

OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Tree Commission of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

Meeting of the:

Date /Time:

Location:

Members:

TREE COMMISSION OF THE CITY OF STOUGHTON

Wednesday, April 9, 2014 @ 6:30 p.m.

Hall of Fame Room/City Hall (381 E Main St, Stoughton WI 53589)

Jay Schotzko, Kevin Short, Dave Moyer, John Archer, Alderperson Tom Selsor, Urban Forester Randy Nelson, Street Department Foreman Rick Gullickson, Stoughton Utilities Director Bob Kardasz and May Donna Olson

Item #	CALL TO ORDER
1	Communications
2	Reports

Item #	OLD BUSINESS
3	Heggestad Crabapple Arboretum (McKay Nursery) – Brochure & Map
4	Updated - Emerald Ash Borer Plan
5	Wood Carving Event for Syttende Mai Discussion / Update

Item #	NEW BUSINESS
6	Approve March 12, 2014 Minutes
7	Fourth Grade Arbor Trees/Schools
8	Future Agenda Items

ADJOURNMENT

cc:

Mayor Donna Olson (Packet) - email
Council Members
Leadership Teams
City Clerk (Packet) - email
Sarah Monette (e-mail)
Matthew Dregne, City Attorney (e-mail)
Robert Kardasz (e-mail)
Maria Hougan (e-mail)
Sean Grady (email)
Deb Blaney
Bill Livick (email)
Stoughton Newspaper
WI State Journal / Capital Times
Eric Seidel, McKay Nursery

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE CITY COUNCIL

NOTE: For security reasons, the front doors of the City Hall Building (including the elevator door) will be locked after 4:30 p.m. If you need to enter City Hall after that time, please use the Fifth Street entrance or if you are physically challenged and are in need of assistance, please call 873-6677 prior to 4:30 p.m.



Street Department Forestry Report

2014

	<u>March</u>	<u>Year to Date</u>	<u>Remaining</u>
New Tree Inquiries:	1	5	-
Tree Removals:	1	1	N/A
Tree Trimming:	121	380	N/A
Tree Plantings:	0	0	0
Stump Removals:	1	1	18

The Street Department continued trimming trees during the month of March, and will now be focusing on tree removal for the next few months.

Tree injections for EAB will also be completed sometime in late spring.

Working on requests for proposals to remove @ 22 Ash trees of the 42 Ash trees list as high priority removal, street department crews will remove the other 20 trees.

Stump grinding will start once the weather cooperates.

First brush collection of the year will start Monday April 7

Account Name:	OPERATING EXPENSES	Year-To-Date Balance:	\$823.00
Account Number:	236-53300-340	Total Budget:	\$0.00
Account Type:	Expenditure	Variance:	(\$823.00)

Date	Journal Code	Reference Number	Description	Amount
04/08/2013	AP	626	INKWORKS INC	\$130.00
05/01/2013	AP	726	TRAVER, LUKE	\$168.00
05/06/2013	AP	725	YOUNGER'S WOODERY	\$125.00
09/13/2013	AP	644	KVALHEIM, KEITH	\$400.00
				<hr/>
				\$823.00

BAL 459

Account Name:	DONATIONS: TREE COM	Year-To-Date Balance:	\$1,282.00
Account Number:	236-48507	Total Budget:	\$0.00
Account Type:	Revenue	Variance:	\$1,282.00

Date	Journal Code	Reference Number	Description	Amount
03/18/2013	CR	12000150	ARBOR DAY DONATION TO STREET DEPARTMENT	\$250.00
05/01/2013	CR	12000178	RAFFLE TICKETS - TREE COMMISSION DONATIO	\$180.00
05/17/2013	CR	12000192	TREE COMMISSION DONATION - RAFFLE TICKET	\$486.00
05/22/2013	CR	12000195	RAFFLE TICKET SALES - ARBOR DAY CELEBRAT	\$366.00
				<hr/>
				\$1,282.00

HEGGESTAD'S LEGACY TO STOUGHTON

Background about doc.....

In late spring of 2012, many of the crabapples that you see before you were transplanted from the original arboretum location along industrial drive. These trees serve as an homage to Dr. Heggstad's hard work and as a reminder of the challenges these trees have overcome in order to stand with us today. You will notice many of these trees have a slight lean to them. This condition is a result of the heavy winds and tornado that struck the site in 2005.

WHY CRABAPPLES?

There are few trees that offer the range in size and shape and provide year round interest, like the crabapple. Spring emerges with a spectacular display of color and fragrance. The awesome array of variety provides almost every tone of red to green imaginable.

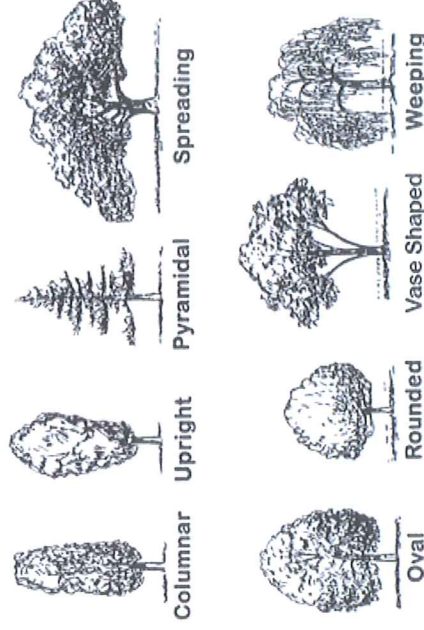
As autumn approaches, the trees are met with a delicate mix of fall hues and the fruit transforms the tree into a mix of vibrant colors. There's nothing more majestic than the way a snow accents the fruits, branches and the silhouette of the tree in the winter landscape.

It was for these reasons that Dr. Heggstad chose a palette of crabapples as a tool so that we can better understand the variation of form, beauty and disease resistance.



WHAT TO OBSERVE

In addition to its beauty, crabapple trees come in a variety of shapes and sizes. Crabapples are usually smaller in stature, and are available in a variety of forms, from more upright to weeping and even multi-stemmed shrub forms. Use this guide to decipher the many forms on display here in the arboretum.



CHOOSING THE RIGHT CRABAPPLE

Not all crabapples offer the best features, and some older varieties can even come with drawbacks. Before investing in a crabapple, learn about the most important characteristics of different varieties and plant the right one for your yard.

Consider disease resistance first. Some of the specimens planted before us today are known for great resistance to fire blight and apple scab (listed with xx). These are here as an example to help show you what the disease look like and how they affect the trees (listed with yy). Once you select a healthy variety, think about size, form and the features that make these trees unique- the blossoms, fragrance and berries.

