

**Tree Commission Meeting Minutes**  
**Wednesday, April 13, 2016 at 4:30 PM**  
**Ed Overland Room, City Hall, 381 E Main St, Stoughton**

**Members Present:** Sid Boersma, Kevin Short, Dean Tangeman, Keith Kvalheim, Kendall McBroom and Randy Nelson

**Absent & Excused:** Robert Kardasz

**Staff:** Street Department Secretary Vickie Erdahl

**Guests:**

**Call to order:** Meeting called to order at 4:35 PM by Short

**1) Communications:**

*Boersma* is contacting Sustainable Stoughton to join the Tree Commission at West View Ridge Park for the Arbor Day Celebration on Friday, April 22 and will also contact the Hub to see if they can attend. *Boersma* was also contacted by, Mallory, a student at the high school who will be announcing the event in the Northstar (school newspaper).

*Nelson reported:* 1) EAB presentation at the Senior Center, 2) Announced that Dane Co Parks were giving away Burr and Swamp White Oaks, 3) Attended the AFNR meeting at the High School and was trying to find a contact for partnering with the high school.

*Kvalheim* reported that the saw mill would be starting on April 14<sup>th</sup>.

**2) Forestry Reports:** *Nelson* is working and a tracking system for the wood that is given to Aselson's, set a price for boards and record the sales. A sign will be designed and displayed at Aselson's. The kiln needs to be unloaded if anybody can help.

**3) Arbor Day Schools:** The tree seedlings (white pine) were picked up and will be packaged on April 14<sup>th</sup> with the help of some employees from Cummins. Tangeman will be delivering trees to Kegonsa and Fox Prairie. Short & Kvalheim will be delivering trees to Sandhill and St Ann's. Nelson gave a contact name for St Ann's (Kylie Franklin) who may also want to attend the Arbor Day event. Tangeman & Short are having trouble connecting with Sandhill & Kegonsa – Erdahl will call the schools.

**4) Progress Update on Planting Lists/Sec 78-611:** *Tabled to May meeting.*

**5) Street Tree Installation Sec 10-2 / Occupancy Permit:** The street tree installation is still a work in progress. A new version is being presented to Public Works at the next meeting (May 3, 2016). The Tree Commission has more language changes that they would like to see incorporated into the ordinance and a wording that will reflect the fee increase(s) without having the City attorney involved. The fees at this time probably should start higher than the \$350.00 already stated.

**Action: Group emails will be sent out to work on the language and changes in Ord. 10-2. Send Kevin an agenda for the Public Works meeting.**

**O-2-2016 Ordinance 58-10 #15 (Public Nuisances):** The Council forwarded this ordinance to review the changes being made. Item # 15 was added to the ordinance. *Boersma* stated some history as to why the ordinance was being changed after a citizen complaint was received and forwarded to the Public Safety Committee.

The committee, after some discussion, decided that the words “attractive appearance” was hard to define and that some of the other language in item # 15 was already covered in item #'s 4-7 in the ordinance.

**Motion by Boersma, seconded by McBroom to Recommend to Council to strike item # 15 entirely from the ordinance. Carried 5-0.**

- 6) **Approval of minutes from March 9, 2016 Meeting:** Motion by Boersma, seconded by Tangeman to approve the minutes. Carried 5-0.

*Boersma left meeting @ 6:05 PM.*

- 7) **Emerald Ash Borer Discussion:** Nelson attended and reported on the special Public Works & Finance meeting regarding the Emerald Ash Borer and a plan on how to handle the situation. The following determinations were made and will be researched:

- a) The 138 treated ash trees in 2014 & 2015 will be left and monitored
- b) A Request for Proposal (RFP) is being prepared for the removal of the remaining 320 inventoried ash trees which includes the wood and chips being hauled out of town.
- c) A Request for Proposal (RFP) is being prepared for the removal of the stumps and includes the grindings being hauled out of town, top soil, seed & straw.
- d) A Request for Proposal (RFP) is being prepared to plant trees with a 2” (two) minimum size, a 2 (two) year warranty and a maintenance program. It was also suggested to include the pricing of larger trees (up to 5” (five inches)).

*Nelson suggested the following regarding the RFP's:*

- a) 1.5” or lower including bare root as the nurseries are struggling to provide trees because so many communities are having to remove trees and the price for trees is also rising, b) to break the proposals into four sections of the town which would make the numbers more manageable for a contractor to include with other work they already are contracted to do, c) to set up a marshalling yard in Stoughton as some communities do not allow the wood to travel through their communities which might lead to much higher costs d) purchase a larger chipper and do some of the work in-house e) hire more employees

- 8) **Future Agenda Items:** EAB, Planting List Update, Street Tree Installation Ord.

**Motion by Tangeman, seconded by Kvalheim to adjourn the meeting at 6:30 p.m. Respectfully submitted 4/16, Vickie Erdahl - Staff**