

January 22, 2014 Tree Committee Meeting - Canceled

STRASBURG BOROUGH SHADE TREE COMMITTEE MINUTES
February 26, 2014 – 7:30 PM

Members present: Mark Arbogast, Brad Botchlet, Mary Dresser, Dale Kaufman, Gil Pratt
Others present: Gail Anderson, Secretary

- 1. Call to Order** – The meeting was called to order at 7:34 p.m. by Chairman Mary Dresser.
- 2. Reorganization** – On motion by Dale Kaufman, second by Gil Pratt, Brad Botchlet was elected chairman and Mark Arbogast vice chairman for 2014, and Brad Botchlet took over as chair at this point.
- 3. Citizens' Comments** – None.
- 4. Minutes** – On motion by Dale Kaufman, second by Mary Dresser, the minutes of the October 23, 2013 meeting were approved.
- 5. Fall Tree Planting Wrapup** – The fall 2013 planting day was a good one, with lots of hard-working, enthusiastic volunteers from the Lampeter-Strasburg FFA chapter and a community service youth. It was suggested that next time we might provide the post-planting lunch treat to the students. Mary Dresser commended Brad Botchlet on his instructional presentation of how to properly plant trees for landscaping. It was helpful to have the trees already delivered to the sites by Public Works personnel, but next time we should have a tree cart handy as some of the larger trees were quite heavy and hard to maneuver to the actual planting hole. Cleanup at Center Square also went very well with so many hands pitching in.
- 6. Spring Tree Planting** – Preferred date for the spring tree planting is April 12, with April 26 as the raindate. The secretary will contact the L-S FFA advisor to arrange student helpers; if it appears that more students will be available on the 26th, we can defer to that date. Mary Dresser will select the species of tree to be planted on the Borough Office front lawn. The tree request spreadsheet was reviewed, and there are 12 trees to be planted in April. Members each chose sites/homeowners to contact in order to verify species, variety, and location to be planted, so that the tree list can be finalized.

Discussion of memorial plaques and spring planting at Center Square was tabled until the next meeting.

- 7. Review of Landscaping Plan for Proposed Holiday Inn Express** – The committee was asked by the Borough Manager to review the street tree landscaping plan for the Holiday Inn Express being proposed on Historic Drive. Overall, the committee thought the plan was generally nice, included a good variety and abundance of plantings, and thankfully included trees throughout the parking areas. Brad Botchlet suggested that alternate species be selected to replace the green ash and pin oaks shown on the plan, for reasons of emerald ash borer infestation in the case of the green ash, and for the pin oak's less-than-optimum performance in our region in the second case. With regard to the offer from Charter Homes to plant additional evergreen trees along McCarter Lane, the committee was favorable as long as the slope planting cross-section shown on the plan was followed.

8. Other Business – None.

9. New Business – None.

10. Citizens' Comments – None.

11. Adjournment – On motion by Dale Kaufman, second by Gil Pratt, meeting adjourned at 8:34 p.m.

Gail Anderson, Secretary

STRASBURG BOROUGH SHADE TREE COMMITTEE MINUTES
March 26, 2014 – 7:30 PM

Members present: Mark Arbogast, Brad Botchlet, Mary Dresser, Dale Kaufman, Gil Pratt
Others present: Gail Anderson, Secretary

1. Call to Order – The meeting was called to order at 7:32 p.m. by Chairman Brad Botchlet.

2. Citizens' Comments – None.

3. Minutes – On motion by Dale Kaufman, second by Mary Dresser, the minutes of the February 26, 2014 meeting were approved.

4. Spring Tree Planting – The spring tree planting date is Saturday, April 12, 2014, with 12 trees to be planted. Each member selected sites at which they will mark the planting location, and Gail will call in the PA One Calls. We are again looking forward to having several volunteers from the Lampeter-Strasburg FFA Chapter to help with the task. Everyone will gather at the Borough Office at 8:00 a.m. on April 12 and move out from there.