To help support the Heggstad Arboretum or for more information on this or other City of Stoughton Parks call xxx or visit our website



Heggstad Arboretum

Guided Tree Walk

CRABAPPLE ARBORETUM



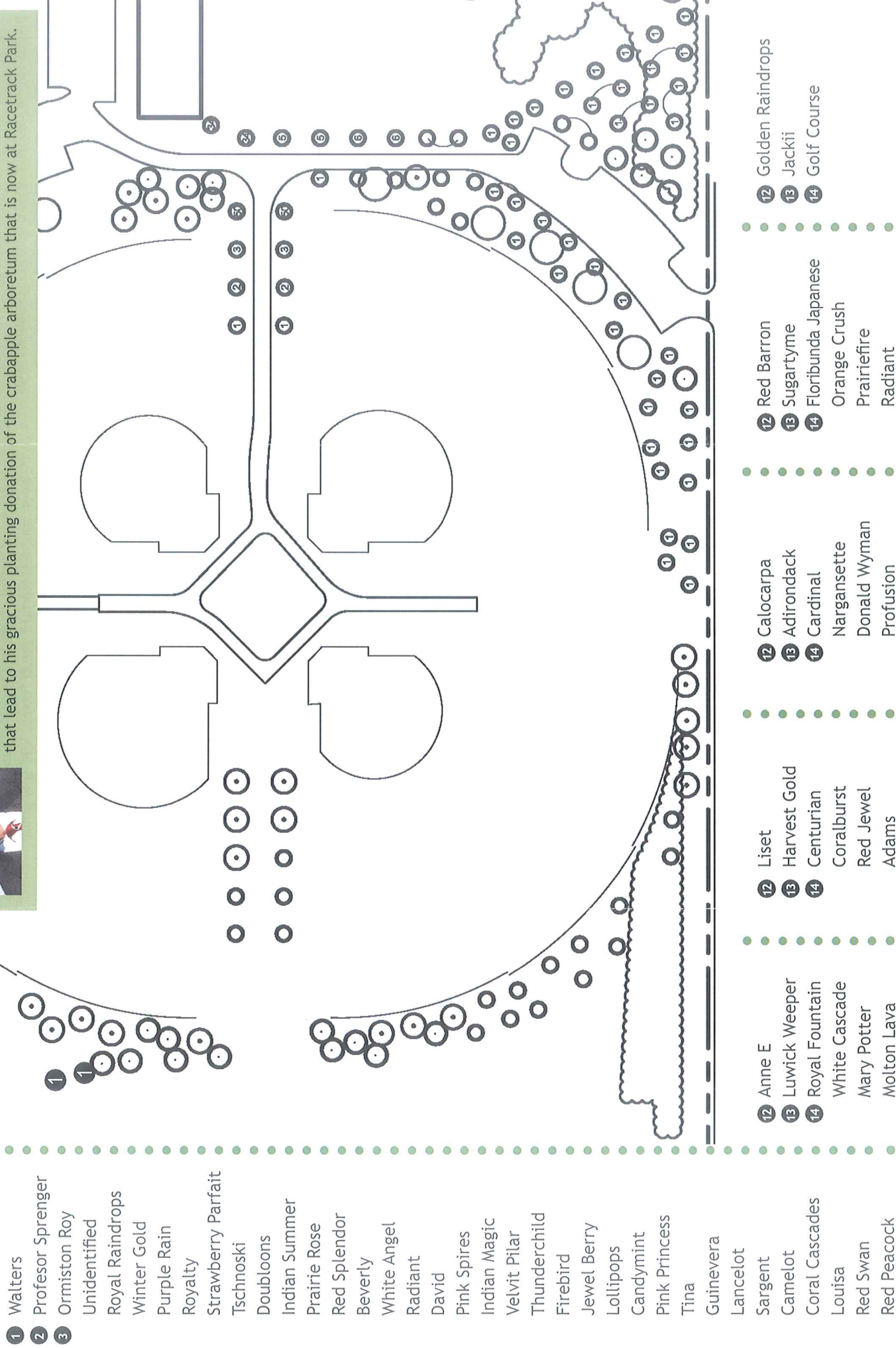
HEGGESTAD

CRABAPPLE ARBORETUM



HOWARD HEGGESTAD (1915-2000)

Dr. Howard Heggstad was both a steward to the environment and to this community. His work in plant pathology and genetics was instrumental in understanding the impacts of air pollution and has been recognized throughout the world. Upon moving back to Stoughton, it was this passion and dedication that lead to his gracious planting donation of the crabapple arboretum that is now at Racetrack Park.



City of Stoughton Emerald Ash Borer (EAB) Response Plan



Emerald Ash Borer



Members of the City of Stoughton Street Department and the City Tree Commission prepared the City of Stoughton Emerald Ash Borer (EAB) Response Plan (EABRP). EAB informational materials generated by the Wisconsin Department of Natural Resources and the Wisconsin Department of Agriculture, Trade & Consumer Protection, as well as excerpts from other local community EAB Response Plans assisted in the preparation of this document.

April 2014

Executive Summary

Wisconsin's urban ash resources consist of 5.2 million trees lining our streets, parks and natural areas. About 20% of all trees in Wisconsin's communities are ash (*Fraxinus*) trees. They have an estimated value of over \$1.5 billion and annually provide millions of dollars of environmental, social and economic benefits. This valuable resource is seriously threatened by a tiny, metallic green beetle known as the emerald ash borer (*Agrilus planipennis*). The larvae of this insect are responsible for the tree's decline and eventual death. Since 2002, when the disease was first reported in the U.S. in the Detroit, Michigan area, the EAB has infested trees in 22 states in the U.S. and 2 Canadian provinces. As of November 2013, 21 counties in Wisconsin are under quarantine.

In response to the potential threat to the urban forest, the City of Stoughton has developed an EAB Response Plan. In the spring of 2013 the City hired the Urban Tree Alliance to conduct a City of Stoughton Urban Forest Management Plan & Tree Inventory Summary (STI) to inventory the City's urban forest. The inventory was completed in the fall of 2013 and will function as the lead information document on the ash tree population within the Stoughton city limits. Upon review of the inventory, the City recognized the economic value of its ash resource and its importance to the residents' quality of life. The purposes of the EABRP are to educate and inform the City Council and local residents, best utilize City resources, and minimize the fiscal impact on City operating budgets, as well as maintaining public safety.

The City formally recognizes the following major aspects of this plan:

- The City endorses a pro-active approach with education and outreach in an effort to manage the urban forest while serving the best interests of its citizens and its environment.
- The tree inventory completed, in the fall of 2013, identified 5130 trees located on public lands and parks with the estimated value of \$7,557, 500 at this time. Of those trees, 12.4% of the trees were identified as ash trees with the ash trees having an estimated value of \$1,056,090.
- The City recommends a selected removal of ash trees on public lands in the next 5 to 10 years.
- The City does not endorse widespread use of chemical treatments to preserve the ash population, but does recognize the need to preserve and chemically treat certain high value ash trees within the community.
- The City acknowledges the need for additional resources to accomplish this project whether through the City budget, grants or cooperative agreements with other units of local government.
- This plan will be reviewed and updated as further research and facts are developed with EAB infestations and management.

