

RSTC Minutes for November 16th, 2020

Meeting called to order at 1610 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.

1. Attendance:

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

2. Presenters / Guests:

- a. None

3. Review of the minutes from October, 2020

- a. Motion to approve the October minutes made by Mr. Ryan, seconded by Ms. Yevics
 - i. All in favor. 3 Y, 0 N

4. Report of permits

- a. For October, 2020
 - i. Removals – 12
 - ii. Pruning – 8
 - iii. Planting – 2

5. Arborist Report

- a. Classes Attended
 - i. None
- b. Letters sent to Property owners
 - i. None for the month October
- c. Notice of Violations Issued
 - i. 15 for either hazards, pruning, removals or other violations for the month of September
 1. 3 – have be moved to citation
 2. 26 – still pending court since the start of the year
 3. 72 – cases have been closed

- d. Adopt-a-Tree
 - i. 0 – Adopt-a-Tree agreements for Spring of 2021
 - ii. 1 – Letter of interest for Spring 2021
- e. Invoices
 - i. 0 – to property owners
 - ii. 1 – for In House work during October totaling \$800.00
 - 1. This work consisted of a tree removal and planting
 - iii. 3 – Contractor Invoices for October totaling \$35,069.31
 - 1. These work orders consisted of work performed at Eglemans (ongoing), and City Park (Completed).
 - 2. Pending work order remains for Front & Schiller
- 6. Request for Variance in having to replant
 - a. None
- 7. Review of Zoning Plans
 - a. 615 S. 16th & ½ - Residential property expansion. One tree from removal rear yard. Replanting suggested.
 - b. Gateway West, 467 Tulpehocken Street –review species and quantity corrections that were made
- 8. Old Business
 - a. Park Assessments
 - i. Mr. Kissinger states the assessments continue. He notes Nolde Pines has recently finished City Park (hazardous removals).
 - ii. Mr. Kissinger states Egleman Park has been started and is ongoing. He states 30 +/- trees have been flagged for removal along with extensive pruning work to be formed
 - iii. Mr. Kissinger provided updates on the cost spent at various parks over the last 6 years.
 - 1. He read off the top five with the most expenditures:
 - a. City Park with \$117,569 over the last 3 years
 - b. Schlegel Park with \$70,258.00 over the last 4 years
 - c. Centre Park with \$46,698 over the last 5 years
 - d. Egleman with \$42,465 over the last 2 years with work ongoing
 - e. Pandora with \$41,640.00 over the last 5 years.
 - b. Mr. Slifko – Memorial Stone
 - i. Mr. Kissinger states the Centre Park Committee reached out about moving this forward.
 - 1. Updates to be provided at a later time. Awaiting a meeting date.

9. New Business

- a. Budget:
 - i. Mr. Kissinger note no significant changes to the budget since last month's meeting. He provides an update to where things currently stand up to the end of October.
- b. Spotted Lantern Fly
 - i. Mr. Kissinger states nothing new to report
- c. Capital Budget 2020
 - i. Mr. Kissinger states the plan is to use the \$100,000 allocated in the Capital Budget for this year's work. He notes currently it looks like this amount will need to be rolled into next year as it will need City Councils approval once awarded.
 - ii. Mr. Kissinger states the assessment of the trees along 5th Street from Canal north to the City Line have been completed. He states the project went out to bid and was advertised on the City's Website. He states the bid opening was scheduled for today, November 16th at 3pm.
 - 1. Mr. Kissinger states only one bid was received in the amount of \$95,000 submitted by Nolde Pines.
 - 2. The commission agrees to move forward with the sole bid and looks forward to the work being completed early next year.
- d. Tree Care Contract 2021
 - i. Mr. Kissinger states notification has been made to the purchasing office for contract extension / renewal
- e. Pesticide Contract 2021
 - i. Mr. Kissinger states notification has been made to the purchasing office for contract extension / renewal
- f. Centre Park
 - i. Mr. Kissinger states he and Kyle had a meeting with Mr. Lauter and a few committee members. He states the meeting went well. He notes the committee has concerns with the health of the trees around the center circle and seeks a plan moving forward to replace the 9 trees currently there.
 - ii. Mr. Kissinger states an agreement was made to phase out the trees over the next couple of years, 3 trees at a time until all are replaced. He notes they will start with the 3 trees currently missing and plant in the spring of 2021 with the cycle repeating after that until finished.
 - iii. Mr. Kissinger notes other replacements will also occur throughout the park as trees have come down and created some open voids. He states the Centre Park Committee would like to see some sort of flowering arrangements planted.

- g. Planting Projects
 - i. Mr. Kissinger notes the need to plan for next year's tree plantings. He states he would like to perform large planting projects in City Park, Centre Park, and Eglemans.
 - ii. Mr. Kissinger explains he has chosen these parks due to the amount of trees either lost or removed over the last couple of years. He states he believes two dozen or more trees can be planted at each location.
 - iii. The commission agrees a planting project should be done of large scale and that this should be revisited for spring of 2021.
- h. EAB reimbursement
 - i. Mr. Kissinger states he has submitted reimbursement for the 2020 treatment Ash Tree Treatment cycle to the state. He reminds everyone this is a 50:50 match. He states we should receive \$ 4,600.00 in reimbursement.
 - ii. Mr. Kissinger states the state accepted the request and will move it forward on their end for signatures.
- i. City Property sidewalk repairs / tree concerns
 - i. Mr. Kissinger provided an update that certain city properties are receiving sidewalk replacement. He notes recent concerns have been presented with some of the trees. He states some removals had already occurred with other to come in the future.
 - ii. Mr. Kissinger states the funding for this tree work is coming from the Shade Tree Budget as tree work was not bided during the time of advertisement.
 - 1. Mrs. Reed voices concern of the Shade Tree Commission having to fund the tree work. She notes she was under the impression that those funds are to come from the projects funding as she was on the committee.

10. Information:

- a. Mr. Kissinger states he continues working to address the commission concerns. He asked if anyone had anything new to present.
 - i. No one had any comments at this time.
- b. Mr. Kissinger states the next meeting is scheduled for December 21st, 2020 at 1800 hours.
- c. Mrs. Reed asked the commission to consider changing the meeting time until 4pm. She states this would accommodate her being able to attend as City Council liaison. Mrs. Reed also suggested if the consideration could be made to move the meeting to another night during the week.
 - i. Mr. Reimer explained by doing that the commission would run the risk of losing 3 of its active members. He notes it's not a good idea.
 - ii. Mrs. Reed asked the commission to give it some thought.

1. The commission agrees to discuss it at a later time.
- d. Mr. Reimer makes a motion to publish next year's meeting schedule as currently established for the Third Monday of the month at 6pm. This motion was seconded by Ms. Yevics.
 - i. All in favor 4Y, 0N
 1. Ms. Yevics notes if changes were to be made they can be discussed at the next meeting.

11. RSTC Observations / Concerns:

- a. None

Motion to adjourn was made by Ms. Yevics, seconded by Mr. Ryan at 1725 hours