

Meeting Agenda
State College Borough Tree Commission
March 23, 2018
Service Facility
12:00 p.m.

- I. Call to Order**
- II. Roll Call**
- III. Public Hour**
- IV. Approval of Minutes**
- V. Discussion Items**
 - A. Review/Comment on Tree Removal & Replacement for the Residences
 - B. Hazard Tree Removal Update
 - C. Capital Improvement Program Ideas
- VI. Items of Information**
- VII. Future Meeting Dates**
- VIII. Reports of Interest**
 - A. Arborist Report
- IX. Other Matters**
- X. Adjournment**

Documents:

[Tree Commission Agenda March 23, 2018.pdf](#)

**Meeting Agenda
State College Borough Tree Commission
March 23, 2018
Service Facility
12:00 p.m.**

I. Call to Order

II. Roll Call

Lynn Herman
William Elmendorf
Justin Wheeler
Bruce Rohrbach
Elaine Schuckers

III. Public Hour – Hearing of Citizens

IV. Approval of Minutes – January 18, 2018

V. Discussion/Action Items

A. Review/Comment on Tree Removal & Replacement for the Residences

The Residences is a high-rise apartment complex scheduled to be built at the intersection of South Atherton Street and West College Avenue. Due to the size of the project, all of the street trees adjacent to the project will be significantly impacted and the developer has requested that they be allowed to remove and replace the trees. The developer will be responsible for the value of the removed trees less any replacements that are planted.

Staff Recommendation

Staff recommends that the Tree Commission approve the removal of ten street trees to accommodate the development project and recommend appropriate replacements.

B. Hazard Tree Removal Update

The Borough has received complaints concerning hazardous trees on several private parcels that may impact public property or right-of-way. The Arborist has been working with these property owners to alleviate the situation and will update the Commission on the current status.

C. Capital Improvement Program Ideas

The Capital Improvement Program (CIP) is a planning tool used by the Borough to look at larger projects that may be coming up within the next five years. To qualify as a CIP project the total cost must be over \$25,000 and not be considered maintenance. CIP projects are due to the Administrative Office by April 6, 2018. The Tree Commission is asked to provide any ideas for the CIP that may be considered for this plan or future plans.

VI. Items of Information

VII. Future Meeting Dates

Thursday, July 19 at 8:30 am (Drive Around)
Thursday, August 2 at 8:30 am (Drive Around)
Tuesday, September 11 at 7:00 pm
Tuesday, September 25 at 7:00 pm
Thursday, November 15 at 12:00 pm

VIII. Reports of Interest

A. Arborist Report

IX. Other Matters

X. Adjournment

**Meeting Minutes
State College Borough Tree Commission
January 18, 2018**

The State College Borough Tree Commission (TRC) met on Thursday, January 18, 2018, in Room A106 of the State College Borough Service Facility, 330 South Osmond Street, State College, PA. Arborist/Environmental Coordinator, Alan Sam called the meeting to order at 12:15 p.m.

Members Present

Bill Elmendorf, Lynn Herman, Bruce Rohrbach, and Justin Wheeler

Others Present

Alan Sam, Arborist/Environmental Coordinator; Deb Hoag, Director of Public Works; Steve Shirey, Public Works Tree Division Foremen; Jake Leonard, Public Works Maintenance Specialist; Tanner Kibe, Public Works Dendrician; Autumn Busbee, Community Engagement Specialist; Christine Stephens, AmeriCorps Member; and Stephenie Grove, Staff Assistant

Election of Chair and Vice-Chair

Mr. Sam stated a Chair and Vice Chair would need to be selected for the 2018 meeting year.

Mr. Sam asked for a Chair nomination. Mr. Rohrbach nominated Mr. Herman and Mr. Herman accepted. The vote was unanimously in favor.

Mr. Sam then asked for a nomination for Vice Chair and Mr. Herman nominated Ms. Schuckers. The vote was unanimously in favor.

Public Hour

Bill Elmendorf, 125 E. Irvin Avenue – Mr. Elmendorf invited Mr. Sam and Ms. Hoag to speak to his Human Dimensions of Natural Resources-590 class to help promote Borough responsibilities in the local parks. Mr. Sam and Ms. Hoag accepted the invitation.

Approval of Minutes

On a motion by Mr. Wheeler and seconded by Mr. Rohrbach, the November 16, 2017 meeting minutes were approved as submitted. The vote was unanimously in favor.

Action Items

Request to Remove Street Tree at 262 Woodland Drive – Residents of 262 Woodland Drive made a verbal request to remove an 8” Swamp White Oak in the tree lawn in front

of their property. They have had recent issues with their sewer line. Mr. Sam described the tree and the repairs done to their sewer line. Mr. Sam recommended to keep the tree due to other options being available. Mr. Rohrbach also stated the tree was in good condition and he was also not in favor of removing the requested tree.

On a motion by Mr. Rohrbach and second by Mr. Elmendorf, The Commission approved to accept the Staff Recommendation to not remove the tree. The vote was unanimously in favor.

Discussion Items

Responsibilities of the Tree Commission – Mr. Sam and Mr. Elmendorf, for the benefit of the two new members, briefly overviewed the responsibilities and accomplishments of The Commission.

Items of information

2018 Conflict of Interest Statement – Ms. Hoag explained the 2018 Conflict of Interest Statement to The Commission and The Statement was distributed and made part of the minutes.

Set 2018 Meeting Dates – The Commission reviewed and approved the following 2018 meeting schedule:

Thursday, March 15 at Noon
Thursday, July 19 at 8:30 a.m. (Drive Around)
Thursday, August 2 at 8:30 a.m. (Drive Around)
Tuesday, September 11 at 7:00 p.m.
Tuesday, September 25 at 7:00 p.m.
Thursday, November 15 at Noon

Reports of Interest

Arborist's Report – Mr. Sam reported on recent tree related activities. Highlights included:

- Tree Crew is fully staffed for the first time in several years.
- Mr. Sam started to attend monthly meetings with the Tree Crew and Public Services Manager, Ed Holmes.
- Squeezed in one last contract in 2017. Contract awarded to Dincher & Dincher Tree Surgeon to deadwood 100 trees before April 2018.
- Borough Council reinstated \$60,000 for contract tree pruning for the 2018 budget.
- Reviewed landscaping and street tree requirements for upcoming projects with the Tree Crew.

- Sending out Request for Quotes (RFQ) for new trees by the end of the month. Desirable to purchase bareroot trees rather than balled & burlapped when available.
- Will send out RFQ for stump grinding by the end of February.

Tree Crew Report – Mr. Shirey reported on the recent tree related activities. Highlights included:

- Started tree removals in November.
- Started trimming trees on W. Doris Avenue in the fall and will return in the spring to trim E. Doris Avenue and the rest of the neighborhood.
- Erected two holiday trees in November.
- Committed to snow duties to the sidewalk areas around the Borough during the winter months.
- 90 out of 130 scheduled street tree removals completed.
- 8 out of 40 scheduled park/right-of-way tree removals completed.
- Worked on stump removal list for Mr. Sam.
- Completed flower bed design and will submit order for plants soon. Flowers purchased from Patchwork Farm Greenhouse.
- Mr. Leonard and Mr. Kibe attended the Annual Shade Tree Symposium on January 22 - 23, 2018 in Lancaster, PA with Mr. Sam.

Other Matters

There were no other matters to discuss.

Adjournment

With no further business to discuss, Mr. Elmendorf made a motion to adjourn the meeting at 1:13 p.m.

Respectfully submitted,

Stephenie Grove
Staff Assistant