Shade Tree Commission

Meeting Minutes

Thursday, November 10, 2022, 1:00 P.M.

Hybrid – In-Person and Zoom

The Lemoyne Borough Shade Tree Commission meeting of November 10, 2022 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.

Lemoyne Borough Maintenance Superintendent Cliff Karlsen and Maintenance Department Supervisor Bradley Mills participated by Zoom.

Also present in person was invited guest Pat Baumann, Chairperson, Camp Hill Shade Tree Commission.

No public was present.

Public Comment

There were no public comments.

Approval of Minutes

Ms. Everton made a motion to approve minutes of the July 25, 2022 meeting. Mr. Dix seconded the motion. The Commission voted unanimously to approve the minutes.

New Business

1. Mr. Leverentz introduced Mr. Bauman and facilitated a discussion regarding Camp Hill Shade Tree Commission operations and procedures and a comparison to Lemoyne Borough Shade Tree Commission processes. Selected points and ideas from the discussion:
   - Camp Hill STC meets with the Camp Hill Codes Officer who reports STC matters to the Camp Hill Council.
   - Camp Hill Council resolves any disputes between the Camp Hill STC and homeowners.
   - Camp Hill STC authority in areas with no sidewalks is determined by measuring the right-of-way from the center of the street. The right-of-way varies by type of street.
   - Unless there is a public safety issue, the Camp Hill STC requires tree replacement when a tree is removed and requires use of the Camp Hill

Acceptable Tree Replacement List, which is available on the [Camp Hill STC website](#).

- o Mr. Baumann noted that Camp Hill has a separate section on the Tree List for planting trees under utility lines and that deep-rooted trees are recommended in areas near sidewalks.
- o Camp Hill STC has a Memorial Tree program for Willow Park, Siebert Park and the borough Arboretum which is located behind Siebert Park. The Borough uses a sign in each park area to show the location of each memorial tree and the name of the person being honored. This sign program replaced the use of individual plaques located at each tree due to maintenance concerns. The person or organization requesting a Memorial Tree pays for the tree and the update to the location sign.
- o The Lemoyne STC agreed to incorporate the existing Lemoyne Memorial Tree program into the proposed Lemoyne STC Master Plan and to explore options to enhance the existing program.
- o Camp Hill does not have an official Heritage Tree program.
- o Camp Hill has historically done some tree plantings to celebrate Arbor Day. Mr. Baumann noted that planting programs at the local schools generate the most interest and attendance.
- o The Lemoyne STC agreed to incorporate opportunities for school plantings into the proposed Lemoyne STC Master Plan and to specifically explore the opportunity to plant trees propagated from historical trees in Lemoyne Borough. The trees may not be classic heritage trees. They are definitely "story trees".

2. Mr. Leverentz noted that Ms. Kasha Griva, Lemoyne MS4 Coordinator was unable to attend the November 3, 2022 Lemoyne Borough STC meeting due to another, late-breaking Borough commitment. The STC agreed to invite Ms. Griva to the December or January STC meeting, depending on her availability, to discuss coordination of any overlapping areas for cooperation between STC and MS4 and the possibility of holding a joint educational event promoting both STC and MS4 concerns around Arbor Day 2023 (Friday, April 28, 2023) .

3. Mr. Leverentz reviewed the findings from his outreach to a range of arborists and his meeting with Tony Kuyler or Good's Tree and Lawn Care. Mr. Leverentz confirmed that an arborist review and recommendations regarding Lemoyne Borough tree inventory would cost significantly more than the funding currently available to the STC. Ms. Everton agreed to explore options for obtaining a grant to do this type of project.

4. Mr. Leverentz introduced the review of the request for tree removal by Mr. and Mrs. Richard Balmer at 843 Bosler Avenue. Ms. Everton made a motion to approve the tree removal with the requirement, per Borough guidelines, to replace the tree, noting that both the removal and replacement expenses are the responsibility of the homeowner. Mr. Dix seconded the motion. The Commission voted unanimously to approve the removal and to confirm the replacement

requirement. The Commission also agreed to recommend that the homeowner consult the Lemoyne Borough Appropriate Trees List (as published on the Borough website) for the most appropriate replacement tree and to specifically refer to the Narrow Planting Area trees that are most suitable under utility lines. Due to the proximity to the sidewalk, the Commission also recommends that the homeowner consider a deep-rooted tree like the Flowering Cherry and Japanese Tree Lilac.

