City of Napoleon, Ohio

TREE COMMISSION

Meeting Minutes Monday, January 20, 2020 at 6:00 pm

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Commission Members Council Representative

City Staff **ABSENT**

Commission Member

Call to Order

New Commission

Member

Election of Chair

Motion to Nominate Etzler as Chair

Dave Volkman, Ed Clausing, Larr Etzler, Gary Haase

Jeff Mires

Aron Deblin, Chad Lulfs

Kyle Moore

Clerk of Council Dietrich called the meeting to order at 6:00 pm.

Gary Haase was given the Oath of Office and welcomed to the Commission.

Dietrich asked for nominations for Chairman of the Commission.

Dave Volkman nominated Larr Etzler

Motion: Volkman

Second: Clausing to nominate Larr Etzler as Chair of the Tree Commission

Ed Clausing - passed

Etzler nominated Clausing

Motion: Etzler

Second:

to nominate Ed Clausing as Chair Motion failed due to lack of a second.

Gary Haase - passed Jeff Mires – passed

Passed Yea-5 Nav-0

Roll call vote to elect Larr Etzler as Chairman of the Tree Commission

Yea-Volkman, Haase, Etzler, Clausing, Mires

Nay-

Approval of Minutes

Hearing no objections or corrections the minutes from the October 21, 2019

meeting stand approved.

Review Ordinance

Deblin reported there have not been any changes to the ordinances. Clausing said when Stephanie from ODNR was here, she asked for our mission statement. Under 169.03 Duties and Powers that is our mission but we don't call it that. Etzler stated a mission statement is usually a sentence or two. Clausing asked if that is something we need to look into. Deblin noted he would look into a mission statement. Etzler asked that this be put on the next agenda. Volkman suggested checking with other cities. Etzler thought Stephanie may have ideas.

Review Annual Budget

Lulfs reported we asked for an additional \$5,000 and did not get that and they took away \$10,000. Fortunately, we don't have very many plantings. Tree removals are as we get notified. We were hoping to concentrate on trimming and the additional funding would have helped with that. We were told this will be a one year cut. We operate through the general fund. We were not the only department that was hit hard.

Review Annual Schedule

Deblin noted this year's agenda items are basically the same as 2019. The only item we added is for the Arbor Day celebration. Etzler suggested to start thinking what group we might want to have. We have had the scouts for several years or we can have another group.

Review Tree Call Reports

Deblin did not have any new tree calls to report.

Finalize Spring Topsoil List Deblin reported there are 31 different locations with a total of 34 holes. This will catch us up from last year. We have a remedy to our grinding problem. Our spec called for 2', we are recommending to move that back to 12". Lulfs added that was Stephanie's recommendation she even said we could go to 8". Deblin said she recommends just enough to grow grass. This will help our grinding situation tremendously. Lulfs noted the chips are put on a separate file, if anyone asks.

Finalize Spring Removals List Deblin stated a list has been started. So far there are three trees and ten stumps. Lulfs said many of those stumps are created by our Electric Department. We will check if the Electric Department will pay to have the stumps removed that are created by their tree trimming. It's not a large cost but it is \$350.

Finalize Spring Plantings List Deblin reported we have a total of 14 trees to be planted at various locations. Thirteen of the trees are in the right-of-way and there is one tree for the Arbor Day Celebration. Etzler asked if we have a place to plant the Arbor Day tree? Deblin said there is a removal in the circle island area at Ritter Park where a tree died. Clausing added at the last meeting and it's in the minutes, Ritter Park was mentioned as a possibility for the Arbor Day tree planting.

Award Spring Trimming Contract Deblin stated two bids were received. One from All Seasons Tree Removal with one crew at \$159.99/hour. The second bid received was from Tawa Tree Service. Tawa's standard bid with one crew was \$180/hour. They also submitted for an extra bucket truck and an extra guy at \$280/hour. You can look at this as two crews and split in half that's \$140/hour. If we want the extra guy that would be an extra \$85/hour we have done that in the past. Volkman asked if the two trucks work together? Deblin said the chipper truck is either behind or in front. It works quicker. Tawa does a really nice job. Etzler asked where the trimming area is. Deblin said we will start out by the high school, where we left off in the spring. Then they'll head south of the railroad down Glenwood to the Kidz Kingdom area and east of Haley. Etzler stated with two bucket trucks staying in

one area will they should get done quickly. Deblin said from past experience they seem to be more efficient. Our recommendation would be Tawa with two crews. It could be debated if we want the extra ground man. We have used the four-man crew the last two times but that's an extra \$85/hour. Lulfs noted we have received a much better service product from Tawa. All Seasons is difficult to work with. Volkman added there is not a huge window to trim in the Spring.

Motion Award Spring Trimming Contract to Tawa Tree Service Two Crews/Trucks and Extra Man Motion: Etzler Second: Volkman to award the Spring Trimming Contract to Tawa Tree Service for two crews and an extra bucket truck at \$280/hour and to include the extra ground man at \$85/hour.

Deblin stated we are on the fence with All Seasons. They sent a certificate that says they are a certified arborist. We checked online to verify and it does not say they are certified. I reached out to ISA said due to confidentiality reasons they cannot verify if All Seasons is certified or not. Lulfs stated our concern is if they need continuing education requirements and did not comply. We put in their number and nothing showed up in a 100-mile search. Deblin said he left a message with Stephanie at ODNR to see if she had any advice and we did not hear back from her. Lulfs said we were told to use our best judgement. Deblin said I even called the headquarter in Georgia and that was the answer I got.

Passed Yea-5 Nay-0 Roll call vote to award Spring Trimming Contract to Tawa Tree Service. Yea-Volkman, Haase, Etzler, Clausing, Mires Nav-

Deblin confirmed that is for two crews with an additional man for a total of \$365/hour

Other Matters

Deblin stated at the last meeting, Jim had a couple of nurseries he wanted us to reach out to. Those were Franz Nursery out of Hamilton, IN and Underwood out of Adrian, MI. Franz Nursery said they would be interested in bidding work if we sent the forms to them. We have not heard back from Underwood yet. Volkman commented Franz Nursery is reputable. They do work in Archbold. Lulfs said at the Tree Academy we brought up the question and it appears everyone is struggling to get contractors to do trimming, plantings and removals. Clausing asked if the Badenhops responded if they wanted a tree over by the school area. Deblin noted we do not have that one on the list. Lulfs said we can't yet, that is not a public street. We may be able to in the Fall. We will have to wait until it is dedicated. Etzler asked what the timeframe is for dedication? Lulfs explained they have to file record drawings with the City before anything will be approved. The engineering firm is working on that and they will also prepare the plat that is required. Suzette Gerken is hoping to get that before Council within the next month and a bond has to be in place. The utilities put in on Clairmont have to be dedicated. Clairmont is a city street that did not have utilities. Etzler suggested this could possibly be an area for next year's Arbor Day planting.

Motion to Adjourn Motion: Volkman Second: Clausing

to adjourn the Tree Commission meeting at 6:32 pm.

Passed Roll call vote on the above motion:

Yea-5 Yea-Volkman, Haase, Etzler, Clausing, Mires

Nay-0 Nay-

Date Approved:

February 17, 2020

Larr Etzler-Chairman