

Shade Tree Commission

Meeting Minutes

Thursday, December 1, 2022, 1:00 P.M.

Hybrid – In-Person and Zoom

The Lemoyne Borough Shade Tree Commission meeting of December 1, 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 MS4 Coordinator Kasha Griva was present in-person for a portion of the meeting.

Lemoyne Borough Maintenance Superintendent Cliff Karlsen participated by Zoom.

No public was present.

Public Comment

There were no public comments.

Approval of Minutes

Mr. Dix made a motion to approve minutes of the November 10, 2022 meeting. Ms. Everton seconded the motion. The Commission voted unanimously to approve the minutes.

New Business

1. Mr. Leverentz introduced the topic of coordination and collaboration opportunities between the Lemoyne Borough Stormwater Department and the Shade Tree Commission.
 - Ms. Griva expressed interest in specifically coordinating on the Stormwater Department's 2023 Arbor Day activities. The current plan is to hold an event at Lemoyne's Memorial Park on April 29, 2023 (the day after Arbor Day). Ms. Griva is working on solicitation of potential exhibitors and vendors.
 - Ms. Griva confirmed that initial objectives include:
 - Overall conservation education.
 - Empowering residents to make changes on their properties to help better control the Borough's stormwater.
 - Educating children, with the objective of also educating adults through the children.

- Current plans include:
 - Coordination with 4th grade teachers at Washington Heights Elementary School on in-school programming that fits with the 4th grade “water cycle”.
 - Education to include the relationship between plantings and owls, bats and butterflies.
 - Outreach to Hershey’s Zoo America for potential exhibition of live owls.
 - Outreach to Audubon Society regarding their bat programs.
 - Outreach to Fairhaven Healing leadership regarding their monarch butterfly expertise and potential exhibits.
 - Outreach to Whitaker Center for an on-site experience similar to Whitaker on Wheels and/or a special showing of (or tickets to) a conservation-related film like the 2022/2023 feature [Wings Over Water](#).
 - Coordination with [Pasa](#) on sustainable farming and potential tickets to receive a tree for planting.
 - Coloring activities with an education focus.
 - Craft activities.
 - Possible giveaways to include native plant seeds and/or native plants.
 - Stream in a Bucket program, with potential financial and staffing support from the Penn State Extension Program.
- STC members indicated an interest in working with appropriate Borough staff and committee members to include an exhibit about Lemoyne Borough memorial tree planting opportunities at the event.
- Discussion included the option to create a year-round cycle of events, with the Arbor Day event being organized by Lemoyne Borough and the Borough participating in other events, like the [Camp Hill StormFest](#), as an exhibitor and/or partner.
- Ms. Griva agreed to prepare and share a Prospectus document that confirms the objectives of the event and key facts that can be used for marketing the event to potential sponsors, exhibitors and attendees.
 - Ms. Everton agreed to review and provide input on the document.
- When the final Prospectus is available, Ms. Everton agreed to:
 - Assist in outreach to Whitaker Center for programming, noting the specific idea of providing activities that support Girl Scout and Boy Scout badges.
 - Contact Haas Printing regarding cost-effective printing of the coloring activity materials, potentially in booklet form.

Ms. Griva departed at the end of this discussion.

2. Mr. Leverentz introduced the topic of continued discussion of the tree removal application by Mr. and Mrs. Balmer for 843 Bosler Avenue.
 - Mr. Leverentz shared a potential approval letter to send to the Balmers that confirms the requirement to replace any tree that is removed with a tree from the Borough's Appropriate Tree List.
 - Commission members and Mr. Karlsen provided input on the letter. The final version, which incorporates this input, will be completed by Mr. Leverentz, shared with all meeting attendees and submitted to the Borough to send to the Balmers.
 - The letter will specifically include the need for the home owners to notify the Borough regarding their plans to remove and replace, or not remove the tree, within 60 days and to complete any removal and replacement within 12 months. (Copy of final version, as completed on December 2, attached.)
 - The Commission agreed to review the STC Permit Application at its next meeting to review potential incorporation of these time elements and clarification of the need to replace any trees that are removed.
3. Mr. Leverentz updated the STC on the proposed role of the STC in the Comprehensive Recreation, Parks and Open Space Plan that will be presented to Lemoyne Borough Council the evening of December 1.
4. 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 December 1 meeting to the outline. Copy attached.

Adjournment

Following a motion by Mr. Dix and seconded by Mr. Leverentz, the meeting was unanimously adjourned at 2:55 P.M.

Next Regularly Scheduled Meeting

January 5, 2023, 1:00 P.M. at Lemoyne Borough Office Building with video conference participation option.

Agenda to include:

- Review of STC Permit Application for potential revisions.
- Review of 2007 Lemoyne Borough Master Plan for components that could be used in grant applications for Borough tree plantings.
- Review of Prospectus prepared by Ms. Griva.
- Continued input into Lemoyne Borough Shade Tree Master Plan.
- Options for development of enhanced Lemoyne Borough Memorial Tree Plantings, potentially integrated with other memorial donation options like benches.