Tree Commission Meeting Minutes
Thursday, August 8, 2019 at 5:00 PM
Department of Public Works, 2439 County Hwy A, Stoughton

Members Present: Mitch Bergeson, Dean Tangeman, Mike Point, Kevin Short and Matt Bartlett

Absent & Excused:

Staff: City Forester John Kemppainen and DPW Secretary Vickie Erdahl

Guest: Michael Stacey, Zoning Administrator

Call to order: Bergeson called to order @ 5.00 PM

1) **Communications:**

- *Point* submitted $33.00 from board sales to the Tree Commission Fund.
- *Bergeson* reached out to the people regarding wood for the wagon wheel – no response at this time
- *Kemppainen* 1) suspected oak wilt at Bjoin Park and sent in samples to be tested – they came back negative 2) attended the WAA Summer conference in Green Lake, WI 3) fencing used for tree protection in construction area was moved without permission – Strand was contacted about not protecting the trees
- Boardwalk is completely installed; however, the city is still pursuing easements to extend to the west.

2) **July Forestry Reports:** *Kemppainen* stated:

- Significant time was spent notifying residents of non-compliance with brush pickup regulations. Almost 100 residents were notified to remove brush from the parkway in July.
- 20 stumps were removed from street terraces. Sites were all restored with soil and grass seed.
- Tree protection sites were monitored along Lowell Street and parts of South Monroe Street for construction. Additional tree protection fencing was installed on South Monroe Street as construction moves further north.
- Several trees and shrubs in street terraces and park setting were removed in July.
- Tree trimming was done at multiple sites for clearance purposes (over roads, buildings…)
- Attended the Wisconsin Arborist Association's Summer Conference. Educational sessions provided needed credits toward maintaining certifications.
- I was elected to the Municipal Chair of the Wisconsin Urban Wood board. I will be serving a one-year term helping to build the urban wood utilization movement.
- I assisted Stoughton Utilities with the removal of logs after a large scale tree removal project at a school district.
- Assisted with the construction and installation of a boardwalk along the Yahara River. The wood all came from ash trees removed in Stoughton.

3) **Discussion and possible action regarding Landscape Ordinance and Hazardous Tree Ordinance (78-611):** Zoning Administrator *Michael Stacey* discussed how the current ordinance works and how the permits are processed through the Planning Department and what he would like the committee's help with in revising the list for developers and in able to obtain more diversity and increase the tree canopy for the city.

Stacey will submit a few different site plans for us to review to see how points are determined. *Stacey* also suggested we review other communities plans and list of trees.

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The committee feels that there are trees that need to be removed from the list as they do not grow well in this environment (changing climax trees to preferred trees), others placed in different categories and need more appropriate descriptions of the trees themselves.

After a short discussion, the committee decided to change and have four categories in the table – large, medium, small and 0 points. Points will be changed as follows – large (60), Medium (40) and Small (20). In Ordinance 78-611 the Appendix B table will be revised to have the following headings – Botanical Name, Common Name, Category and Point Value.

Other ideas to be reviewed are having a disclaimer added, points given for tree preservation and review new trees to be added for diversity.

GOAL: Review Ordinance (78-611) and list starting with the point system, then move trees into categories.

4) **Website Update:** *Kemppainen* stated Hebert had a meeting on August 2, 2019 with the designer and pages were prepared under Square Space. Much work is needed, but questions about content were clarified.

5) **Discussion and possible action on Fall Wood Sale:** *Erdahl* spoke with AJ and confirmed that no special insurance was needed in order for the event to take place at RaceTrack Park and as long as the event was advertised to the public. Sales must be tracked and the Tree Comm. Donation Acct can be used.

Tangeman Tree Care is donating a tent to use with a table and chairs being used from the Public Works Department. Advertising for the event: Sign Board (if available), ad on Craig's List, Signs at RaceTrack Park and ads in the Hub/Great Dane two weeks prior to the event.

Point will draft the ad and place on Craig's List. *Erdahl* will obtain the information needed to place the ad in The Hub and Great Dane for September 26th & October 3rd and post to the City Website. *Kemppainen* will place the ad on the Wisconsin Urban Wood website. Only checks and cash will be accepted.

Details of the wood sale event:

- When: Saturday, October 5, 2019
- Where: RaceTrack Park Barn
- Time: 10:00 AM – 2:00 PM
- Tree Committee members will arrive at 8:00 AM to remove the wood from the barn and prepare for the sale
- Current board feet prices will be used for this sale
- Cash and checks will be accepted
- Lumber must be taken with buyer at the time of the sale
- After the sale, the remaining wood will be moved the Public Works Department and Senior Center

6) **Approval of minutes from July 19, 2019 Meeting**: **Motion by Tangeman seconded by Point to approve the minutes. Carried 5-0**

7) **Discussion on Brochure for Wood Cycle Program:** *Tabled to October Meeting.*

8) **Discussion on city brush collection:** *Kemppainen* discussed current process of a brush collection which is done 5 times a year and includes 5-6 people, 3-4 dump trucks, 1 loader and 1 back-hoe for an average of one week. Also discussed was the current challenges when doing the collection and resident's non-compliance with the rules. The committee requested more information as follows:

- Does the City have a current policy?
- What are the costs for these five pick- ups?
- How much would it cost to out-source?
- Is the city using the equipment in the most efficient way?

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- Have no special pick-ups-less confusion.
- Limit amounts that can be put to the curb

Action Item: The committee requested *Kemppainen* draft a memo with guidelines to create a policy and ideas to increase public awareness for further discussion at the next meeting.

9) <u>Discussion on Tree Canopy's:</u> *Tabled to October Meeting.*

10) <u>Future Agenda Items:</u> Website Update, Fall Wood Sale, Landscape/Zoning Ordinance, Brochure for Wood Program, Brush Collection, Parkrow Sizes, Hazardous Tree Ordinance

Motion by Short seconded by Tangeman to adjourn the meeting at 7:07 p.m. Respectfully submitted 8/20/19, Vickie Erdahl - Staff

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