Mission Statement

The City of Stoughton is developing a living document to create a strategic plan to help in prioritization, development and implementation of actions related to the threat and damage to Stoughton's urban forest caused by the emerald ash borer (EAB). The EAB Response Plan will attempt to use the most recent scientific information and identify the lowest cost for the community in order to maintain and enhance the urban forest's maximum long-term benefits to the community.

Glossary of Terms

APHIS: Animal and Plant Inspection Service thru the USDA. The Federal authority involved with EAB

Condition ratings: Condition ratings are one means of indicating the health of a tree and are in accordance with the International Society of Arboriculture (ISA) evaluation methods. This is used for prioritizing maintenance needs within the same class and priority.

DATCP: Wisconsin Department of Agriculture, Trade & Consumer Protection

DBH: Diameter at breast height. Represents the diameter in inches of a tree trunk cross-section measured at 4 ½ feet about the ground and provides a basis for estimating or identifying tree volume, value, management needs and costs, utilization options, etc.

Delimit: Establish geographic limits or boundaries. EAB quarantine areas are determined after *delimiting* or determining the extent of the area infested by EAB.

EAB: The Emerald Ash Borer (*Agrilus planipennis*) beetle.

EAB Readiness Team: Group of individuals responsible for all aspects of preparing for EAB within a particular jurisdiction or municipality. Team members have specific roles and tasks (Appendix 1).

EAB Response Plan (EABRP): A document delineating local EAB readiness activities and processes which includes scopes and purpose, authority, responsibility, policies & procedures, actions, tasks, available resources, forms & contacts, technical references & support information.

Eradication: Total elimination, according to national science panel recommendations. Wisconsin's planned response to a positive EAB find will be *eradication* and involves the removal of all ash trees within the EAB infested area as well as all ash trees within ½ mile of the outer edge of the known infested area.

Infestation: An area where the ash trees have been positively identified as having a sustained population of EAB.

Marshalling yard: A fenced-in location within a quarantine area where infested or quarantine-area trees are collected and held for further handling.

Preemptive removal: Removing trees prior to infection based on condition rating ash trees.

Quarantine area: A defined geographic area from which goods may not be transported. These areas will be established by federal and state agencies to restrict ash wood

movement out of infested areas to avoid EAB infestation of new areas. Quarantine areas can be applied to an individual property, county or entire state.

Removal: Trees would be removed rather than be pruned as a means to lessen the physical and financial burden to the City at a later date.

Structure: The “Structure” of an urban forest refers to how the age, or size, of all trees or individual species are distributed within the population.

USDA: U.S. Department of Agriculture

WDNR: Wisconsin Department of Natural Resources

What is EAB?

The emerald ash borer (EAB) is a very small but destructive beetle. Metallic green in color, its slender body measures ½ inch long and 1/8 inch wide.

The EAB is native to China and eastern Asia and is believed to have arrived in North America in wood packing materials commonly used to ship international cargo. It was first documented in 2002 in the Detroit area, but due to the insect's long life cycle within the tree and its widespread distribution, it is believed that the EAB infestation had been present for a number of years before it was detected.

Since it was first reported in the U.S. in 2002, and as of January 2014, EAB infestation has spread to over 22 states throughout the Midwest and the northeastern U.S., as well as two Canadian Provinces. In Wisconsin the first EAB infestation was detected in Newburg, WI (Ozaukee County) in 2008, and has now been confirmed in 21 counties. The nearest confirmed Wisconsin cases of EAB infestation to Stoughton were confirmed in Madison and Janesville. While nobody can determine when the EAB will arrive in Stoughton, it is generally assumed that the insect *will* arrive in the near future.

Why is the EAB important?

The EAB is an invasive wood-boring beetle that feeds on the cambium layer of native ash (*Fraxinus*) species. As the larvae feed on the tree's cambium, they interrupt the vascular system, girdling the tree. The EAB will bore into an ash tree and lay their eggs. The emerging larvae will then feed in the cambium layer thus severing the nutrient conducting tubes of ash trees. After the larvae have cut enough of these life supporting "tubes" the tree will die.

The insect threatens the entire North American native ash population, unlike past invasive tree pests, which have only threatened a single species within a genus. The EAB is now one of the most destructive non-native insects in the U.S. It has killed at least 50 to 100 million-ash trees and threatens to kill most of the 8 billion ash trees throughout North America. The potential damage of this insect disease rivals that of Chestnut blight and Dutch elm disease. Currently no ash trees in the U.S. have demonstrated resistance to this pest. Also there are no known natural predators of EAB.

All areas with ash tree populations will be eventually invaded by the EAB and go through the EAB curve of death. How a town or a city prepares for this arrival is important. Having no plan will mean trees will die quickly. Dead ash trees will be everywhere, faster than expected. Because the volume of trees that die at one time is often so large, cities and homeowner groups are caught unprepared and not able to remove the trees because of the lack of resources as well as available removal services. In the past, cities that were not prepared for this onslaught of dead ash trees are now dealing with tree limbs falling and the inability to either raise the dollars or find the skilled manpower needed to remove the trees. Dealing with this scenario carries a very high cost. However, having a planned management strategy will cost far less, spreading these costs

out significantly longer. In addition, important ash trees will be alive for many years – far less expense than removal and replacement.

What are the signs or symptoms of an EAB infestation?

It is extremely difficult to determine whether an ash tree is infested with the EAB because tree decline is so gradual and symptoms may not be noticed in the first 1-2 years of infestation. Early symptoms of an infestation may include dead branches near the upper crown of the tree, leafy sprouts growing out from the tree's base, possible vertical bark splits and D-shaped exit holes. There may also be significantly increased woodpecker activity. Typically in the third year after infestation, the tree will exhibit significant dieback. By the end of the 4th year after the original infestation begins, the tree will be dead.

The EAB Response Plan (EABRP)

The initial preparation for the arrival of this devastating disease to the City will be to develop an EABRP to delineate and recommend actions that the city should adopt policies and action to counter this disease. The plan will serve as a template for management of the EAB, but may change as circumstances arise. In addition to many of the aspects in dealing with the EAB infestation issues, the plan will have the following major components:

1. Pre-event planning and preparations
2. Event management
3. Post event management

PRE-EVENT PLANNING AND PREPARATION

Most communities that experience EAB feel unprepared for its arrival and consequences. Being proactive in preparing for EAB will help Stoughton respond more quickly and effectively when the beetle does arrive. Some of the things the City has already done in preparation include: inventorying of the ash along city streets and public parks; preemptively removed unhealthy, declining, or over-mature ash; writing an EAB response plan; and under planting ash trees with other non-susceptible species.