5. In reviewing the application and approval process with the Maintenance Department staff, the STC agreed to update the Official Use section of the Lemoyne Borough STC Permit Application to remove the STC member signature and date.

6. The Commission agreed to continue to track the planning process through a separate document that will be updated and included as part of the minutes of each meeting. Ms. Everton will add discussion points from the November 10 meeting to the outline. Copy attached.

Adjournment

Following a motion by Ms. Everton and seconded by Mr. Dix, the meeting was unanimously adjourned at 2:32 P.M.

Next Regularly Scheduled Meeting

December 1, 2022, 1:00 P.M. at Lemoyne Borough Office Building with video conference participation option.

Lemoyne Borough

SHADE TREE MASTER PLAN

Working Document to Capture Ideas and Discussions

Draft with November 10, 2022 Edits

This plan is organized into three sections:

- What Do We Have
- What Do We Want
- How Do We Get There

What Do We Have

- Shade Tree Commission Guidelines and Council Vision Statement as Adopted by Lemoyne Borough Council on July 28, 2022.
- Current annual budget of $1,000.
- Lemoyne Borough online inventory of trees with map, noting that the inventory needs to be updated.
- Penn State Community Tree Plan Guide.
- Tree Equity Score data to confirm current canopy coverage and identify target coverage by Lemoyne neighborhood
- Tree Pittsburgh example (acknowledging their larger budget and the opportunity to learn from findings in their big budget initiative) [(link here).](link here)
  - See history for master planning ideas for larger community and collaboration.
  - Urban Forest Master Plan example [(link here)](link here). Full PDF report [link here.](link here)
- **2007 Lemoyne Borough Master Plan** prepared by Kairos Design Group as possible source for comprehensive options to pursue. See Appendix B. Will ask Borough management for copy of original plan/proposal and insights into what was implemented and what could still be proposed for funding by the Borough or other sources.

What Do We Want

- Increase Lemoyne Borough tree canopy to target levels to enhance the beauty of the community and support economic development.
- Optimize contribution of trees to Borough storm water management objectives.
- Remove and replace invasive species trees.
- Increase public awareness of the importance of trees to our community and how individuals and businesses can support development of a healthy tree canopy.

How Do We Get There

1. Engage in **collaboration opportunities** to develop synergies within Lemoyne Borough and in the general geographic area:
   - Collaborate with the Lemoyne Borough Community Development/Parks and Recreation Committee, especially in the context of their work on a Park Master Plan.
   - Confirm Lemoyne Borough storm water management objectives and opportunities to collaborate. Specifically contact Kasha Griva. (Meeting scheduled for December or January.)
   - Reach out to neighboring boroughs and townships to explore how we can collaborate.
     - John Leverentz contacted Camp Hill Shade Tree Commission for discussion. Initial discussion with Pat Baumann, Chairperson Camp Hill STC at November 10, 2022 Lemoyne Borough STC meeting.
     - Specifically explore option to connect with Harrisburg City staff arborist.

2. Build Lemoyne Borough **plan by community segments**, allowing a focus of resources and implementation, area by area.
   - Option to use the Tree Equity Score geographic segmentation, supporting ongoing reporting of canopy metrics (link here) and to set canopy coverage targets.
     - Current Lemoyne Equity Map (link here) – showing opportunity for improvement.
     - See specific maps at end of this document.
     - Additional Tree Equity Score resources and best practices for Urban Forestry (link here).
       - Action Guide (link here).
       - Community Assessment & Goal-Setting Tool (link here).

3. Develop a plan to effectively use the current $1,000 annual Shade Tree Commission **budget** for the purchase and planting of new trees.
   - Over time, as appropriate, request additional funding from the Borough or support from other resources to accelerate new plantings and replacement of invasives.

4. Explore opportunities to use **Arbor Day** as a focal point for collaboration within the Borough and with adjoining communities.
   - Possible joint celebration and activities.
   - Arbor Day (link here)
     - Friday, April 28, 2023 is next Arbor Day (always last Friday in April).
     - Alliance for Community Trees (Arbor Day Foundation program (link here).
     - Potential Sponsor/Partner outreach (link here).
   - See Upper Dublin Township (Montgomery County) example (link here).

- Adopt-A-Tree Day, Annual Tree Planting and Heritage Tree Recognition Program.
- Specifically consider planting programs at local schools based on historical community interest in school-related events.
- Consider a **Story Tree planting program** that uses trees propagated from the historical trees in Lemoyne Borough. This program could potentially build awareness of Borough history as well as the importance of Lemoyne's tree canopy.

