

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
March 15, 2018 – 7:30 p.m.**

Members present: Chairman 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.
- 2. Citizens' Comments** – None.
- 3. Reorganization** – On motion by Dale Kaufman, seconded by Gil Pratt, the committee was reorganized with the extant officers staying in place.
- 4. Minutes of October 19, 2017 and November 16, 2017** – Approved as presented.
- 5. Finance Report** – The finance report was approved. Gil asked whether his purchase in late 2017 had been paid for, and the secretary confirmed that it had been invoiced on November 1, 2017.
- 6. Center Square** – The northwest and southeast corners need to be cleaned up. Dale and Gil will get together on their own and complete that. Annuals will be planted on May 19, starting at 9:00 a.m.
- 7. Spring Tree Planting** – Planting date was set for Saturday, April 28, with May 5 as the rain date. Members will meet at 8:30 a.m., with student volunteers reporting at 9:00 a.m.
- 8. Other Business** – None.
- 9. New Business**

Dale Kaufman suggests that the Borough investigate developing an intermunicipal yard waste/compost facility, such as at Brownstown, Warwick Township, and Manheim Township. Gail will pass the suggestion along to Borough Manager Lisa Boyd.
- 10. Adjournment** – On motion by Dale Kaufman, second by Gil Pratt, meeting adjourned at 8:17 p.m.

Respectfully submitted,
Gail Anderson, Secretary

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
April 19, 2018 – 7:30 p.m.**

Members present: Chairman Brad Botchlet, Dale Kaufman, Gil Pratt, Curt Reynolds

Others present: Gail Anderson, Secretary

- 1. Call to Order** – The meeting was called to order at 7:40 p.m.
- 2. Citizens' Comments** – None.
- 4. Minutes of March 15, 2018** – On motion by Dale Kaufman, second by Gil Pratt, the minutes of the previous meeting were approved as presented.
- 5. Finance Report** – Same as last month, no expenses or income reported.
- 6. Center Square** – The northwest and southeast corners have been cleaned up. Mary Dresser will have the planting plan drawn up and will purchase the plants needed for May 19 planting day. Gil will take the baskets to Good Harvest for planting, with the same makeup as last year.
- 7. Spring Tree Planting** – Planting date is Saturday, April 28. Dale Kaufman reported that he will have a community service student with him. Members will mark the planting sites by Monday, April 23. Public Works will deliver mulch to the sites. Brad will order the trees, and Curt will pick them up on Friday. Brad and Curt will deliver trees to the sites on Saturday morning.
- 8. Other Business** – Brad Botchlet inquired about memorial plaques for the trees on the Borough lawn.
- 9. New Business** – None.
- 10. Adjournment** – On motion by Dale Kaufman, second by Gil Pratt, meeting adjourned at 8:55 p.m.

Respectfully submitted,
Gail Anderson, Secretary

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
May 17, 2018 – 7:30 p.m.**

Members present: Chairman Brad Botchlet, Mary Dresser, Gil Pratt, Curt Reynolds

Others present: Gail Anderson, Secretary

- 1. Call to Order** – The meeting was called to order at 7:37 p.m.
- 2. Citizens' Comments** – None.
- 3. Minutes of April 19, 2018** – On motion by Gil Pratt, second by Curt Reynolds, the minutes of the April 19, 2018 meeting were approved as presented.
- 4. Finance Report** – Reviewed and approved by consensus.
- 5. Spring Tree Planting Wrapup** – All went well.
- 6. Center Square** – Spring planting is scheduled for this Saturday, May 19. Meet at 9:00 a.m., but be prepared to group text and postpone if the weather is as forecast. Mary has ordered 8 dozen verbena and 4 flats of white alyssum. Gil will get the baskets from Good Harvest. Some cleanup of suckers on the pear trees will be done.
- 7. Other Business** – None.
- 9. Citizen Comments** – None.
- 10. Adjournment** – On motion by Mary Dresser, second by Gil Pratt, meeting adjourned at 8:02 p.m.

Respectfully submitted,
Gail Anderson, Secretary

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
September 20, 2018 – 7:30 p.m.**

Members present: Chairman Brad Botchlet, Dale Kaufman, Gil Pratt, Curt Reynolds

Absent: Gail Anderson, Secretary

1. Call to Order – The meeting was called to order at 7:33 p.m. Curt Reynolds took minutes in place of the secretary.

2. Citizens' Comments – None.

3. Minutes of May 17, 2018 – On motion by Dale Kaufman, second by Gil Pratt, the minutes of the May 17, 2018 meeting were approved as presented.

4. Finance Report – Reviewed and approved by consensus.

5. Fall Tree Planting – Fall tree planting date was set for Saturday, November 17, with members meeting at 8:00 a.m., student volunteers (if available) reporting at 9:00 a.m.; rain date will be November 24. After trees are planted, workers will move to Center Square for annual cleanup.

6. Center Square – Gil will purchase additional fertilizer for next season with this year's leftover funds. Coleus will be added to the baskets next year. Some dead wood should be cut out of the trees at the Square.

7. Other Business – The committee continues to encourage the Borough's development of a municipal yard waste/compost facility.

8. Citizen Comments – None.

9. Adjournment – On motion by Gil Pratt, second by Dale Kaufman, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,
Curt Reynolds

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
November 12, 2018 – 7:30 p.m.**

Members present: Chairman Brad Botchlet, Dale Kaufman, Gil Pratt, Curt Reynolds

Others present: Gail Anderson, Secretary

1. Call to Order – The meeting was called to order at 7:35 p.m. Note that this meeting was rescheduled from the stated meeting date due to the Borough Banquet being held on the committee's regular meeting night.

2. Citizens' Comments – None.

3. Minutes of September 20, 2018 – On motion by Dale Kaufman, second by Gil Pratt, the minutes of the September 20, 2018 meeting were approved as presented.

4. Finance Report – Reviewed and approved by consensus.

5. Fall Tree Planting – Fall tree planting date is this Saturday, November 17, with members meeting at 8:00 a.m., student volunteers (if available) reporting at 9:00 a.m.; rain date will be November 24. After trees are planted, workers will move to Center Square for annual cleanup. Brad will try to switch the Norwegian Sunset red maple for a Sun Valley red maple. If our order total is more than \$500, the trees will be delivered for free to the Borough. There should be 3 community service kids helping from 9:00-11:00 a.m. Public Works will deliver mulch and trees to the planting sites.

6. Center Square – Public Works will be asked to help with removal of debris, which will be considerable due to the healthy growth of the verbena over the season.

7. Other Business – Dale Kaufman was encouraged to contact Lisa Boyd about researching a municipal yard waste/compost facility for Strasburg Borough and Township.

8. Citizen Comments – None.

9. Adjournment – On motion by Curt Reynolds, second by Dale Kaufman, the meeting was adjourned at 8:18 p.m.

Respectfully submitted,

Gail E. Anderson, Secretary