While there is no evidence to point out if *or* when EAB will arrive in Stoughton, it is generally assumed the insect will arrive in the very near future. The EAB has been positively located in 21 of the 72 Wisconsin Counties, including the recent 3 sites in Madison WI, the heart of Dane County. Management of EAB within Stoughton and surrounding areas will vary over time. Areas of focus may depend on a number of issues such as the location of early infestation, safety factors, budget constraints, private trees, treatment option and wood waste collection sites or marshalling yards will all have to be addressed. The EABRP will serve as a template for management of the EAB but will need to be adaptable as circumstances arise. Being prepared for these changes and knowing the options currently available will allow the City to provide information for

local residents in regard to safety, cost effectiveness, while providing for the greater good of our urban forests. The EABRP will identify current problems and threats of EAB in the urban community, address to residents how the authority and contacts to implementing the plan will be identified (Appendix A), assessment of information related to the urban ash forest from the 2013 City of Stoughton Urban Forest Management Plan & Tree Inventory Summary (STI), assessment of current available community resources, as well as communications and reporting protocols and identify members of the Community Readiness Team (Appendix 1).

Assessment of City of Stoughton Urban Forest

In 2013, the City contracted with the Urban Tree Alliance to develop a City of Stoughton Urban Forest Management Plan & Tree Inventory Summary (STI) to conduct a tree inventory and describe management objectives and actions needed for the city's urban forest. Stoughton is home to two susceptible ash species, the white ash (*Fraxinus americana*) and green ash (*Fraxinus pennsylvanica*). The STI identified 642 ash trees currently on the city owned properties, but there may be several times that number on public woodlands and private property. For example, during a blue ribbon tying event, the Stoughton Street Department (SSD) street crew identified approximately 600 more ash trees at Race Track Park and other non-inventoried areas. This is approximately 20% of the total population **of the municipal owned urban forest**. While this is a large number of trees, it is a manageable number and the average diameter is only 12". Other communities may not currently be removing healthy ash trees in anticipation of the EAB, but are removing ash in poor or very poor condition. Stoughton has worked to identify high value ash with 89 ash trees already on the removal list for reasons "unrelated" to EAB and an additional 119 in poor condition. It is advisable to remove these ash trees prior to EAB because they are already high-risk or declining.

Assessment of Stoughton Street Department (SSD) Staff and Current Activities

A schedule of activities has been developed based on inventory findings and is broken into two categories. The first two years of the program include one-time activities such as removals and high priority trees to be pruned that were identified during the inventory. Beginning the third year, the City will begin its routine maintenance program. All three years have similar time and monetary investments, but the routine activities will occur annually in perpetuity and so will be the focus of this discussion.

Typically, forestry work is performed periodically throughout the year with emphasis on winter pruning/removals, and spring and fall plantings. Additionally, for safety and effectiveness, most activities necessitate a minimum three-person crew.

Additional duties identified in the plan to be completed annually include increased amount of the following forestry activities: planting at least 200 trees, routine / training / safety pruning 855 trees (6-year cycle), removing 100 trees and monitoring 250 trees.

Forestry activities will be reviewed to best handle routine activities and EAB removals. Using private contractors for removals of infested trees will need to be considered so other tree pruning or removals get addressed.

Table 1. Routine Forestry Activities of Stoughton Street Department

Activity	Current	Projected
Routine Removals	83	100
Safety Pruning	200	355
Routine/Training Pruning	400	500
Tree Planting	217	200
Tree Monitoring	Varies	250

Tree Removal and Pruning

The 2013 STI identified 232 trees located on public lands were recommended for removal based on injuries or damage to the trees which would in most cases cause these trees to die and pose a potential danger. Of the 232 trees identified, 211 were classified as “hazardous” and were recommended they be removed within a year, with the remaining 21 to be removed within 1-3 years.

On an annual basis, the city prunes 600 trees, removes 45-50 trees and replants between 70-90 trees. Trees of all sizes should receive beneficial pruning including trees less than 6” in diameter that are designated as “training prunes” and should receive a pruning once every third year until it can no longer be pruned from the ground.

While the City prunes a portion of its trees yearly, it is not pruning all of its trees as frequently as recommended to achieve maximum health and tree longevity, each tree should receive a pruning/inspection once every five years. The budgets discussed in this plan are based on this five-year cycle. However, some communities have extended their pruning cycle to seven years as a means to lower annual budgets. While the five-year cycle is ideal, it is acceptable to prune on a seven-year basis.

Stoughton Forestry Department

Stoughton does not have a designated forestry department; however, they have a forestry program within the SSD under the direction of a Street Superintendent. Stoughton hired an ISA Certified Arborist forester whose duties currently include responding to public requests, planning, preparing, and completing work orders for the SSD. The city forester is dedicated to forestry, but also assists SSD crew perform other street department tasks. The forester will also assist staff to answer calls, meet with residents, perform special inspections and be part of the tree removal / pruning crew.

With a tree population of well over 5,000 and the additional work duties and tree removals identified, Stoughton should allow the city forester at least 16 hours of work weekly. The demand on this position will greatly increase once the EAB infestation is identified as workloads significantly increase.

Additional Staff Needs

When EAB arrives, at least 642 trees will need to be either removed or treated. The SSD will be under manned to deal with this and may want to consider hiring additional employees or contract out removals so that they will be able to deal with the additional workload generated by EAB. The SSD works with limited staffing levels to perform all aspects of its necessary forestry operations. It is recommended the City hire at least one additional staff member to adequately perform the actual work duties identified in this plan. Hiring an additional employee would allow additional and necessary forestry work to be completed and assist with other routine SSD forestry activities.

While the additional employee should have urban forestry qualifications and or ISA certification, they will be used during the off-season for other SSD activities. Additionally, any employee that will be performing forestry work should receive consistent training on proper procedures. As well as equipment training, these employees should receive training on: removals, proper pruning procedures, construction damage and proper tree planting.

Number and types of SD equipment and operating costs

The SSD's equipment includes: a 55' aerial truck, 9 dump trucks, 3 pick-up trucks, 3 one-ton dump trucks, 2 front end loaders, 1 backhoe, 1 Skid steer (with grapple and stump grinder attachments), Tool cat, 5 chainsaws, 15" chipper, 3 pole saws, 4 hand saws, hard hats, ear protection, safety glasses, chaps, gloves and rigging equipment. City crewmembers complete the bulk of equipment repair in-house. Stoughton's street department crew has previously completed all tree work. Work around utility lines should be scheduled in conjunction with Stoughton Utilities.

The current amount of equipment is sufficient to complete all aspects of a forest operation. The City has a Fleet Replacement Fund to schedule replacement/additional equipment.