5. Explore opportunities to enhance the existing **Lemoyne Borough Memorial Tree** program, creating greater awareness of the program, the opportunity to increase tree canopy coverage and improve the lifestyle quality of Lemoyne Borough.
    - Evaluate the option to convert to the signage program used by Camp Hill in their Memorial Tree Program.
    - Collaborate with other Lemoyne Borough Committees and Commissions to incorporate Memorial Tree opportunities into plans that are outside STC authority. Special emphasis on the Borough Parks.
    - Potential collaboration with school district and local schools on Memorial Tree programs (and Story Tree programs) on school property.

6. Research option to hire an **arborist to consult** on the Lemoyne Borough Shade Tree Master Plan.
    - Exploration of options to include:
        - General consulting advice.
        - Advice on the types of trees that best meet the needs of Lemoyne Borough and considers factors like narrow tree lawn spaces between the streets and sidewalks.
        - Assessment of overall health of Borough trees, possibly community-by-community rather than the entire community at one time (for expense and implementation of initiatives).
        - Identification of "heritage trees" that should/can be protected and celebrated.
    - John Leverentz contacted [Good's Tree and Lawn Care](#) and [Bartlett Tree Experts](#) to confirm what type of services are available and at what cost. Mr. Leverentz confirmed that an arborist review and recommendations regarding Lemoyne Borough tree inventory would cost significantly more than the funding currently available to the STC.
    - Ms. Everton agreed to explore options for obtaining a grant to do this type of project.

7. Research and confirm options and timelines for **funding, tree donations and consulting** expertise with:
    - TreePennsylania
    - Ten Million Trees for PA and noted that grants and trees will be considered in the 2023 cycle.
        - Note that several Cumberland County organizations are partners in the Ten Million Trees for PA initiative.
    - Pennsylvania DCNR Bureau of Forestry (resources that could be useful for planning, especially the Urban and Community Forestry Council, which also administers the statewide TreeVitalize grants.
        - Note the change in TreeVitalize grant programs to the Bare Root Tree Program.
    - Tree City USA Program (link here).
        - Program of Arbor Day Foundation (link here).
        - Four-step framework to maintain and grow tree cover (link here).
        - Pennsylvania Tree Cities (link here).
            - Carlisle
            - Harrisburg
            - Hershey – Derry Township
            - Highspire
            - Hummelstown
            - Lancaster City
            - Lititz
            - Lower Paxton Township
            - Paxtang
            - York
8. Consider options to recommend different provisions for shade trees in **retail-commercial districts** per Sample Ordinance for Pennsylvania Shade Tree Commission (link here) – published by Pennsylvania State Association of Boroughs.
9. Update Lemoyne Borough **tree inventory.**
    - Confirm number and location of invasive and non-invasive species trees.
    - Confirm desired number and type of trees and tree replacements to meet canopy coverage objectives by segmented areas of the Borough.
10. Identify **funding needed from Borough** to achieve objectives.

