - New software should be set up to solve the problem, located in one spot.

- **Nursery Sources**
 - Finance has not added Woody Warehouse or Riverside.
 - Kevin to work with Brie on adding the new vendors.

Urban Forester Report:

- N/A

Old Business

- **Arbor Day 2023 (4/28)**
 - **Motion:** Approve the purchase/donation of a large sapling for planting at St. Joseph 2023 Arbor Day celebration. Jennifer Fenderbosch 1st, Mike Thain 2nd. Unanimously approved.
 - Terry is exploring options on getting a tree donated.
 - Biobags are purchased.
 - White pine seedlings have been ordered from Musser in Pennsylvania with a PO payment will be sent within 2 weeks.
 - Jennifer to print labels on cardstock. Index card size. Terry to write up the instructions.
- **Public Outreach**
 - Terry provided a review of efforts to date.
 - Article for Senior newsletter did not appear.
 - Reprinting an article from Cleveland.com.

New Business:

- **Ordinance Review**
 - Chapter 1065 – landscape contractors and arborists – Building & Utilities Committee (see above).
 - An attorney that works for the Law Director provided an edited version of all ordinances related to trees, based on ordinances from other cities and other sources.
 - Stephanie Miller comments:
 - 294.01 – Responsibilities and Duties instead of Goals and Objectives, BUT there is already a section for Powers and Duties. This could be removed and still be fine.
 - There are samples from the Management Plan included, which typically would not be in the ordinances (though can be).
 - 294.02 – typically only the citizen members are voting members and Councilperson and staff members are advisory only.
 - -In Avon Lake our ordinances allow these to be voting members depending on the rules of each commission.
 - Suggest cross referencing the State's sample with ours
 - Staggered appointments
 - Are 3 citizen members enough to represent the community?
 - Add something about the consequences if a member fails to attend meetings.
 - 294.03 – can add something about Tree Commission writing reports such as an annual report, e.g., state of the urban forest.
 - (1) – pruning and trimming are the same thing.
 - Maybe remove 'preservation'.
 - As it's written it seems we will be doing the caring, trimming, etc. Instead, should say 'advising'.
 - Stephanie presented a Village of Jericho example.
 - Jennifer will send out the Jericho example for Tree Commission ordinance; Terry will edit for Avon Lake .
- **North Coast Urban Forest Conference**
 - March 3, Lakeland Community College, \$50 + \$3 processing fee per person.
 - We have the registrations.

- **Motion:** to approve 3 people to attend the Tree Commission Academy. Kevin Brubaker 1st, Jennifer Fenderbosch 2nd. Unanimously approved.

Open Discussion:

- **Contracts with Tree Nurseries**

- Park Place has been waiting 2 years for trees.
- 5- or 10-year contract, insures we would always have the trees we need.

Motion to adjourn – Kevin Brubaker 1st, Jennifer Fenderbosch 2nd, Unanimously approved.

Next meeting March 8 at the Old Firehouse.

Respectfully submitted,

Michael Thain, Secretary