

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
January 21, 2021 – 7:30 p.m.**

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

Others present: Steve Echternach, Borough Manager
 Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:30 p.m.

Citizens' Comments: None

Minutes of November 12, 2020: On a motion by Curt Reynolds, second by Dale Kaufman, and passed unanimously the minutes of November 12, 2020 meeting were approved as presented.

Finance Report: The 2020 Finance Report was reviewed. The only discussion was in regards to the Borough being a tax exempt entity. In the future Strasburg Borough will need to be billed directly for the trees or will be billed through Miko Lawn & Landscape. The 2021 beginning finance report was reviewed.

Center Square: Dale Kaufman has cleaned up the square. He will talk to the Creamery about the maintenance of their corner.

Spring Tree Planting: At this time there are no new requests. Marketing to promote the program was discussed; Kim will add a post to the Borough homepage, advertise on the Borough signboard and possibly on the back of the next Quarterly W/S bills.

7. Unfinished Business:

Proposed Changes to the Street Tree Program Requirements – The Borough Manager stated that Borough Council has asked him to meet with every board this year to thank each board member, on behalf of Borough Council, for their service to the Borough. He reminded the members that if they ever have a need or concern to contact him directly at the office. He also reminded the members that if they are representing the Borough as a Tree Committee member in the community, they should identify themselves, notify the office, and conduct public business during the daytime. He also stated that this board historically reorganized annually but it is not required and only needs to reorganize if desired by the board.

Steve Echternach gave some history of origins of the committee. This is one of the oldest committees, although it was not called such back then, and was started back in the 1960's with the Borough giving every building lot 2 trees from the local nursery. When the Shade Tree Committee was officially formed it adopted certain rules to be eligible for grants. Now that most funding comes directly from Strasburg Borough we are able to amend the rules to better suit the needs of our community. Mary Dresser suggested requesting a wavier to the policy rather than changing the policy. Brad Botchlet had some grammatical corrections/additions to the proposed changes. Dale Kaufman, Gil Pratt and Curt Reynolds had no issues with the proposed changes.

On a motion by Mary Dresser, second by Curt Reynolds, and passed unanimously the proposed changes to the Street Tree Program Requirements were approved with the changes discussed.

8. New Business – Dale and Gil stated they were not happy with the condition of some of the trees provided for fall plating and inquired if they would be able to go and handpick trees themselves next planting.

9. Citizen Comments – None

10. Adjournment – On motion by Dale Kaufman, second by Curt Reynolds, and passed unanimously to adjourn the meeting at 8:15 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

February 18, 2021 – Meeting Canceled

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
March 18, 2021 – 7:30 p.m.**

Members Present: Gil Pratt, Vice Chairman Mary Dresser
Curt Reynolds Dale Kaufman

Others Present: Mark Magrecki, PennTerra Engineer
Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:40 p.m.

Citizens' Comments: None

Minutes of January 21, 2021: On a motion by Mary Dresser, second by Curt Reynolds, and passed unanimously the minutes of January 21, 2021 meeting were approved as presented.

Reports:

Finance Report: The 2021 Finance Report was reviewed with no new expenditures.

Unfinished Business:

Spring Planting – There are no requests currently. There will be an article on the Borough's program in the Advertiser paper next week and a message will be included on the back of the April W/S bills that

New Business:

R. A. Stonerook, Historic Drive Medical Clinic – Mark Magrecki, engineer for the project, presented the planting plan. He stated there will be at least 64 trees planted, it could be more, but would not be less. The trees will be of 2" caliber, won't be planted less than 40 feet from center of each other, and be would be mulched. He was looking for the Committee to review the plan and make any suggestions they think would be appropriate.

After discussion, the only tree that the committee suggested using a substitute for was the Greenspire Linden. Otherwise, the Committee was pleased with the variety of trees that will be planted.

Other Business:

The Braford Pear trees at the square were trimmed. The one by the Creamery had an unusual amount of deadwood and should be evaluated in the spring.

The Kondratowski's have not paid the invoice for the Ginkgo tree they changed their mind on the day of planting, but wanted to keep the tree. Dale Kaufman will take a copy of the invoice to them in person and discuss the matter.

The Square planting will be done on May 15, 2021 with a rain date of May 22, 2021. Dale will do a cleanup soon. Mary will get alyssum and verbena for the planting and Gil will get hanging baskets.

Citizen Comments: None

Adjournment: On motion by Mary Dresser, second by Curt Reynolds, and passed unanimously to adjourn the meeting at 8:20 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
April 15, 2021 – 7:30 p.m.**

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

Others Present: Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:30 p.m.

Citizens' Comments: None

Minutes of March 18, 2021: On a motion by Dale Kaufman, second by Curt Reynolds, and passed unanimously the meeting minutes of March 18, 2021 were approved as presented.

Reports:

Finance Report - The 2021 Finance Report was reviewed with no new expenditures.