Debris Handling Locations (Marshalling yards)

Currently, Stoughton's current wood residue policy is to chip suitable branches and provide chips to city residents and offer bales or trunk wood for firewood. The City stores wood chips at the northwest corner of Race Track Park and these chips are available to any interested parties who may remove the chips at their convenience. The City also removes wood from public areas and places it in a holding yard. The wood is also available to interested parties who may remove the wood at their convenience.

Emerald ash borer will require a much broader and ambitious wood residue policy. As of January 2013, the City has approximately 175 yards of wood chips and over 730 cubic yards of solid wood waste. Stoughton should identify immediately larger more suitable sites for wood waste storage areas. The City may also want to begin negotiating agreements with wood mills and firewood suppliers to remove some of the wood from the holding yard.

Other actions do include Stoughton's recycling program, TreeCycle, with multiple partners throughout the municipal government, private businesses, schools, clubs, etc. This is helping reduce some wood waste. Also more avenues for wood chip residue need to be identified (e.g., nurseries, landscapers, bio fuel, etc.).

Pre-Event Communications

Prior to the discovery of an EAB infestation within Stoughton an EAB Response Plan will be established and be posted on the City Web Site to provide information to the public about this disease, actions the City may undertake, and answer questions regarding this urban forest disease.

The SSD, City Forester, and Tree Commission have also reinforced coordination and communication with Media Relations Experts working within the City whose role will be to effectively deliver press releases and communications to the public as to actions to be taken by the City once the infestation has been confirmed. These actions may include selective tree removal prior to a confirmed infestation, criteria for selective treating of trees on City property, replanting efforts, wood disposal, and contact information. This will be done through local and regional newspapers and television stations through links already established by the Media Relations Experts.

The SSD, City Forester, and Tree Commission have also established and reinforced links of communication with state and federal agencies whose role will be to immediately define areas of quarantine of ash trees and their byproducts and regulate those quarantines.

EVENT MANAGEMENT

It is safe to assume that when EAB infestations are found in Stoughton, tree removal will become the number one priority within the street department duty roster. Most routine forestry activities may also take a backseat for 1-2 years and it is especially critical to begin routine pruning now so that a brief recess from these activities will be felt less.

Quarantine Information

Confirmation of an EAB infestation will result in quarantine regulations covering resources which may spread EAB, including: ash trees, limbs, branches or roots, ash logs, slabs or untreated ash lumber with bark attached, cut firewood of all non-coniferous species, ash chips and ash bark typically larger than one inch in two diameters, or any other item which could harbor any living stage of the EAB and transmit an infestation.

Two levels of quarantine are already in place, federal and state. A federal quarantine is regulating **interstate** (between states) movement of covered materials. A state

quarantine is regulating **intrastate** (within the state) movement of covered materials. Both quarantines are being imposed concurrently. Federal quarantine may be imposed on a statewide level while the state quarantines other geographical units. In almost all cases in Wisconsin, quarantines are being established at the county level. State Regulation may be more stringent than federal regulation on movement of materials. Enforcement of quarantines falls to state and federal agency staff. Financial penalties for violation of quarantines can be substantial.

USDA and DATCP staff will work with affected industries and communities to minimize the impact of quarantines. Compliance agreements are a common tool to allow companies to conduct business while protecting areas of the state not yet affected by the EAB.

Event Communications

Once the EAB infestation has been confirmed within the Stoughton area, the SSD, City Forester and Tree Commission will begin communications to and through the Mayor and Media Relations Experts to effectively provide press releases and communications to the public as to actions to be undertaken by the City.

The City will also immediately notify the appropriate state and federal agencies in preparation for quarantine actions should they exceed our current quarantined status.

POST EVENT MANAGEMENT

Replanting Removed Trees (PEM)

Before and after the removal of ash trees, a program of replacement for more diversified species of trees should be undertaken to insure a maintenance of the urban forest and prevention of further disease occurring among a single species of tree as witnessed by the current EAB problem and the previous Dutch elm disease. An expanded and diversified urban forest canopy is highly recommended with a goal of no more than 5% of a single species and 10% of a genus. The City currently works with contractors to plant trees in new developments and it would be beneficial to discuss the increase of tree planting with responsible contractors so that Stoughton can be assured a timely diversified replanting tree program.

Some suggestions for future actions include: develop an ash preservation program that allows city residents to treat public trees at their expense; identify high value ash trees to preserve with insecticide treatment; and continue to replant greater tree diversity.

APPENDICES

Appendix 1. Community Readiness Team

Local Readiness Team Leaders:

City of Stoughton Street Department:

Contact: Karl Manthe, Street Superintendent

608-873-6303

Kmanthe@ci.stoughton.wi.us

Tasks:

- Oversee Communications / Information / Public Relations Officer, Staff Training Expert, Fiscal Manager and Community Forestry Manager
- Municipal contact for authorizing EAB actions; DATCP liaison for potential EAB finds within municipal jurisdiction
- Assess training needs of municipal staff in conjunction with Communications / Public Relations Officer
- Approve public awareness messages/projects prior to implementation
- Help site/locate marshall yards with Community Forestry Manager & DATCP
- Review municipal policy or ordinances for EAB appropriateness
- Establish protocol for reporting EAB within the municipality

City of Stoughton Street Department:

Contact: Rick Gullickson, Street Department Foreman

608-873-6303

Rgullickson@ci.stoughton.wi.us

Pre-EAB Tasks:

- Coordinate with other municipal departments to secure resources for ground operations
 - Oversee Community Forestry Technician, Debris Removal and Marshalling Yard Manager, Reforestation Advisor
 - Produce tree replacement plan, to include species, sizes and root stock as well as a planting timeline and other priorities
 - Supervise field operations, surveys and site visits
 - Establish private tree service contracts and identify tree service contractors meeting minimum qualifications and municipal standards. Arrange with electric utility for potential removal of conflicting ash trees
- Tasks Following EAB Infestation
- In conjunction with the Debris Removal and Marshalling Yard Manager, secure debris disposal site and staging areas for marketable wood waste, as appropriate, as well as determining marshall yard security needs

City of Stoughton Street Department:

Contact: Randy Nelson, Stoughton Urban Forester 608-209-7884
Rnelson@ci.stoughton.wi.us

Tasks:

- Assist Street Superintendent in providing updates and current status of the infestation to the Media Relations Experts
- Provide training updates with changing EAB status, as necessary
- Determine equipment available for tree removal, clean-up and transportation or removed ash trees to marshalling yards
- Perform day-to-day field operations with staff or contractors as directed by the Community Forestry Manager

City of Stoughton Street Department:

Contact: Vickie Erdahl, Administrative Asst. & Neighborhood Relations Expert 608-873-6303
Verdahl@ci.stoughton.wi.us

Tasks:

- Serve as neighborhood contact for and liaison between city residents and the Communications / Public Relations Officer
- Distribute news releases, information and educational materials as directed by the Community Readiness Team

Business Relations Expert

Contact: Dean Tangeman, Tangeman Tree Service 608-877-0944
Tangemantreecarellc220@gmmail.com

Tasks:

- The representative of a local business, especially one directly connected with arboriculture and act as a sounding board for local businesses affected by EAB

Fiscal Manager:

Contact: Laurie Sullivan, Stoughton Finance Director 608-873-6677
Lsullivan@ci.stoughton.wi.us

Tasks:

- In conjunction with the Community Forestry Manager, analyze the potential impact on the municipal budget, assess costs associated with the loss of public trees and assess costs associated with the loss of public ash trees determine reforestation costs
- When EAB infestation occurs, provide record keeping and financial oversight on all community functions related to EAB.

