

Shade Tree Commission

Meeting Minutes

Thursday, January 4, 2024 1:00 P.M.

Hybrid – In-Person and Zoom

The Lemoyne Borough Shade Tree Commission meeting of January 4, 2024 was called to order at 1:00 P.M.

Present in-person were Commission Chair John Leverentz and Commission Members Ed Dix and Marsha Everton. Also present via videoconference were Tim Davis, Lemoyne Borough Maintenance Superintendent. and Kasha Griva, Lemoyne Borough MS4 Coordinator..

No member of the public was present.

Public Comment

There were no public comments.

Approval of Minutes

Mr. Dix made a motion to approve the minutes of the October 5, 2023 meeting. Mr. Leverentz seconded the motion. The Commission voted unanimously to approve the minutes.

New Business

1. Mr. Leverentz introduced the topic of the three new trees planted at 875 Market Street.
 - The Commission confirmed that the trees have continued to do well.
 - Tree health will be reviewed again during spring leaf out.
2. Mr. Leverentz introduced the topic of the 2024 Shade Tree Commission budget.
 - Mr. Leverentz presented documentation of 2023 STC expenditures.
 - \$623.97 tree purchases.
 - \$106.24 advertising for proposed tree plantings.
 - \$48.00 for planting supplies.
 - \$832.21 total expenses.
 - Original 2023 budget \$1,500.
 - Borough staff confirmed the following budget for 2024.
 - \$3,000 tree planting and related expenses.
 - \$500 equipment rental.
 - Total budget \$3,500.

3. Mr. Leverentz introduced the topic of follow up to the STC Master Plan recommendation to evaluate a 501(c)3 option for privately-funded memorial donations and a Lemoyne Borough Memorial Program to plant trees and install other items and to support other Borough activities.
 - The STC discussed options to work with existing programs for funding Borough activities.
 - Ms. Everton will follow up with Borough Council and other Committee members on how to best proceed with an existing 501(c)3 and to create a Lemoyne Borough Memorial Program, noting that this requires action that is beyond the scope and authority of the STC. The STC is only one part of the Borough governance and management structure that must be involved in creating and managing these programs.
 - Ms. Everton will specifically explore the option to work through the Lemoyne Borough fund established at TFEC.
4. Mr. Leverentz introduced the topic of prospective tree plantings, including the West Shore Farmers Market location.
 - Ms. Griva confirmed that any trees provided through the Bare Root Tree Grant Program must be planted in public spaces and that private property at the West Shore Farmers Market is not eligible.
 - Ms. Everton proposed focusing new plantings on the Borough's major thoroughfares, to support economic development as well as beautification objectives.
 - Ms. Griva advised that the Commission should not plant any new trees on Third Street due to the I-83 Project impact on that location and the potential for Penn DOT streetscape improvements to be included in the Project.
 - The Commission agreed to focus on Market Street, State Street and Hummel Avenue for an initial planting proposal. The Commission will schedule a drive-around/walk-around to document potential planting sites.
5. Mr. Leverentz introduced the topic of follow up on prior tree planting and removal actions.
 - The STC reviewed the Permit Application Tracking chart.
 - Mr. Leverentz confirmed that the planting of a tree at 447 Hummel Avenue has been completed.
 - Mr. Leverentz agreed to draft a reminder letter for potential use by the Code Enforcement staff for required new plantings.
 - The first reminder will be sent for planting to be completed at 901 to 965 Bosler Avenue.
 - The reminder letter will give the property owner up to 30 days to request an extension of the required planting date.

6. Other Business

- Ms. Griva confirmed that Lemoyne Borough Arbor Day Festival plans are underway.

Adjournment

Following a motion by Mr. Dix and seconded by Mr. Leverentz, the meeting was unanimously adjourned at 2:12 P.M.

Next Regularly Scheduled Meeting

February 1, 1:00 P.M. at Lemoyne Borough Office Building with video conference participation option.

Future Agenda Items

- New tree planting requirement fulfillment.
 - April 6, 2024
 - 941 to 965 Bosler Avenue – four trees to be planted by Carlea Lenker.
 - September 7, 2024
 - 616 Bosler Avenue – single tree to be planted by Reinaldo Colon
 - 335 Walton Street – single tree to be planted by Jason and Erin Hankey