



CITY OF  
MANITOWOC

Joseph S. McLafferty  
Director, Parks, Recreation  
and Senior Center

**MUNICIPAL TREE COMMISSION MEETING  
CITIZEN PARK CONFERENCE ROOM  
Tuesday, November 17, 2009 4:45 PM**

**MINUTES**

Commissioners Present: Alderman Nic Levendusky; Rick Schwarz; Glenn Pfeffer; Absent: Todd Holschbach

Ex-Officio Members Present: Joe McLafferty; Randy Albright and Allen Boruch

- I. The meeting was called to Order by Chairman Glenn Pfeffer at 4:46pm.
- II. A motion was made by N. Levendusky, seconded by R. Schwarz to approve the minutes of the August 18, 2009 Municipal Tree Commission. The motion carried 3-0.
- III. Assistant Parks Director R. Albright reported on tree maintenance from Aug 2009 to Nov 2009. He stated that the forestry department took out eighteen trees since the last meeting.
- IV. Old Business
  - a. The EAB Action Plan was passed during the Nov 2, 2009 at the Common Council meeting. In 2010 as we take down trees and we come across an Ash Tree that is dead, dying, or diseased, we will take that one down at the same time.
  - b. The Parks Tree Management Plan was finalized during the Nov 2, 2009 Common Council meeting. We will work with the Commission in 2010 to begin implementation of the items that we can afford to do in the future.
- V. New Business
  - a. The All Boards Dinner will be held in Cabin #2 on January 27, 2010 beginning at 5:00pm. The Municipal Tree Commission will meet on Feb 16, Apr 30, Aug 17, and Nov 16<sup>th</sup> in 2010. Special meetings will still take place if needed. The Arbor Day celebration for 2010 will be April 30, 2010.



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- b. Jason Bass, President of StrataPoint, Inc., met with the office staff, Randy, and I last Friday to finish the project for the Parks Tree Inventory, Parks Management Plan, and Street Trees GIS mapping. The WDNR Grant for Parks Tree Inventory and Mgt Plan should be settled with Tracy Salisbury in the upcoming month. A motion was made by N. Levendusky, seconded by R. Schwarz to make the final payment of \$10,000 to Stratapoint.
  
- c. In 2009 over 141 Street Trees will be planted in different areas. The contractor for the fall plantings was Bobbie's Marine Services, LLC from Manitowoc. Currently, the contract was for \$20,916.95. This was the low bidder out of 11 companies. Both Randy and Al inspected the sites for proper plantings.
  
- d. Jeff Edgar spoke with the organizers of the annual Tour des Trees group and Paul Wood. This trip starts in Michigan, goes up through the UP and comes down the Wisconsin and Illinois Lake Shores. Jeff has asked if the bikers could stop and stay in Manitowoc during the summer of 2010. Paul is discussing this with the Committee. We hope to hear back from the group by the first of 2010. At that time, we would know what is expected of us if they do stay over night.
  
- e. Training is being conducted for Parks Staff concerning Lift training for the bucket truck, chain saw safety, and PPE. We are including DPW employees as we can so everyone receives the proper training.
  
- f. Director J. McLafferty spoke with Kevin Glaeser about the possibilities for having both Parks and DPW prune trees during the winter and spring seasons. The concerns from Kevin Glaeser were the height of the street trees and there trucks. Both departments will work together to address the issue.

g. A letter from Christopher Mitcheltree was received on Oct 7, 2009 concerning the removal of a tree that is uprooting the sidewalk at 939 N. 12<sup>th</sup> Street. The recommendation from Assistant Park Director R. Albright was to remove the tree in question, have Mr. Michaeltree take the stump out and replace the sidewalk as necessary. A motion was made by N. Levendusky, seconded by R. Schwarz to take the tree out and replace the tree with a new one.

VI. The next regular scheduled meeting will be held on February 16, 2009 at 4:30pm in the Upstairs Conference Room at Citizen Park.

VII. A motion was made by R. Schultz, seconded by N. Levendusky to adjourn the meeting at 5:29pm. The motion carried 3-0.