Communications / Public Relations Officer:

Contact: Pat Conlin, Police Lieutenant

608-876-3374

Pconlin@ci.stoughton.wi.us

Tasks:

- Oversee or communicate with the Media Relations Expert, Neighborhood Relations Expert, Business Relations Expert
- Oversee public awareness events, arrange for press conferences, write press releases, publish articles in municipal newsletter, maintain EAB domain on municipal Web site

Media Relations Experts:

Contacts: Christina Dollhausen

608-646-0019

Cdollhausen@ci.stoughton.wi.us

Bill Brehm

608-646-0433

Bbrehm@ci.stoughton.wi.us

Tasks:

- Identify media outlets for EAB status and progress reports
- Identify sites for providing EAB handouts to the public
- Identify EAB speaking opportunities for the Communications / Public Relations Officer
- Assist the Communications / Information / Public Relations Officer

WDNR Liaison:

Urban Forestry Coordinator for South Central Wisconsin

Contact: Brian Wahl

608-275-3256

Brian.Wahl@wisconsin.gov

Appendix 2. Procedures for Suspect EAB Samples & Reports

Insect samples will be examined by DATCP or UW for preliminary identification. Suspect EAB samples will be sent to the USDA Emerald Ash Borer identifier (Dr. James Zablonksy, APHIS-PPQ in Michigan) by next-day air. Confirmation of Wisconsin samples will be given high priority.

General Information:

The general public should contact the DATCP EAB hotline at 1-800-462-2803 or by email eab@datcp.state.wi.us.

WDNR staff should contact their Regional forest health specialist.

DATCP staff should contact Adrian Barta, (608) 224-4592 or (608) 516-0506.

UW-Extension agents and basin educators should contact UW Extension entomologists Dr. Phil Pellitteri (608) 262-6510 or Chris Williamson (608) 262-4608.

Federal land managers should contact: USDA Forest Service, Forest Health Protection, St. Paul, MN (615) 649-6264.

Arborists, municipal forestry staff and utility foresters should contact either their county Extension agent or the appropriate Urban Forestry Regional Coordinator listed. For this area the contact is Brian Wahl (608) 275-3256

Nursery & landscape personnel should contact the DATCP Nursery Program (608) 224-4572 or their county Extension Agent.

Appendix 3. Response Funding / Assessment

If the City removes and replaces all municipal ash trees, prior to being dead, the total cost could be approximately \$525,000. Using other municipalities' findings, a multiplier of 2.5 has been derived from their experiences. EAB could cost the City \$1,100,000 for removal and replacement if the trees are dead when removal starts.

Potential Funding Sources:

- Wisconsin DNR Urban Forestry Grants

At current funding levels these grants will not be able to provide funds for control. The limited funds will be best used to improve urban forest management and EAB readiness plans.
- Community Development Block Grants
- Utility companies
 - Provide assistance for removals
 - Subsidize tree planting programs that encourage conservation
- Revenue from recycling of wood waste
 - Develop relationships internal and external (e.g., lumber, furniture, mulch, fuel and other products)
- Transportation funds. Funds to help with road help, EAB in row and replanting <http://www.dot.wisconsin.gov/localgov/aid/tr.htm>
- Reallocate funds
 - Consider where these resources could best come from with the least impact on existing services
- Raise taxes
- Seek additional support
 - Community leaders enlist aid of their state & federal elected officials to increase funding for EAB
- Loans

Appendix 4. Federal and State Statutes related to EAB

Federal Statutes:

301.53 Subpart – Emerald Ash Borer

- 301.53-1 Definitions
- 301.53-2 Regulated articles
- 301.53-3 Quarantined areas
- 301.53.4 Conditions governing the interstate movement of regulated articles from quarantined areas
- 301.53-5 Issuance and cancellations of certificates and limited permits
- 301.53-6 Compliance agreements and cancellation
- 301.53-7 Assembly and inspection of regulated articles
- 301.53-8 Attachment and disposition of certificates and limited permits
- 301-53-9 Costs and charges

Wisconsin Administrative Codes

Natural Resources

Chapter NR 40 Invasive Species Identification, Classification and Control

- NR 40.01 Purpose
- NR 40.02 Definitions
- NR 40.03 Classifications
- NR 40.04 Prohibited category
- NR 40.05 Restricted category
- NR 40.06 Invasive species permits
- NR 40.07 Preventive measures
- NR 40.08 Enforcement
- NR 40.09 Interagency coordination

Department of Agriculture, Trade and Consumer Protection

Chapter 21 Plant Inspection and Plant Control

- ATCP 21.17 Emerald ash borer; import controls and quarantine

Wisconsin State Statutes

Chapter 94 Plant Industry

- 94.01 Plant inspection and pest control authority
- 94.02 Abatement of pests
- 94.03 Shipment of pests and biological control agents; pests
- 94.10 Nursery stock; inspection and licensing
- 94.46 Stop sale; penalties and enforcement

Appendix 5. City of Stoughton Ordinance related to tree issues:

Chapter 64 Streets, sidewalks, and other public places

- Sec. 64-14 Street trees
 - (a) *Purpose.* It is the purpose of this section:
 - (1) To protect against dangerous conditions which may result in injury to persons or damage to property in public areas of the city.
 - (2) To maintain plant health and guard against the spread of diseases and insect pests.
 - (3) To regulate and control the planting, removal, maintenance and protection of trees, shrubs and other plants on the public streets, parkways and other municipally owned property within the city. This may include the identification and protection of trees with historic value or having unusual qualities.
 - (4) To prescribe penalties for violations of the provisions set forth by this section.
 - (b) *Authority and power.* There is created and established a tree commission for the city, which shall consist of eight members, six of whom shall be residents of the city. The remaining two members may reside in a neighboring township within the Stoughton School District. One of the members shall be from the city council and appointed by the mayor. Five citizen members shall also be appointed by the mayor. The eighth member shall be appointed by the utilities director and shall be a non-voting member. The ninth member shall be appointed by the street superintendent and shall be a non-voting member. All members shall serve without pay. The members of the commission will elect one member as chair and one member as vice-chair annually.
 - (c) *Duties.* The duties of the tree commission shall be:
 - (1) To study the problems and determine the needs of the city as they relate to tree planting, protection and maintenance.
 - (2) To recommend to the street superintendent, the type and kind of trees to be planted in public places such as municipal streets or parks as designated.
 - (3) To assist the city with the dissemination of news and information with regard to the selection, planting and maintenance of trees.
 - (4) To help educate the public on the value of trees.
 - (5) To pursue grant monies to promote a healthy urban forest.

