

RSTC Minutes for January 18th, 2022

Meeting called to order at 1805 hours by Mr. Kissinger, Jr.

Special Notes:

- Meeting was held at Public Works in the lunch room with social distancing measure in place. All the necessary safety precautions were in place and all participants wore Mask.
- No meeting held for the month of December. Holiday Dinner get together instead

1. Attendance:

- a. Lester Kissinger, Jr. – City Arborist, Shade Tree Administrator / Chair
- b. Robert Reimer – Member
- c. David Moodhart – Member
- d. Margaret Yevics – Member - **ABSENT**
- e. Thomas Ryan – Member
- f. Pamela S Gockley – Member
- g. Donna Reed – City Council, **ABSENT**
- h. Jeff Thompson – Support
- i. Kyle Zeiber – Public Works Operations Manager - **ABSENT**

2. Presenters / Guests:

- a. None

3. Review of the minutes from November, 2021

- a. Motion to approve made by Ms. Gockley, seconded by Mr. Ryan
 - i. All in favor, no objections

4. Report of permits for the month of November and December

- a. Removals: 11
- b. Pruning: 10
- c. Plantings: 0

5. End of the year (2021) report of Permits

- a. Removals: 106
- b. Pruning: 52
- c. Plantings: 173

6. Arborist Report

- a. Classes Attended
 - i. Board Leaf Evergreen Identification Part 2
 - ii. Pruning Young Trees for Strength
 - iii. Professional Pest Manager School, Grantville

- b. Letters sent to Property owners for the month of November and December
 - i. None
 - c. Notice of Violations Issued
 - i. 2 for either hazards, pruning, removals or other violations for the month of November and December
 - 1. (2) moved to Citation
 - 2. (0) for re-inspection
 - 3. (7) Cases still pending Court for the year of 2020 or list as open out of 111
 - 4. (23) Cases open pending Court for 2021
 - 5. (77) Case have been closed for the year of 2021
 - d. Adopt-a-Tree
 - i. 0 – Adopt-a-Tree agreements for Spring of 2022
 - ii. 0 – Letter of interest for Spring 2022
 - e. Invoices for 2021
 - i. 0 – to property owners
 - ii. 46 – for In House work totaling \$117,750.40 for the year
 - iii. 42 – Contractor Invoices totaling \$206,328.55 for the year
 - 1. Most recent jobs for November and December:
 - a. Schlegel, Bernhardt, N. 6th
 - b. City Park
 - c. 6th & Amity
 - d. Spruce and Crystal
 - e. A-Line restorations
 - f. Oak Lane
 - g. 13th & Windsor
 - h. EJ Dives
 - i. Brookline Plaza
 - j. Oley St (Essig Park)
7. Request for Variance in having to replant
- a. None
8. Review of Zoning Plans
- a. I have reviewed the Plans for 755 Heisters Lane, City of Reading – Berks Co. Pennsylvania. I approve the Landscape Plan presented dated November 2nd, 2021.
 - b. 916 N. 9th Street. Yes a note on the plan outlining ownership would be helpful. Just reflecting on some of the past experiences as owners claim there not responsible.

- c. I have reviewed the revised Landscape Plan for M.J. Reider, 103 & 107 Angelica Street City of Reading – Berks Co. Pennsylvania. I approve the proposed Landscaping presented on SHT 3 of 4 dated November 29th, 2021 Project # 3762.
- d. I have reviewed the Site Layout, Grading, and Landscaping plan for Douglass Development Corporation, 650 Spring Street, City of Reading – Berks Co. Pennsylvania. I approve the proposed Landscaping presented on Drawing Number C.2-01, Work order # 109696.0005, dated November 30th, 2021.

9. Old Business

- a. Park Assessments
 - i. Mr. Kissinger states all the major parks have been completed. He notes he will revisit the parks during the winter months and evaluate any immediate hazards that might be present.
- b. Capital Budget 2022
 - i. Mr. Kissinger asked for ideas for 2022
 - 1. The commission would like to continue with large pruning projects such as the one that just occurred on N. 5th

10. New Business

- a. Budget:
 - i. Mr. Kissinger reviewed the end of the year budget for 2021. He states the year ended well
 - ii. Mr. Kissinger reviews the 2022 budget.
- b. Planting Projects
 - i. Mr. Kissinger states he will continue working with Larry Lloyd from Berks Nature who is interested in doing additional plantings going into 2022.
 - 1. The initial wave will be in various Parks.
 - a. Mr. Kissinger states additional trees will be planted in City Park, EJ Dives, Schlegel, and Brookline. He notes this is subject to change based off weather and availability.

11. Information:

- a. Mr. Kissinger states he continues to address the commission concerns as they are present. He asked if anyone had anything new to report.
 - i. Nothing reported
- b. Mr. Kissinger states the next meeting is scheduled for Tuesday, March 15th, 2022 at 1800 hours.
 - i. Mr. Kissinger states there will be no meeting held in February as he will be away at Symposium.
- c. Mr. Kissinger states he has begun working with Ms. Gockley about doing outreach to the realtors association and flippers who work in the City. He states

Ms. Gockley has put together a power point presentation which is currently under review.

- i. He notes there will be more to come in the coming months.

12. RSTC Observations / Concerns:

- a. None

13. Adjournment:

- a. Motion to adjourn was made by Mr. Reimer, seconded by Mr. Moodhart at 1915 hours