Unfinished Business:

Spring Planting – There are 2 requests, for a total of 4 trees. Spring tree planting and Square planting is scheduled for May 15, 2021 at 8:30 a.m.

Brad Botchlet will contact 150 Beddington Lane and Mary Dresser will contact 15 Hemlock Lane. Dale Kaufman and Gil Pratt would like to pick out the trees once species are decided on by the property owners. Gil Pratt has already picked up the hanging baskets and taken them to Good Harvest for planting. Mary Dresser will make up the watering schedule for the summer.

New Business: None

Other Business: An e-mail from Linda Ferich was presented concerning invasive species on our tree list. This item was tabled until a future meeting when all members are present.

Citizen Comments: None

Adjournment: On motion by Curt Reynolds, second by Dale Kaufman, and passed unanimously to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
May 20, 2021 – 7:30 p.m.**

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

Others Present: Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:38 p.m.

Citizens' Comments: None

Minutes of April 15, 2021: On a motion by Dale Kaufman, second by Gil Pratt, and passed unanimously the meeting minutes of April 15, 2021 were approved as presented.

Reports:

Finance Report - The 2021 Finance Report was reviewed with new expenditures for the square planting.

Unfinished Business:

Tree Requests – Tree planting for spring was canceled and will take place this fall. Dale and Gil would like to go to the nursery and pick the order once we know what trees are needed and have a date scheduled.

Tree List – This item was tabled to a future meeting when all members are in attendance.

New Business: None

Other Business:

Square Planting – Dale and Gil feel it is too much to do square planting and tree planting in the same Saturday and that it is better to just have the committee planting the square. In the future the committee will consider scheduling separate Saturdays in the spring or only doing tree planting in the fall.

Bradford Pear Trees – These trees were discussed since they are nearing the end of life. Kim will check with the Borough Manager to see if the Borough is responsible for replacing them and then a plan can be made.

Citizen Comments: None

Adjournment: On motion by Curt Reynolds, second by Dale Kaufman, and passed unanimously to adjourn the meeting at 8:05 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

June 17, 2021 – Meeting Canceled

July 15, 2021 – Meeting Canceled

August 19, 2021 – Meeting Canceled

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
September 16, 2021 – 7:30 p.m.**

Members Present: Brad Botchlet, Chairman Gil Pratt, Vice Chairman
Curt Reynolds Dale Kaufman
Mary Dresser

Others Present: Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:34 p.m.

Citizens' Comments: None

Minutes of May 20, 2021: A motion was made by Gil Pratt, seconded by Curt Reynolds, and passed unanimously to approve the meeting minutes of May 20, 2021 as presented.

Reports:

Finance Report - The 2021 Finance Report was reviewed with new expenditures for the center square.

Unfinished Business:

Tree List – The committee will research and then revise/update the approved Tree List.

New Business:

Fall Tree Planting Schedule – A fall tree planting date was set for November 13, 2021 at 8:30 a.m. with a rain date of November 20. No volunteers will be needed. Members will talk and confirm tree choices with their assigned residents before the next meeting so the order may be placed. Gil and Dale would like to go hand pick the trees for the order. The Borough Public Works Department will pick up the tree order.

Other Business:

Center Square – Gil and Dale will plant some fall color. A final Center Square cleanup date was set for December 11, 2021 at 9:00 a.m. The committee would like to suggest that the Borough remove all three Bradford pear trees at the square due to their declining health and appearance. The committee will make suggestions on replacements at a future meeting.

Citizen Comments: None

Adjournment: A motion was made by Gil Pratt, seconded by Mary Dresser, and passed unanimously to adjourn the meeting at 8:20 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
October 21, 2021 – 7:30 p.m.**

Members Present: Brad Botchlet, Chairman Gil Pratt, Vice Chairman
Dale Kaufman
Others Present: Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:40 p.m.

Citizens' Comments: None

Minutes of September 16, 2021: A motion was made by Gil Pratt, seconded by Curt Reynolds, and passed unanimously to approve the meeting minutes of September 16, 2021 as presented.

Reports:

Finance Report - The 2021 Finance Report was reviewed with no new expenditures.

Unfinished Business: None

New Business:

Fall Tree Planting Schedule – Fall tree planting is set for November 13, 2021 at 8:30 a.m. with a rain date of November 20, 2021. Members talked to their assigned residents and confirmed tree selections. White flags were given out so the members could mark the planting sites for PA One Calls. Gil and Dale would like to go hand pick the trees for the order and then Borough Public Works Department will pick up the tree order. They will also get a bag of mulch for each tree and place them at the planting site the day before planting.

Other Business:

Approved Tree List – Dale Kaufman suggested removing invasive species from our list and reviewing other committee's tree lists.

Citizen Comments: None

Adjournment: A motion was made by Gil Pratt, seconded by Dale Kaufman, and passed unanimously to adjourn the meeting at 7:56 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

November 18, 2021 – Meeting Canceled

December 16, 2021 – Meeting Canceled