- (d) *Term of office.* The six members appointed by the mayor shall be appointed as follows: One council member for one year and five citizen members for three years. Successors to those citizen members appointed by the mayor shall be appointed for terms of three years. Vacancies caused by death, resignation or otherwise, shall be filled for the unexpired term in the same manner as original appointments are made. A member of the tree commission may be removed by the mayor with approval of a majority of the city council.
- (e) *Applicability.* This section provides full power and authority over all trees, shrubs and other plants located within street right-of-way, city and municipal utility easements, parks and public places of the city and to trees, plants and shrubs located on private property that constitute a hazard or threat as described herein. The commission shall make recommendations to the public works committee on such rules and regulations as it may deem appropriate for carrying out the purpose of this section.
- (f) *Licensing.* It shall be unlawful for any person to engage in the business of planting, pruning, removing, spraying or otherwise treating trees, or woody plants within the city without first producing evidence of certification/license before the city, pursuant to § 14-311
- (g) *Permits.*
- (1) *Required.* No person shall plant or remove a tree from a public area, without obtaining a written permit from the street superintendent for which no fee shall be charged. If an activity entails the felling of any tree or part thereof, located on private property, which as a result of such felling reasonably may be expected to fall upon city-owned property, a permit must be obtained.
- The application must:
- a. State the applicant's name and address and must be signed by the applicant.
 - b. Indicate in detail, the location, number, size and species of trees, shrubs or other plants that will be affected by such action.
 - c. Include additional information that the commission may find reasonably necessary.

- (2) *Performance of work.* The applicant agrees to perform the work for which the permit is sought in accordance with the provisions of this section.
- (3) *Standards and specifications list.* If the requested plant material is on the tree commission standard and specifications list, which is not set out herein but is on file in the street superintendent's office, the permit may be signed by the street superintendent. Requests for plant material not appearing on said list must be submitted to the city forester for approval prior to signing by the street superintendent.
- (4) *Denial.* The commission has the authority to deny a permit if the request is not in accordance with the provisions of this section.

(Code 1986, § 8.11; Ord. No. 0-6-2011, 3-22-2011; Ord. No. 0-6-2012, § 1, 3-27-2012; Ord. No. 0-13-2013, 7-23-2013)

Appendix 6. The EASY GUIDE to WISCONSIN'S EMERALD ASH BORER REGULATIONS

Mills and Loggers

- No movement of ash logs is allowed out of the emerald ash borer (EAB) quarantine area from April 1 through September 30 except under a DATCP or USDA EAB compliance agreement (completely debarked plus removal of ½" of wood).
- Movement of ash logs out of the quarantined area to a DATCP or USDA-approved mill will be allowed only from October 1 through March 31.
- Sawmills that receive ash logs from the quarantine area must have a DATCP or USDA EAB compliance agreement, and all ash logs and wood waste must be processed by April 30.
- Within the contiguous EAB quarantine, ash logs may move freely if reasonable precautions are taken. We recommend that logs be moved only between October 1 and March 31, and that mills process all ash materials by April 30 to minimize the spread of EAB.

Green Lumber Manufacturers

- Green ash lumber may leave the quarantine area only under a DATCP or USDA EAB compliance agreement (completely debarked plus removal of ½" of wood).
- Lumber mills that receive ash logs from the quarantine area must have a DATCP or USDA EAB compliance agreement and follow the regulations described above.
- Kiln-dried, square-edged lumber is exempt from Wisconsin's EAB regulations.

Firewood Producers and Users

- No movement of hardwood firewood is allowed out of the quarantine area.
- The only exception to this regulation is DATCP or USDA-certified firewood that has been treated.
- For more information on DATCP-certified firewood, or to obtain a current vendor list, please call DATCP at **608-516-7196** or visit **<http://emeraldashborer.wi.gov>**.
- Firewood for personal use may be moved within the quarantine, but this is strongly discouraged in order to reduce the spread of EAB.

Pallet Manufacturers and Recyclers

- All ash lumber used in pallet production must be completely debarked or heat treated prior to leaving the quarantine area.
- Pallet producers that use ash from the quarantine area must have a DATCP or USDA EAB compliance agreement.

Wood Waste

- No movement of ash wood is allowed out of the quarantine area unless chipped to less than 1" on two sides.
- Commercial woodchip and mulch producers must have a DATCP or USDA EAB compliance agreement in order to transport any product containing ash out of the quarantine area.
- Within the quarantine, it is strongly encouraged to chip all wood waste and to minimize the distance wood is moved in order to reduce the spread of EAB .

Nurseries

- No movement of ash nursery stock (any *Fraxinus* species) is allowed out of the Wisconsin EAB quarantine area.

The Wisconsin Emerald Ash Borer Program

Federal and state Emerald Ash Borer quarantine boundaries are always subject to change. If you have any questions regarding the movement of ash logs, lumber, pallets, chips or firewood, please contact Wisconsin DATCP or USDA officials:

Official Contact Information

Christopher Deegan, Regulatory Supervisor
Wisconsin Department of Agriculture, Trade and Consumer Protection
608-224-4573 or <http://emeraldashborer.wi.gov>

JoAnn Cruse, State Plant Health Director
USDA, APHIS, Plant Protection & Quarantine
608-231-9545 or Joann.m.cruse@aphis.usda.gov

Appendix 7. Ash Trees & EAB Treatment Guide and Consideration

1) Is your tree a *Fraxinus* (Ash) tree?

Yes: Go to # 2

No: Done. Plant a tree!

2) Is your *Fraxinus* tree in good health and possesses good structure?

Yes: Go to # 3

No: Possible corrective treatment or trimming or removal. Replace with a non-*Fraxinus* species.

Not sure: Retain professional help

3) Do you intend to provide preventive treatments / maintenance for the life of your *Fraxinus*'s trees life?

Yes: Go to # 4

No: Possibly treat until replacement tree is of desired size or remove / replant.

Not sure: Retain professional help

4) Would you provide preventative treatments yourself?

Yes: Read the label! Follow the directions

No: Contact reputable certified arborist to set up a maintenance program

Not sure: Retain professional help

5) Is your *Fraxinus* a manageable size for you?

