

BOROUGH OF SEWICKLEY
TREE COMMISSION MINUTES
MONDAY, MARCH 10, 2014

Chairperson Kathy Brandt called the meeting to order at 7:00 p.m. All members attended, including Kathy Brandt, Michelle Denk, Cindy Mullins, Lori Capone Cirilano and Larry Rice, along with Borough Arborist Jim Edson, Representative Bill Cornman and Borough Manager Kevin M. Flannery

APPROVAL OF MINUTES

On motion of Larry Rice, seconded by Cindy Mullins, the Tree Commission Minutes of the February 10, 2014 Tree Commission Meeting were approved, as presented, 5-0.

OLD BUSINESS

The Tree Commission reviewed the current Recommendation Activity Sheet. This sheet is a running list of plantings that citizens have promised to do to complete projects previously approved by the commission. A total of five requests are on the "watch" list. The Recommendation Activity Sheet is attached.

2014 Tree Planting. The Tree Commission reviewed the 2014 Spring Recommendation Activity Sheet pertaining to work approved in 2013 for planting and removal of trees based upon requests by Sewickley residents. A total of five requests were submitted in 2013 and all five were approved. The Recommendation Activity Sheet is incorporated herein and attached as Exhibit One.

2014 Pruning and Removal Bids. The Tree Commission reviewed bids submitted by Adler Tree Service of Gibsonia, PA and Carl's Tree Service and Landscaping of West Mifflin, PA for two projects encompassing tree pruning and tree removal at various sites. An award was granted to the lowest bidder for each project as follows:

- A. **Pruning:** Sewickley Borough requested bids for Winter Oak pruning at two group rights-of-way located at Ohio River Boulevard (Group One with 21 Oak trees) and Academy Avenue (Group Two with 18 Oak trees.)

On motion of Larry Rice and seconded by Cindy Mullins, the Tree Commission approved (5-0) the award of "Contract No. 2014-TC-001 for 2014 Winter Borough Pruning Project" to Carl's Tree Service in the total amount of \$16,290.00 for Oak pruning at the two group sites, Ohio River Boulevard (\$9,765.00) and Academy Avenue (\$6,375.00.)

- B. **Removal:** Sewickley Borough requested bids for tree and stump removal of seven trees located at five different sites on Sewickley Borough rights-of-way.

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On motion of Larry Rice and seconded by Cindy Mullins, The Tree Commission approved (5-0) the award of "Contract No. 2014-TC-002 for 2014 Borough Tree Removal Project" to Adler Tree Service in the total amount of \$6,375.00 for tree and stump removal of seven trees.

NEW BUSINESS

Borough Arborist Report. Sewickley Borough Arborist Jim Edson, Jr. presented the Arborist's Report of March 10, 2014. The Tree Commission reviewed the Arborist's Report. On motion of Cindy Mullins, seconded by Larry Rice, the Tree Commission voted 5-0 to approve the Borough Arborist's Report, which is incorporated into these minutes and attached hereto as Exhibit Two.

The Arborist Report includes the **2014 Spring Planting List**. Additionally, the Report details tree work that has been completed, as well as resident requests for tree removal permits and for work on Borough trees or sidewalk repairs.

Pruning and Removal. Borough Manager Kevin Flannery noted the plan of work is to prune Oak trees in winter during March, followed by tree removal. Borough Arborist Jim Edson advised that the resident of 608 Academy Avenue communicated his preference that no pruning is done to the tree at his property. Mr. Edson indicated he will have further discussions with the resident, as safety is an overriding principal for pruning trees that impact Sewickley Borough rights-of way.

Ferry Street. An informational meeting was held on February 19, 2014 for residents of Ferry Street and abutting streets to discuss plans for the Ferry Street Road Project. At the meeting, Ferry Street residents were notified of the opportunity to submit a request for trees to be planted in their yard along Ferry Street during the renovation project. Thus far, only one request for a tree has been submitted by Janette and Oliver Poppenberg, Jr. for a Maple tree to be situate on the property line of 239 Ferry Street (Gail Bitar) and 232 Grant Street (Poppenburg.) The opportunity to request a free tree is available until April.

Notification of Spring Tree Planting Sites. Borough Manager Kevin Flannery shared a draft letter in which the Borough notifies residents whose property is located at sites designated for Spring Planting of trees in the Borough rite-of-way (which is the lawn area between the curb and the sidewalk.) Michele Denk offered her marketing expertise by recommending that the letter begin with a congratulatory tone, such as "We're writing to let you know that the lawn space in front of your property has been designated to receive a free tree from the Borough of Sewickley." A copy of the draft letter is attached.

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Tree Commission Brochure: Kevin Flannery, Borough Manager, presented a new brochure for the Borough of Sewickley Tree Commission that will be distributed to the public. All were impressed by the quality of the information contained in the brochure. This brochure will be attached to mailings to residents about tree work in Sewickley; including the letter mentioned immediately above and distributed at May Mart. The Tree Commission Brochure is made a part of these minutes and a copy is attached as Exhibit Four.

The Adler Tree Company submitted a Class A License Application and Certificate of Insurance in support of its bid noted above.

The Tree Commission will host the **Annual Spring Tree Planting** event on April 26, 2014. Volunteers are welcome.

The annual **May Mart** presented by Sewickley Civic Garden Council is scheduled for May 10, 2014. The Tree Commission will host a table at May Mart. Tree Commission members volunteered to service the booth as follows: Larry Rice and Cindy Mullins from 9:00 A.M to 11:00 a.m. and Michelle Denk and Kevin Flannery from 11:00 A.M. to 1:00 PM. Jim Edson is donating Oak seedlings to be handed out at the Tree Commission table.

Next Meeting: Monday, April 14, 2014 at 7:00 P.M. There is no meeting in May.

ADJOURNMENT

On motion of Larry Rice, seconded by Kathy Brandt, the Tree Commission Meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Lori Capone Cirilano
Secretary