Appendices

Appendix A

Current Lemoyne Borough Tree Equity Score Maps and Segments (link here)
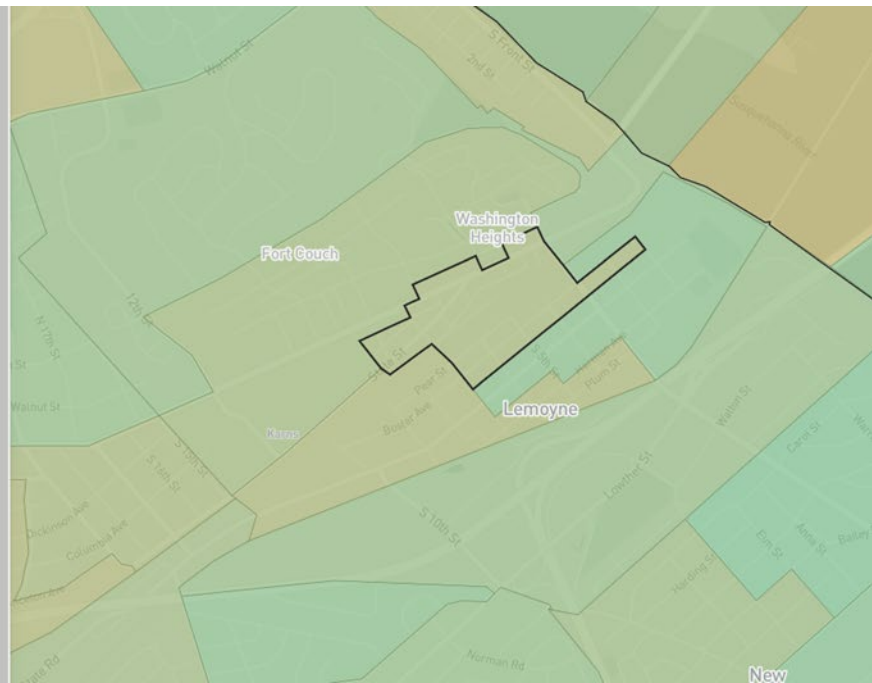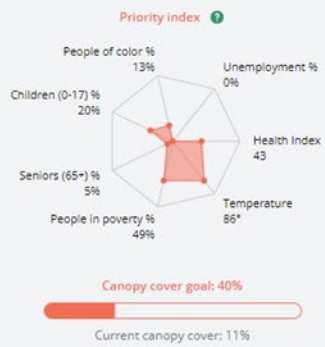
Cumberland County — Municipal report →
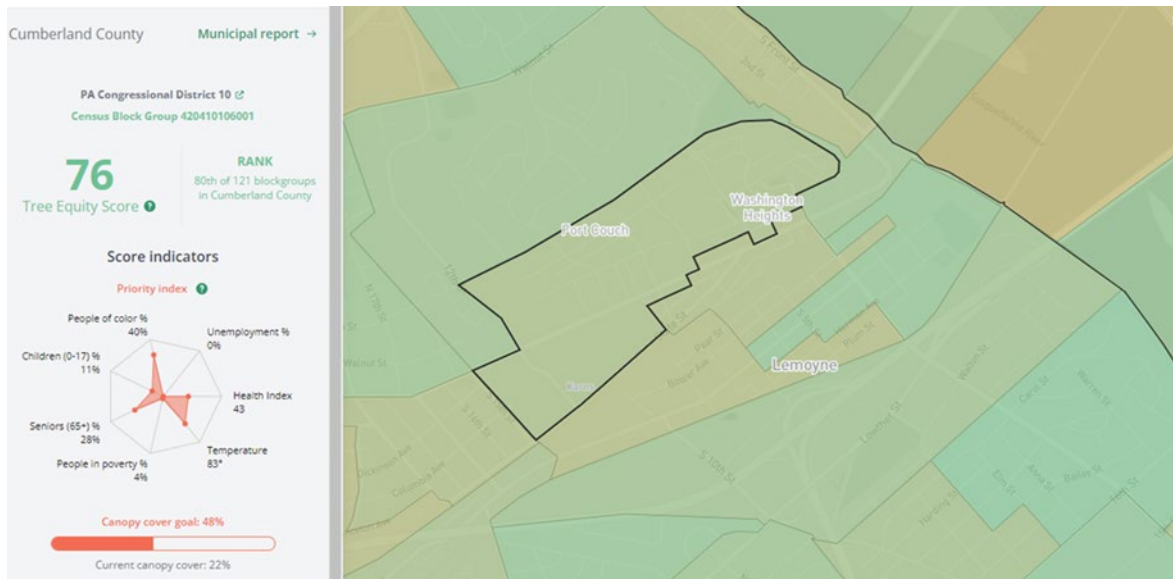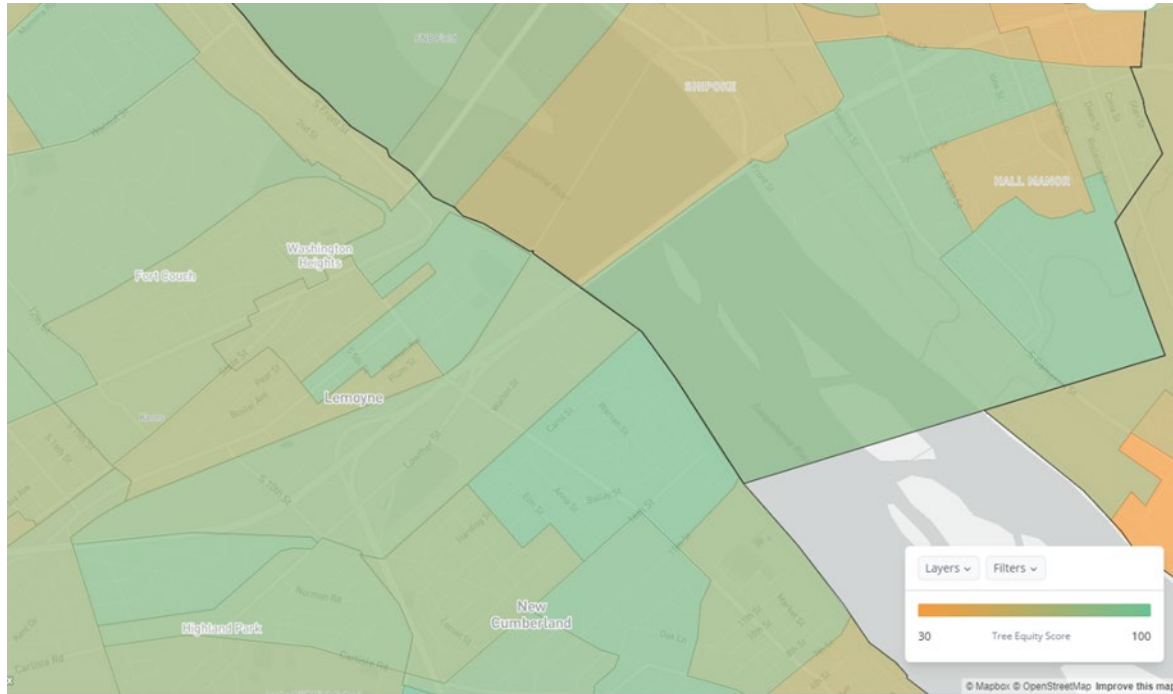
PA Congressional District 10
Census Block Group 420410106002

