

Shade Tree Commission

Meeting Minutes

Thursday, February 3, 2022, 5:30 P.M.

Videoconference via Zoom

The Lemoyne Borough Shade Tree Commission meeting was called to order at 5:30 P.M.

Present were Commission Chair John Leverentz and Commission Members Ed Dix and Marsha Everton. Also present were Maintenance Superintendent Cliff Karlsen, Assistant Maintenance Department Supervisor Bradley Mills and Executive Assistant Jenn Erickson.

Public Comment

There were no public comments.

Approval of Minutes

Ms. Everton made a motion to approve minutes of the December 7, 2021 meeting. Mr. Dix seconded the motion. The Committee voted unanimously to approve the minutes.

New Business

1. STC response to Solicitor's October 28, 2021 memo
 - The Commission reviewed and approved the Response document as revised February 3, 2022.
2. Proposed STC guidelines
 - The Commission reviewed and approved the Proposed STC Guidelines for potential adoption by Borough Council, as revised February 3, 2022.
 - The Commission agreed to review how to best include the Penn State College of Agriculture Extension Program document on Natural Pruning of Landscape Trees in STC materials posted on the Borough website. This topic will be included on the March STC agenda.
 - The Commission also agreed to review options to include the need to contact PA One Call (811) on the Appropriate Tree List and/or other STC documents on the Borough website.

3. Cover letter for Response and Proposed Guidelines
 - The Commission discussed the proposed options for a cover letter/note to be sent to the Council with the Response and Proposed STC Guidelines.
 - After substantial discussion, the Council agreed to finalize this document at the March STC meeting.
4. Questions from Lemoyne resident regarding underground utilities
 - The Commission reviewed the questions submitted by Shirley Stark regarding confirmation of underground utility locations for planting a tree.
 - The Commission confirmed that, per the Permit Application for tree planting or removal, PA One Call (811) must be contacted prior to planting.

For Discussion at Next Commission Meeting

Two resident requests for tree removal. Requests made to Maintenance Department, which confirmed need for residents to complete Permit Application. Anticipate receipt of Permit Applications prior to March meeting.

Cover letter/note for solicitor memo.

Incorporation of the following in additional STC materials posted on the Borough website:

- Reference to College of Agriculture Extension Program document on Natural Pruning of Landscape Trees.
- Need to call PA One Call (811) prior to tree planting or removal.

Adjournment

Following a motion by Mr. Dix and seconded by Ms. Everton, the meeting was unanimously adjourned at 6:05 P.M.

Next Regularly Scheduled Meeting

March 3, 2022, 5:30 P.M.

Location to be confirmed based on COVID-related protocols.