

January 19, 2023 – Meeting Canceled
February 16, 2023 – Meeting Canceled

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
March 16, 2023 – 7:00 p.m.**

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

Others Present: Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:15 p.m.

Citizens' Comments: None

Minutes of October 20, 2022: A motion was made by Curt Reynolds, seconded by Dale Kaufman, and passed unanimously to approve the meeting minutes of October 20, 2022 as presented.

Reports:

Finance Report - The 2023 and Final 2022 Finance Reports were reviewed.

Unfinished Business:

Memorial Tree Plaques – The wording for the memorial tree plaques for the trees in front of the borough office was discussed. The committee recommends “In memory of _____ for years of dedicated service to the borough.” They would also include the common name of the tree.

Strasburg Square Tree Replacement - The committee recommends proceeding with replacement of the trees at the square. There was some discussion on planting all one species of tree or planting a variety of trees. There was no recommendation at this time. As for the Judge Herbert Millen historical marker placement, there was no comment at this time.

New Business:

Strasburg Square Cleanup/Planting – Dale Kaufman has completed most of the square cleanup. It is ready for mulch, and he will be planting some pansies to add some color until spring planting on May 6, 2023 at 9am.

There is one outstanding tree request, Roseanne Daecher, 150 Beddington Lane. Dale Kaufman will contact her and a planting date of April 22, 2023 at 9am was scheduled. The possibility of planting a few cherry trees to line the driveway of the Strasburg Cemetery was also discussed.

Tree Marketing Ideas – The committee would like to increase the number of requests for trees. Past marketing avenues were discussed, and each member is to bring marketing ideas to the next meeting.

Other Business: None

Citizen Comments: None

Adjournment: A motion was made by Gil Pratt, seconded by Curt Reynolds, and passed unanimously to adjourn the meeting at 7:55 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
April 20, 2023 – 7:00 p.m.**

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

Others Present: Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:15 p.m.

Citizens' Comments: None

Minutes of March 16, 2023: A motion was made by Dale Kaufman, seconded by Mary Dresser, and passed unanimously to approve the meeting minutes of March 16, 2023 as presented.

Reports:

Finance Report - The 2023 Finance Report was reviewed.

Unfinished Business:

Spring Tree Planting - 4/22/2023 – Spring tree planting will take place Saturday with members meeting at the borough office at 9am. Brad Botchlet and Mary Dresser will be unable to attend. There Will be three trees in total. A serviceberry and lilac at 150 Beddington Lane and a cherry at 21 West Main Street. Planting sites have been marked and PA One Calls have been completed.

Tree Marketing Ideas – The committee discussed marketing options to encourage residents to take advantage of the free tree program. It was decided that in August members would approach residents that had trees planted the last few years and ask to place a “free tree like this one” sign in their yard for a few weeks. Dale Kaufman also suggested talking to residents of properties where members think a tree would be appropriate.

New Business: None

Other Business: None

Citizen Comments: None

Adjournment: A motion was made by Dale Kaufman, seconded by Gil Pratt, and passed unanimously to adjourn the meeting at 7:35 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
May 18, 2023 – 7:00 p.m.**

Members Present: Brad Botchlet, Chairman Gil Pratt
Dale Kaufman

Others Present: Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:08 p.m.

Citizens' Comments: None

Minutes of April 20 2023: A motion was made by Dale Kaufman, seconded by Gil Pratt, and passed unanimously to approve the meeting minutes of April 20, 2023 as presented.

Reports:

Finance Report - The 2023 Finance Report was reviewed, with a note that the mulch purchased for spring planting needs added to the report.

Unfinished Business:

Spring Tree/Square Planting Recap - Spring tree planting took place on Saturday, April 22, 2023. Dale and Gill were the only members in attendance. The Borough was contacted by Roseanne Daecher, who commended and thanked Dale and Gil for being so pleasant and kind and for their community service. Dale noted that he will be returning to stake Roseanne's trees and that digging was hard that morning due to the dry weather.

The center square clean up and planting was held on Saturday, May 6, 2023. Mary Dresser has sent out the 2023 watering schedule.

Tree Marketing Ideas – Bookmarks and tear-off flyers provided by Curt Reynold and his wife were reviewed. The bookmarks will be taken to the library to see if they will allow them on their counter. The flyers will be hung on community boards at Zimmerman's, Strasburg Pizza, The Creamery, Tractor Supply, Market Place, & Speckled Hen.

The committee reviewed the list of trees that have been planted in recent years. Names and addresses will be divided between the committee at a future meeting. Those on the list shall be contacted to see if the committee will be allowed to place a yellow "free tree like this one" sign in their yard for the month of September.

New Business: None

Other Business: The memorial tree plaques for the trees in front of the borough building have been ordered and are expected to be here at the beginning of June and will be installed by the Public Works Department.

Citizen Comments: None

Adjournment: A motion was made by Dale Kaufman, seconded by Gil Pratt, and passed unanimously to adjourn the meeting at 7:55 p.m.

Respectfully submitted,
Kim Rubincam, Secretary

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
June 15, 2023 – 7:00 p.m.**

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

Others Present: Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:06 p.m.

Citizens' Comments: None

Minutes of May 18, 2023: A motion was made by Gil Pratt, seconded by Curt Reynolds, and passed unanimously to approve the meeting minutes of May 18, 2023 as presented.