73
Tree Equity Score

RANK
86th of 121 blockgroups
in Cumberland County

Score indicators

Priority index

- People of color % 13%
- Unemployment % 0%
- Health Index 43
- Temperature 86°
- People in poverty % 49%
- Seniors (65+) % 5%
- Children (0-17) % 20%

Canopy cover goal: 40%
Current canopy cover: 11%

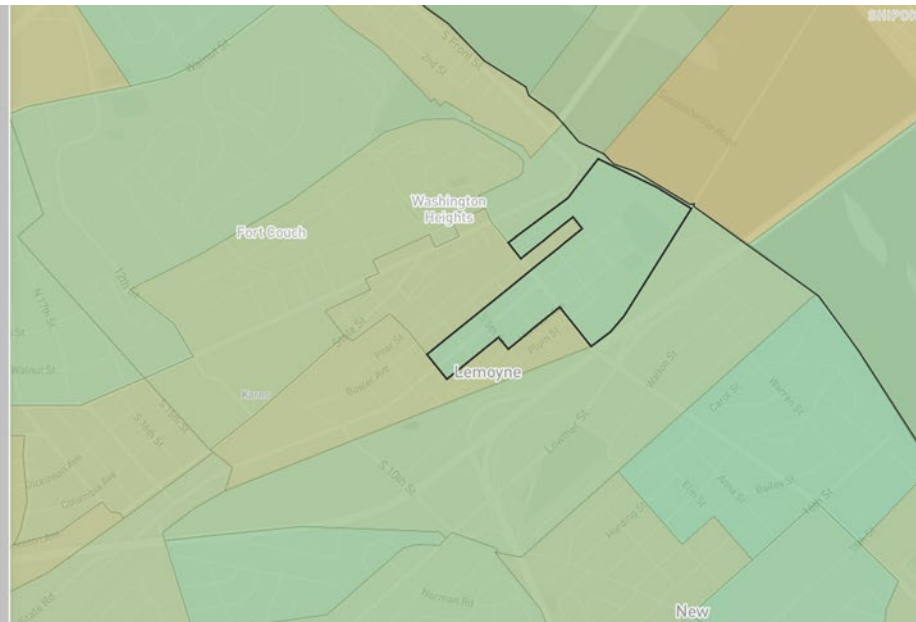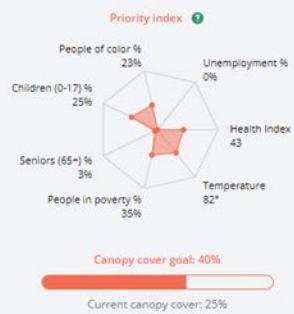Cumberland County — Municipal report →

