

CITY OF OLNEY TREE BOARD
OLNEY CITY HALL
SEPTEMBER 28, 2017
7:00 P.M.

AGENDA #1 “CALL TO ORDER” The meeting of the Tree Board was called to order at 7:00 p.m. in the Council Chambers at City Hall, 300 S. Whittle Ave., Olney, Illinois, with Brandy McKinney presiding.

AGENDA #2 “ROLL CALL” The following Tree Board members were present: Brandy McKinney, Bill Caulfield, Chris Simpson, Kelsie Sterchi, Paige Abell, and Bill Page. Andrea McDowell was absent.

AGENDA #3 “APPROVE MINUTES OF TREE BOARD MEETING ON AUGUST 30, 2017” Mr. Page moved to approve the minutes of the Tree Board meeting on August 30, 2017, seconded by Mrs. McKinney. A majority affirmative voice vote was received.

AGENDA #4 “PUBLIC COMMENTS/PRESENTATIONS” No one from the public was present at this time. Michael Winter entered the meeting during discussion on Agenda #5.

AGENDA #5 “SELECTION OF TREE ADOPTION PROGRAM APPLICANTS” A total of 18 Tree Adoption Program applications had been received from City of Olney property owners, and some of the applicants requested more than one tree.

At the last Tree Board meeting, it was thought that trees could not be provided to public schools. Mrs. McKinney had found out that the grant would, in fact, allow for trees to be provided to public school properties. The Richland County School District had expressed interest in receiving trees, but were under the impression that they could not apply. The Board felt that if enough trees were available to cover current applicants, that any leftover trees could be provided to the District.

Mrs. McKinney suggested that she take the applications and put together a preliminary budget based off of trees requested from the applications. From there, Mrs. McKinney would get in touch with applicants to make them aware that they would need to call J.U.L.I.E. She would also have the applicants mark the area(s) where they would like to plant. From there, a Tree Board member would be scheduled to visit the site and make sure that the proposed planting area was appropriate.

One applicant wanted his requested tree to be planted 10 feet from a corner intersection. Per the City’s Code, that location would not be acceptable, and would need to be at least 35 feet from a corner intersection. The applicant would need to be contacted about planting the tree elsewhere.

On that note, Mrs. Sterchi disbursed a Tree Grant Site Visit form. The form would need to be filled out and answered accordingly, based on City Code requirements. The form would be filled out at the time of the site visit by a Tree Board member. If the planting location was not appropriate, the property owner would be contacted to either change the planting location or species of tree.

If a planting conflict occurred, Mr. Page wondered what should be done. Mrs. McKinney recommended leaving a notice of conflict where the property owner could choose either a different tree species or a different planting location that would eliminate the conflict.

Once planting sites were deemed appropriate, Mrs. McKinney would then be in touch with Keller's Landscaping on setting up a date for tree pick up. That would also be the time that applicants should provide their \$10.00 donation. Mrs. Sterchi pointed out that one applicant declined to donate \$10.00. She wondered if that made a difference to the Board. She added that one applicant offered to donate \$20.00, so that would make up the difference. Mr. Page asked why the one applicant declined. Mrs. Sterchi replied that the applicant indicated that his only income was from Social Security. The Board had no issue with accepting that person's application.

From the audience, Mr. Winter asked how many applications had been received. Mrs. McKinney replied that 18 applications had been received.

Mr. Winter then asked for the average size of the trees that would be provided. Mrs. McKinney indicated that the trees would be the size of typical nursery stock and would be about one and half inches in caliper.

Mr. Winter wondered when trees would be available. Mrs. McKinney told that would be determined by Keller Landscaping's ability to receive their order. Regardless, the trees would need to be planted in 2017. She hoped that all trees would be planted by early November.

Mr. Simpson wondered if the Tree Board would plant all of the trees in one day. Mrs. Sterchi replied that few of the applicants requested help in planting. Most of the trees would be picked up and planted by the applicants themselves.

AGENDA #6 "DETERMINE HOSPITALITY PROCEDURES FOR TREES FOREVER/TREE ADOPTION PLANTING DAY" Mrs. McKinney disbursed a proposed planting event guideline and checklist as provided by Trees Forever. Due to the small scale of the Tree Adoption program, many of the items listed would not be needed.

Mrs. McKinney would provide a first aid kit and a map of tree planting locations. Mrs. Sterchi would provide name tags, some mulch, and media outreach. Mr. Page also had some extra mulch that he could provide.

The Board felt that the trees would not need to be staked. If a tree was weak and did need to be staked, leftover stakes from the Tree Identification Park planting could be used. Board members were requested to bring pruning shears, if they had any.

Mrs. McKinney told that it would be required to take before and after photos of the planting sites to submit to Trees Forever.

Mrs. Sterchi asked if Trees Forever provided a print out of the planting and care guidelines to give to the property owners. Mrs. McKinney confirmed.

From the audience, Mr. Winter asked who out of the 18 applicants would receive a tree. The Board replied that as long as planting locations were appropriate, all applicants would be granted.

AGENDA #7 “ASSIGN REVIEW OF PROPOSED PLANTING LOCATIONS FOR THE TREE ADOPTION” This item was tabled until the next meeting of the Tree Board.

AGENDA #8 “GENERAL DISCUSSION” Mr. Page asked if Mrs. McKinney had been in touch with Doug Krajec on replacing the trees that had died in the Tree Identification Park. Mrs. McKinney had spoken with Mr. Krajec, and the replacements should be provided before the end of the year.

Mr. Page noted that some of the trees needing replaced were rather large, and he had concerns about how the trees would be taken out of the ground.

AGENDA #9 “SCHEDULE NEXT MEETING” Mrs. McKinney would get in touch with Board members at a later date on what date would work for the next meeting.

AGENDA #9 “ADJOURN” Mrs. Sterchi moved to adjourn the Tree Board meeting, seconded by Mrs. McKinney. A majority affirmative voice vote was received. The Tree Board meeting adjourned at 7:35 p.m.

Kelsie J. Sterchi
City Clerk