

Shade Tree Commission Minutes
February 10, 2022 at 7:00 pm
City Council Chambers

Attendees: Jim Dyer, Chris Fahl, Roxanne Malé - Brune, Ben Ziff

Others in Attendance: Sam Crowl, Erin Helms, Katherine Ann Jordan, David Riggs, Andy Stone

Roxanne Male'-Brune helped facilitate the meeting, in lieu of a Chair.

1. Election of Officers

Board members gave introductions, followed by all others in attendance.

2. Approval of December 2021 Minutes

Motion to approve the minutes, by Roxanne, seconded Chris. The minutes were approved without objection.

3. Guests from Arts, Parks, and Recreation Department and Service Safety

- a. Katherine Ann Jordan, Director
- b. Erin Helms, Program Operations Manager
- c. Andy Stone, Director, Service Safety

Guests were introduced as part of the initial introduction of board members and other attendees.

4. Title 33: Tree Permit, Right-of-Way Issues, Public Land

No Title 33 issues were brought forward by David Riggs.

5. Title 37: Landscape Ordinance Issues

a. Celebration and Memorial Trees

David R shared an updated application for Celebration and Memorial Trees and asked for STC comments. STC and attendees discussed the fee, \$100. Chris suggested a possible sliding scale to encourage people of all means to participate in the program. Overall, STC and City attendees were in agreement that fees should cover the price of planting and three years of maintenance. Based on external bids for planting tree bank trees, STC suggested a price of \$150 per tree, with the clarification that applicants are also expected to cover the cost of tree.

Action: Chris, Ben and David R will work on revisions to Application and Code, as necessary, and approval by City Council.

b. Pollinator Garden

The application and associated resource guides are now available on the STC website. [Shade Tree Commission | Athens, OH - Official Website](#)

The City received one Pollinator Garden application, from Roxanne. Chris reviewed, approved and returned to David R.

David R is working with Soil and Water Conservation to create a plaque for pollinator gardens. Chris suggested reaching out to Bee City, which has plaques. Athens is a Bee City Affiliate. [Current Bee City USA Affiliates - Bee City USA](#)

Action: David R will research plaque options and share with STC for input.

c. Tree City USA

David R raised the point that the City would like help from STC with the Tree City USA ([Tree City USA at arborday.org](#)) application and programming. He noted that several STC take on this responsibility. Roxanne noted that STC is eager to assist the City, but with limited resources needs to focus on core responsibilities, as set out in code. STC and City attendees discussed the possibility of increasing the size of the STC membership.

A question was raised if there will be an Arbor Day activity this year.

Action: Andy will ask Andrew C.

Andy noted that as per Tree City USA, the City needs to have a STC or arborist. Andy explained that the City does not currently have a position for an arborist. In the past, two City employees were certified arborists, but neither is in a City position that allows them to currently act in this capacity.

A question was raised if STC needs to have a direct role in Arbor Day activities.

Action: Andy will check Tree City USA documentation and let STC know.

As per Andy, a goal of the City is to maintain both a regulatory liaison (David R) and a program liaison (TBD) to STC.

Chris asked if Athens Beautification Day will happen. Sam stated that Barb Harrison (Office of Campus and Community Engagement, Ohio University) reached out to the Office of Sustainability (Ohio University) to form a partnership. The current plan is to run several activities over several days in April, in consultation with the City. The STC recommends that the City consider prioritizing planting of trees in the City right-of-way; STC should be consulted on tree selections in City right-of-way areas.

6. Maintenance of the Tree Canopy

a. Plans

Roxanne stated that STC has an advisory role to the City, providing counsel on best practices. But, as it is the City's resources that will be used to maintain trees, the City mostly likely needs to develop a maintenance plan. It was agreed that this should be done in consultation with STC, and that STC can provide examples of maintenance plans and help the City tailor these best practices to City needs.

Chris suggested, and STC members and City attendees agreed, that we need to be more proactive in working with the City to secure annual budgets for tree planting and maintenance.

ROX noted that STC included a list of possible tree sites for planting in the City right-of-way in the November 2021 minutes.

Action: Roxanne will share Nov. 2022 minutes with Katherine Ann.

Katherine Ann confirmed that the tree bank trees have been planted at the West State Street Park.

In the December 2022 minutes STC also included documentation related to best practices for:

- Proposed Tree Pruning Contract Specifications
- Tree and Plant Protection
- Tree Pruning and Removal
- Sample Tree Planting Specifications
- Tree Planting Check List

7. Discussion Items

a. Asplundh update on work for AEP

Andrew Chiki shared the list of addresses and number of trees scheduled for pruning (see attachment).

b. Neighborhood tree planting in right-of-way/review draft letter to property owners
Roxanne reviewed the letter and provided suggested revisions to the City via email.