Borough staff will be responsible for organizing a dedication ceremony for the memorial trees planted in the front lawn at the Borough Office.

5. Review of Tree Planting Workflow – The committee reviewed the Tree Planting Workflow document, which has become outdated since its last revision in 2011. The secretary noted everyone's comments, and will revise the document for final approval at a later date.

6. Other Business – None.

7. New Business – Dale, Mark, and Gil will clean up the Center Square flowerbeds on March 31, meeting at 9:00 a.m. Dale will be buying breakfast.

The members will meet on Monday evening, May 19 (raindate May 22), at 6:00 p.m. at Center Square to put in spring/summer annuals. Specific plant selections to be discussed at the April committee meeting.

8. Citizens' Comments – None.

9. Adjournment – On motion by Dale Kaufman, second by Gil Pratt, meeting adjourned at 8:34 p.m.

Gail Anderson, Secretary

April 23, 2014 Tree Committee Meeting – Canceled

STRASBURG BOROUGH SHADE TREE COMMITTEE MINUTES
May 28, 2014 – 7:30 PM

Members present: Mark Arbogast, Brad Botchlet, Dale Kaufman, Gil Pratt
Others present: Gail Anderson, Secretary

1. Call to Order – The meeting was called to order at 7:34 p.m. by Chairman Brad Botchlet.

2. Citizens' Comments – None.

3. Minutes – On motion by Mark Arbogast, second by Gil Pratt, the minutes of the March 26, 2014 meeting were approved.

4. Spring Tree Planting Wrapup – Brad Botchlet noted that the spring tree planting on Saturday, April 12, 2014 went very well, with lots of good helpers on hand. He suggested that the Public Works department use a tree cart to offload the trees in advance, rather than the backhoe which leaves ruts on lawns. Mark Arbogast said it was a lot more pleasurable to have the FFA's help than to do it on our own. It was also noted that one of the trees on the Borough lawn will require stronger staking if we want it to grow straighter.

5. Center Square – Minor revisions were made to the watering schedule. New copies will be sent out to all members. Dale will make a single application of the Osmokote fertilizer, which is enough for the season; no further fertilization will be necessary this year. Brad Botchlet would like to have a planting plan/diagram drawn up with a map of what was planted where, for future reference. We also need to locate the hose-end Miracle-Gro applicator. The water spigot at the Old Bank building (southeast corner of Center Square) is now operating.

6. Review of Tree Planting Workflow – Tabled until next meeting.

7. Other Business – None.

8. New Business:

- A discussion on grant funding was held. It was the general consensus that at this point the Borough-budgeted funds, which allow 12 or more trees to be planted each year, are adequate to fulfill the demand for trees without extensive marketing or the need to apply for grants.
- A draft article for the spring Borough newsletter was reviewed. The secretary will make the proposed revisions and provide a final draft to chairman Botchlet for approval.