Yes: See *Treesaregood.com* for help in proper care of the tree

No: Contact reputable certified arborist to discuss a maintenance plan

Permit Application

Pesticide applications permit for municipally owned trees.

Please complete and return to the City of Stoughton Street Dept. for consideration. Incomplete applications will not be processed – all info is required. Please print legibly.

Company: _____ Phone: _____

Address: _____ City: _____ State: _____

Applicator License No: _____

Tree address: _____

Adjacent Property Owner: _____ Phone: _____

Type of tree(s): (species) _____ DBH: _____

Type of Treatment: _____ or circumference in inches

Product, Chemical: _____

EPA No: _____ Application Type/Rate: _____

Date/Time of Application: _____

Signature (Home Owner): _____ Comments: _____

Signature (applicator): _____

*Approval based on city inspection

*Attach certified Arborist report & photos (if available)

*Trees must exhibit structural soundness

*Pesticide permit may be revoked at any time

*Homeowner must renew the permit **EVERY** two years.

I agree to comply with City of Stoughton Street Trees Removal and Maintenance Policy (m) Public tree care (3) regarding trees and shrubbery. I agree to hold harmless the City of Stoughton, its agents, officers, and employees for any damage or injury caused for any reason. I understand that treating trees is not a guarantee of their survival and that if any street tree fails, even though it has been treated, it will be removed. _____ (INITIAL)

Authorization: _____

Date: _____

Permit Expires on: _____

(Permit may be renewed by the City Forester at their discretion)

NOTE: If tree is found positive for infection(s) this permit may be voided and tree removed.

Submit application to: City of Stoughton
515 South Fourth Street, Stoughton WI 53589
608.873.6303

S:/Tree Commission/EAB Folder/Permit

M E M O

DATE: April 3, 2014
TO: Tree Commission Members
FROM: Vickie Erdahl, Staff Member
Tree Commission
SUBJECT: Status of Arbor Day Plans

The events official title is: "*Arbor Day Chain Saw Art Carving Event*" this brought us to the near beginning in the Syttende Mai booklet. The wording for the event was submitted.

Nelson contacted Asselson's and rented a 20 X 40 tent to be set up on May 16th @ noon. The cost was \$200.00, however, we can pay after the event.

Nelson also contacted Riley Kahl to see if he would be interested in auctioneering the event but have no response from him at this time.

The committee should think of some type of flyer to post with pictures and help with spreading the word. At the last meeting Moyer suggested putting up some sandwich boards downtown to direct people to the event.

Any other suggestions or things we should be doing to prepare?

Tree Commission Meeting Minutes

Wednesday, March 12, 2014 at 6:30 PM

Hall of Fame Room at City Hall, 381 E Main, Stoughton, WI

Members Present: Jay Schotzko, Kevin Short, John Archer, Dave Moyer, Randy Nelson and Bob Kardasz

Absent & Excused: Tom Selsor and Bob Kardasz

Guest: Eric Seidel – McKay's

Call to order: Meeting called to order at 6:35 PM by Schotzko

- 1) **Communications:** *Erdahl* discussed the 4th Grade Arbor Day tree event. *Moyer* will do Fox Prairie, *Short* will do Sandhill and *Schotzko* will do Martin Luther, St Ann's and Kegonsa unless someone else is available to do Kegonsa. Contact info will be emailed to these members to set up demonstration times.
- 2) **Reports:** *Short* requested more info to connect with the inventory to track if the goals are being met. More tree categories will be added to the report (i.e. routine prune, safety prunes, ash and will be tracked by the tree ID number.
Nelson stated that there are 28 ash trees that are being contracted out in the vicinity of Jackson / Johnson streets
- 3) **Heggestad Crabapple Arboretum Update & Brochure:** *Eric Seidel* from McKay's Nursery distributed an updated brochure. The additional trees that need to be planted should be arriving in the next three weeks. *Seidel* asked that the brochure be reviewed for spelling, layout and accuracy. One request was that a directional sign be put on (E-W, N-S). At the meeting it was decided that the trees would be completely renumbered according to the new map and then tagged for identification. *Seidel* also asked about a memorial plaque or ribbon cutting ceremony after all the trees are planted – sometime by mid May. *Seidel* stated that he is still working on the Tree Commission Logo update – wants to discuss at the April meeting.
- 4) **Emerald Ash Borer Plan Update & Discussion:** *Archer* feels that he is 95% done with the plan and is asking all committee members to read/review and send thoughts, changes, additions or deletions to him before the next meeting. Suggestion made for page 1 instead of crediting the other communities by names just state "other local communities". *Archer* would like a final discussion with *Manthe* to ensure everyone is on the same page. Tree Ordinance 64-14 Street Trees was not the most current copy of the ordinance as it has yet to be posted to the cities website. A current copy of the ordinance will be found and inserted into the package. An area *Archer* suggested working on was appendix A which is extremely wordy.
- 5) **Approval of minutes from January 8, 2014 Meetings:** Motion by *Moyer*, seconded by *Short* to approve the minutes. Carried 4-0.
- 6) **Wood Carving Syttende Mai Event:** The name of the event will be "Arbor Day Chain Saw Art Carving Event". *Nelson* is checking on an auctioneer and tents but would appreciate other people to look into renting a tent which the size estimated to be needed is at least a 20 X 30. The committee requested that a financial report from the Tree Commission donation fund be included with the other reports each month even if only to say no change. Items to discuss and resolve are advertising w/pictures, ability to accept credit cards, investigate fees involved if credit cards allowed, logs for carving (pine & spruce), and sheets produced for the silent auction and having help when the auction is going on. *Moyer* suggested having sandwich board out while the event is going on.

- 7) **Future Agenda Items:** Crabapple Arboretum Report Planting / Brochure / Map, EAB Plan, Chain Saw Art Carving Event (Sytende Mai), Arbor Day @ Schools

Motion by Moyer seconded by Archer to adjourn the meeting at 7:40 p.m. Respectfully submitted 3/17/14, Vickie Erdahl - Staff

DRAFT

2014 Arbor Day Trees**4th Graders**

<u>School:</u>	<u>Phone:</u>	<u>Count:</u>	<u>TC Member(s)</u>
Sandhill School – Melissa Snell	877-5400	_____ Students	Kevin
Kegonsa – Tina Stokes	877-5243	_____ Students	Jay or ?
Fox Prairie – Tara Hutchens	877-5100 ext 5143	_____ Students	Dave Moyer
St. Ann's – Joan Leonard	873-3343	_____ Students	Jay
Martin Luther – Judy Heitmann Note: location is @ 900 W Wilson St # 1	873-8073	_____ Students	Jay

Total:**Ordered: 325 trees****Pick Up:**