Action: Other STC members are encouraged to provide comments to Andrew C.

Chris suggested that property owners be given an informational gift bag, helping them maintain newly planted trees. STC agreed that this could be helpful.

Action: If asked by the City, Chris is willing to help develop informational materials.

c. Arbor Day Committee request for city permission to plant trees at APT bus stops
Paperwork was not received prior to meeting; this item was not discussed.

d. Athens County Courthouse recent removal of trees without city permission

e. Permit draft (Chris Fahl)

STC members received a copy of the letter sent by the Mayor to the County. The City is waiting for a response from the County.

Roxanne questioned whether code should be modified to hold contractors responsible, in addition to individuals who contract the removal of trees.

Action: Chris to review code language and suggest changes to STC, which will then provide suggestions to David R.

Roxanne suggested that if the County does not offer a beautification plan as requested by the Mayor, then the City should consider proceeding with re-planting trees in the existing space, which is the City right-of-way. Whether charges to remove tree roots, purchase and re-plant trees should be assessed to the County is at the discretion of the City.

Action: If the City decides to replace the trees, STC recommends that the City reach out to Ann and STC (Jim agreed to be STC point of contact) to make recommendations.

STC and City attendees discussed qualifications needed for planting and pruning trees in the City, title 33.01.03. It was agreed that the language could use more specificity based on best practices.

Action: Chris to review code language and suggest changes to STC, that will then provide suggestions to David R.

7. Other Business

Andy reminded STC about the Tree Commission Academy in Logan OH, July 26 and 27, and encouraged STC members to attend. He noted that the City has funds to pay for STC professional development.

As time allows, Chris will review existing STC code language and make suggestions to STC about potential revisions.

9. Adjournment Next meeting: March 10, 2022, 7:00 PM, City Council Chamber

Attachment:

Asplundh update on work for AEP

ADDRESS	# OF TREES	NOTES
305 EAST STATE ST	1	Bamboo in alley
27 SOUTH MAY	5	
28 SOUTH MAY	2	
24 SOUTH MAY	1	Work in alley
110 ELMWOOD	2	Work in alley
31 LORENE	1	Work in alley
39 LORENE	3	
401 ELMWOOD	1	
405 ELMWOOD	1	
58 LORENE	1	Work in alley
56 SOUTH SHANNON	1	
8 LINCOLN	1	
78 SOUTH MAY	1	Work in alley
71 SOUTH MAY	1	Work in alley
58 SOUTH SHANNON	1	Work in alley
73 SOUTH MAY	2	Work in alley
62 SOUTH SHANNON	1	Work in alley
161 MORRIS	2	
193 EAST STATE ST	1	Work on Verona
19 ELMWOOD	2	
21 ELMWOOD	2	
26 ELMWOOD	1	

27 ELMWOOD	2	
40 ELMWOOD	1	
37 ELMWOOD	2	
41 ELMWOOD	2	
44 ELMWOOD	1	
55 ELMWOOD	1	Work in alley
60 ELMWOOD	1	
44 OHIO AVE	1	Work in alley
16 OHIO AVE	1	Work in alley
96 MORRIS AVE	3	Work in alley
76 MORRIS AVE	1	Work in alley
70 MORRIS AVE	1	Work in alley
20 WOODSIDE	1	
11 WOODSIDE	1	
15 WOODSIDE	3	
10 McGuffey LANE	3	
20 TULANE	1	Between Streets
326 EAST STATE ST	1	Work on Tulane
BEHIND LIBRARY	7	Along bikepath
16 MEADOW LANE	7	Along bikepath
8 MEADOW LANE	1	
6 MEADOW LANE	3	
4 MEADOW LANE	3	
18 MEADOW LANE	5	Vacant lot behind Meadow Ln
BEHIND LOWES	1	
SEWAGE PLANT	6	Along bikepath
MARIETTA MEMORIAL	3	Along bikepath
BESIDE WALMART	1	Between Kroger/Walmart
22 JACOBS	1	
20 STRATHMORE	4	
48 STRATHMORE	7	
3 HILLCREST	2	
48 GRAHAM	2	
735 EAST STATE ST	1	
15 GRAND PARK	1	
64 AVON	3	
36 PLEASANTVIEW	2	
37 PLEASANTVIEW	1	
63 AVON	1	
2001 EAST STATE ST	4	
1012 EAST STATE ST	2	Work along Cook Dr

TOTAL # OF TREES

129 TRIMS