Reports:

Finance Report - The 2023 Finance Report was reviewed.

Unfinished Business:

Upcoming Marketing Campaign Discussion – The committee reviewed the list of trees that have been planted in recent years. Properties were divided between the committee members. Those on the list shall be contacted to see if the committee will be allowed to place a yellow “free tree like this one” sign in their yard for the month of September. Signs should be placed in the mulch bed around the tree as to not create any unnecessary weeding for the resident. There are also two banners that may be used at the community park summer concert series or be placed around town for the month of September. The tear-off fliers will be hung up after Labor Day.

New Business:

Square Watering Schedule – The Square watering schedule was discussed, and it was suggested to communicate with the person watering after you, so they know when you watered last.

Other Business:

Memorial Tree Plaques - The memorial tree plaques for Diana Hallman, Mike Sollenberger, Harold Wiker & Don Bachman have arrived. There is also one for the Honey Locust Gettysburg Witness Tree that was donated by Shull's Tree Service. They will be installed by the Public Works Department.

Strasburg Community National Night Out – The committee discussed having an information table at Strasburg Community National Night Out on Tuesday, August 1st. Brad will supply the table and a canopy. Tree information sheets and tree request forms will be available to borough residents. Kim will check with Ken's Gardens to see if it would be possible to borrow two trees to have by the table for that evening.

Citizen Comments: None

Adjournment: A motion was made by Dale Kaufman, seconded by Gil Pratt, and passed unanimously to adjourn the meeting at 7:55 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

**STRASBURG BOROUGH
SHADE TREE COMMITTEE MINUTES
July 20, 2023 – 7:00 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 7:06 p.m.

Citizens' Comments: None

Minutes of June 15, 2023: A motion was made by Dale Kaufman, seconded by Gil Pratt, and passed unanimously to approve the meeting minutes of June 15, 2023 as presented.

Reports:

Finance Report - The 2023 Finance Report was reviewed.

Unfinished Business:

Upcoming Marketing Campaign Discussion – The upcoming sign campaign was discussed. Committee members are to contact their assigned residents and signs are to go up the week after Labor Day and come down at the end of September. We only have 19 signs available at the borough office and will need to check if Curt or Mary have more. If we do not have enough signs, we may have to take some names off the list for this round.

Strasburg Community National Night Out (NNO) - The committee will be having a table at NNO, which is August 1st from 6-9pm at the Jaycee Park. Set up will be at 5pm. We will need a table, canopy, and chairs. The borough office will supply copies of tree request forms, requirement sheets, approved tree list, postcards, bookmarks w/QR code, and a copy of the Landscape Tree Factsheet book. Dale will bring some photos from past plantings. Dale and Gil will go to Ken's Gardens on Aug. 1st at 1pm to borrow two trees to have beside the table.

New Business: None

Other Business: Gil mentioned that the ginkgo tree in front of the borough office should be straightened, along with a tree that was planted on West Main Street a few years ago.

Citizen Comments: None

Adjournment: A motion was made by Dale Kaufman, seconded by Gil Pratt, and passed unanimously to adjourn the meeting at 7:45 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

August 17, 2023 -Meeting Canceled

STRASBURG BOROUGH SHADE TREE COMMITTEE MINUTES September 21, 2023 – 7:00 p.m.

Members Present: Brad Botchlet, Chairman Gil Pratt, Vice Chairman
Mary Dresser

Others Present: Kim Rubincam, Secretary

Call to Order: The meeting was called to order at 7:02 p.m.

Citizens' Comments: None

Minutes of July 20, 2023: A motion was made by Mary Dresser, seconded by Gil Pratt, and passed unanimously to approve the meeting minutes of July 20, 2023 as presented.

Reports:

Finance Report - The 2023 Finance Report was reviewed.

Unfinished Business:

Marketing Campaign Follow-Up – The sign campaign has generated phone calls and a few new requests. Signs will remain in place until the end of September and then be pulled by the members.

Strasburg Community National Night Out (NNO) – The event generated a few new tree requests. A thank you card was sent to Kathy at Ken's Garden for allowing us to borrow trees for the event.

New Business:

Fall Square Clean-Up – No date was scheduled. The members will wait and see how the weather progresses.

Fall Tree Planting – November 11, 2023 was picked for the fall tree planting date, with a rain date of November 18, 2023. Members will divide the tree requests at the October meeting and contact residents and place white flags for the PA one calls. The Garden Spot FFA will be contacted to see if they are interested in volunteering to help plant trees.

Other Business:

Additional Tree - Mary Dresser inquired about a resident who would like to receive a third free tree. The members decided to honor the current requirements stating residents are only eligible for two free trees.

Free Trees for Commercial Properties – A commercial property owner inquired about receiving two or more free trees. The committee has not previously planted trees at a commercial only property. The members tabled this item until all members are in attendance.

Citizen Comments: None

Adjournment: A motion was made by Gil Pratt, seconded by Mary Dresser, and passed unanimously to adjourn the meeting at 7:35 p.m.

Respectfully submitted,

Kim Rubincam, Secretary

October 19, 2023 – Pending Approval
November 16, 2023 – Meeting Canceled
December 21, 2023 – Meeting Canceled