9. Citizens' Comments – None.

10. Adjournment – On motion by Dale Kaufman, second by Mark Arbogast, the meeting adjourned at 8:16 p.m.

Gail Anderson, Secretary

June 25, 2014 Tree Committee Meeting – Canceled

July 23, 2014 Tree Committee Meeting – Canceled

STRASBURG BOROUGH SHADE TREE COMMITTEE MINUTES

August 27, 2014 – 7:30 PM

Members present: Mark Arbogast, Brad Botchlet, Dale Kaufman, Gil Pratt

Others present: Gail Anderson, Secretary

1. **Call to Order** – The meeting was called to order at 7:35 p.m. by Chairman Brad Botchlet.
 2. **Citizens' Comments** – None.
 3. **Minutes** – On motion by Dale Kaufman, second by Mark Arbogast, the minutes of the May 28, 2014 meeting were approved.
 4. **Finance Report** – Reviewed and accepted.
 5. The revised Tree Planting Workflow document was accepted with minor changes.
 6. The fall tree planting will be held on November 8, with November 15 as the rain date. We will tentatively plant 7 trees, through the first four names on the list.
 7. **Center Square** – The plantings are looking good. Brad did fertilize one additional time. Any fall planting plans will be discussed at the September meeting. Mary Dresser has a planting diagram from this season to be used as a template for next year.
 8. **Other Business** – The sickly trees at the end of Miller Street will be evaluated for replacement. Also, the crooked tree on the borough lawn will be more heavily staked to try and straighten it.
- Dale Kaufman agreed to serve another term on the committee. Mark Arbogast would like to think about renewing his term.
- The members were advised to save the date of Thursday, October 16 for the Borough's annual recognition banquet.
9. **Citizens' Comments** – None.
 10. **Adjournment** – On motion by Dale Kaufman, second by Gil Pratt, the meeting adjourned at 8:15 p.m.

Gail Anderson, Secretary

STRASBURG BOROUGH SHADE TREE COMMITTEE MINUTES
September 24, 2014 – 7:30 PM

Members present: Mark Arbogast, Brad Botchlet, Mary Dresser, Gil Pratt
Others present: Gail Anderson, Secretary

- 1. Call to Order** – The meeting was called to order at 7:35 p.m. by Chairman Brad Botchlet.
- 2. Citizens' Comments** – None.
- 3. Minutes** – On motion by Mark Arbogast, second by Gil Pratt, the minutes of the August 27, 2014 meeting were approved.
- 4. Finance Report** – Reviewed and accepted.
- 5. Fall Tree Planting** – Scheduled for November 8. A total of six trees will be planted (2 each at the Roberts, Mills, and Burns residences). None of the sites will require any extraordinary advance site prep. The dying crabapples at the Bond residence will be monitored through the fall to determine why they have not thrived, with an eye toward replacing them in spring 2015 if prudent.
- 6. Center Square** – The plantings continue to look good, but Mary did suggest that we consider either different species or additional perennials be planted on the Creamery (northwest) corner due to difficulties with water running off rather than penetrating the soil there. Rather than purchase any fall annuals, Mary will purchase perennials. Gail Anderson raised the idea of perhaps planting some perennials around the base of the flagpole on the Borough Office lawn if there are any funds remaining. Mary also suggested leaving the Center Square baskets up over winter and putting some festive greens in them during the holidays.
- 7. Other Business** – The members were reminded of the Borough's annual recognition banquet on Thursday, October 16.
- 8. Citizens' Comments** – None.
- 9. Adjournment** – On motion by Mark Arbogast, second by Mary Dresser, the meeting adjourned at 8:20 p.m.

Gail Anderson, Secretary

STRASBURG BOROUGH SHADE TREE COMMITTEE MINUTES
October 22, 2014 – 7:30 PM

Members present: Mark Arbogast, Brad Botchlet, Mary Dresser, Dale Kaufman, Gil Pratt
Others present: Gail Anderson, Secretary

- 1. Call to Order** – The meeting was called to order at 7:32 p.m. by Chairman Brad Botchlet.
- 2. Citizens' Comments** – None.
- 3. Minutes** – On motion by Dale Kaufman, second by Gil Pratt, the minutes of the September 24, 2014 meeting were approved.
- 4. Finance Report** – Balances have not changed since last month's report.
- 5. Fall Tree Planting** – Dale Kaufman will not be in attendance, but will be able to do some cleanup ahead of time at Center Square. Brad will need to know the maple variety for 26 North Decatur by Monday, October 27, so that he can place the tree order. We are anticipating about 12 volunteer students from L-S FFA.
- 6. Center Square** – Mary will purchase additional heuchera to be planted on Saturday, November 8, during which time the beds will be cleaned up for winter.
- 7. Other Business** – Mark Arbogast has decided not to take another term on the Committee, so a replacement will need to be found.
- 8. New Business** – None.
- 9. Citizens' Comments** – None.
- 10. Adjournment** – On motion by Mark Arbogast, second by Gil Pratt, the meeting adjourned at 8:04 p.m.

Gail Anderson, Secretary

November 25, 2014 Tree Committee Meeting – Canceled

December 17, 2014 Tree Committee Meeting - Canceled