PA Congressional District 10
Census Block Group 420410106003

87
Tree Equity Score

RANK
32nd of 121 blockgroups
in Cumberland County

Score indicators

Priority index

- People of color % 23%
- Unemployment % 0%
- Health Index 43
- Temperature 82°
- People in poverty % 35%
- Seniors (65+) % 3%
- Children (0-17) % 25%

Canopy cover goal: 40%
Current canopy cover: 25%

Cumberland County   Municipal report →

PA Congressional District 10 ⧉
Census Block Group 420410106004

82
Tree Equity Score ❓

RANK
52nd of 121 blockgroups
in Cumberland County

Score indicators

Priority index ❓

People of color %
27%

Unemployment %
0%

Children (0-17) %
25%

Health Index
43

Seniors (65+) %
20%

Temperature
79°

People in poverty %
33%
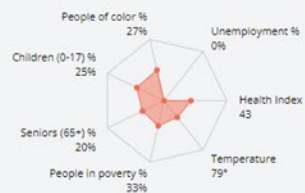
Canopy cover goal: 48%

Current canopy cover: 29%

PA Congressional District 10   District report →

Appendix B

2007 Master Plan

Site Analysis

BOROUGH OF LEMOYNE
STREETSCAPE
ANALYSIS PLAN
CUMBERLAND COUNTY   PENNSYLVANIA
DATED: NOVEMBER 27, 2006

1 The Bottleneck on Market
2 Third & Market Looking South
3 Market at Third Looking West
4 State and Market Streets
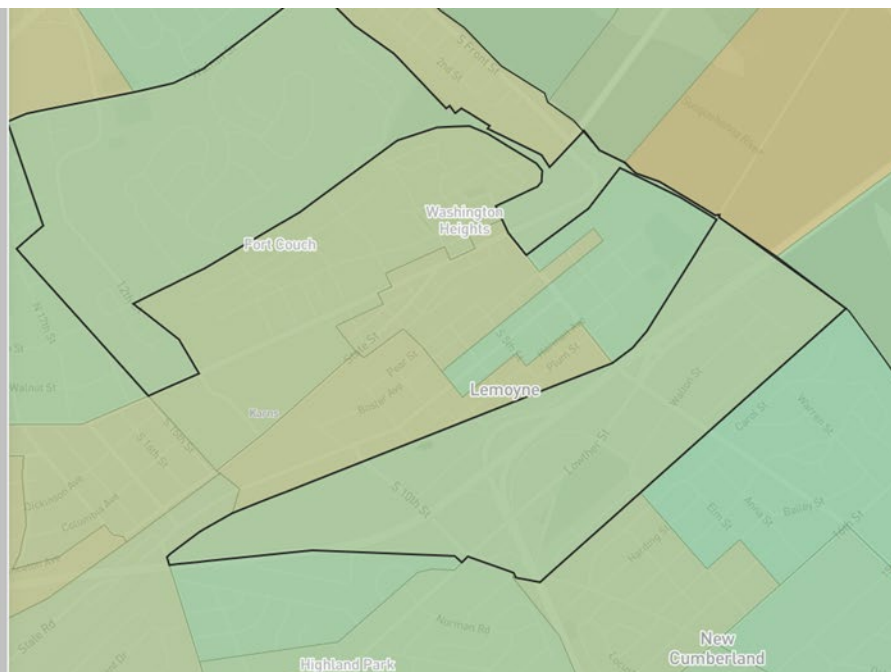5 Third and Lowther Looking North
6 Third and Herman Looking Southeast
7 Third and Hummel Looking Northwest

BOROUGH OF LEMOYNE • CUMBERLAND COUNTY • PENNSYLVANIA

Hess Plaza Improvements

HESS PLAZA
CONCEPTUAL SITE PLAN
SEPTEMBER 24, 2007
SCALE: 1"=10'

PAVERS
FURNISHINGS FAMILIES
STREET LIGHTS

MARKET STREET
STATE STREET

UNDERSTORY FLOWERING TREES
NEW HESS PYLON SIGN
EXISTING HESS STATION
UTILIZE EXISTING CURB-CUTS
PROPOSED PLAZA SIGNAGE
PROPOSED WATER FEATURE
PROPOSED RADIAL LANDSCAPE DESIGN
PROPOSED CROSSWALK (TYPICAL)

BOROUGH OF LEMOYNE • CUMBERLAND COUNTY • PENNSYLVANIA

Streetscape Views

Borough of Lemoyne · Cumberland County · Pennsylvania