

TREE ADVISORY COMMITTEE – January 19, 2017

The Tree Advisory Committee held a meeting on Thursday, January 19<sup>th</sup> 2017 at 7 am at City Hall Council Chambers.

4 Member Committee - Voting Members

- Larry Ohlinger (present)
- Paul Bruck (present)
- Jay Christensen (present)
- Mike Anliker (absent)

Also Present: Gene Gettys (City of Harlan, meeting chair and recording secretary), Ken Weber (HMU)

The meeting was called to order. Jay Christensen made a motion, seconded by Larry Ohlinger to approve the agenda, motion carried.

Conflicts of interest are to be stated if and when applicable. None stated.

Larry Ohlinger made a motion, seconded by Paul Bruck to approve the minutes of September 29<sup>th</sup>, 29<sup>th</sup> 2015. Motion carried.

Gene Gettys distributed a letter to the committee from Mike Anliker (letter attached). The committee reviewed and discussed the letter.

- Meeting timing and frequency was reviewed and the committee will meet at least annually with the suggested time to be in September.
- The Street Department removes trees throughout the year based upon resource and equipment availability.
- The City does grind stumps after tree removal.
- Property owners may contact City Hall or the Street Department to have a tree considered for removal.
- Notification to the property owner in the past regarding tree removal has been verbal. In the future the City will send a letter to the property owner when a tree is approved by the committee for removal. Larry Ohlinger made a motion, seconded by Paul Bruck, for the City to draft a letter to be sent to property owners. Motion carried. The City Administrator will work with the City Attorney on development of a letter.

Location	Committee Reviewed	Approved	Removed	Notes (if needed)
501 5th	1/19/2017	Yes		
1321 Victoria	1/19/2017	No		walnut trees and they are not dead
1011 Park	1/19/2017	Yes		Started removal 1/19/17
1902 7th	1/19/2017	Yes		
605 Baldwin	1/19/2017	Yes		
112 Court	1/19/2017	Yes		
1316 Grand	1/19/2017	Yes		
1611 9th	1/19/2017	Yes		
2304 9th	1/19/2017	Yes		large tree and may be removed professionally
1702 7th	1/19/2017		Yes	trees already removed by homeowner and replanted
1710 7th	1/19/2017	Yes		
608 Dye	1/19/2017	No		
1220 Garfield	1/19/2017	Yes		impacting curb & storm sewer
1111 Baldwin	1/19/2017	Yes		damaged in storm and dying, may need removed professionally

Additional items of discussion:

- The City does not perform tree trimming or removal of trees which are not dead, diseased or damaged.
- It was discussed and agreed to implement a new method for identifying trees for removal instead of painting a green dot. The City will use a metal tag to attach to the tree which can be removed if the tree is not approved for removal.
- Paul Bruck inquired about liability to the City if a tree is not removed in a timely manner and were to subsequently damage property or person. City Administrator will follow-up with the City Attorney.
- In the coming Fiscal Year the City has budgeted a line item for hiring professional tree removal of larger trees or trees which may be difficult to remove which require more specialized equipment or training.
- Black locust trees are being removed in the GH Christiansen Subdivision due to a recent request of the DNR and County Conservationist as they are a very invasive, aggressive tree.
- The City will continue to monitor the ash borer situation. A few smaller ash trees have been removed in the past year.

The next meeting is scheduled for Thursday, September 14<sup>th</sup> 7 am at City Hall. There being no further business the meeting was adjourned.

Gene Gettys, Recording Secretary

*These minutes are as recorded by the Secretary and are subject to Committee approval at the next regular meeting.*

TREE ADVISORY COMMITTEE – August 31<sup>st</sup>, 2017

The Tree Advisory Committee held a meeting on Thursday, August 31<sup>st</sup>, 2017 at 7 am at City Hall Council Chambers.

4 Member Committee - Voting Members

Larry Ohlinger (present)  
Paul Bruck (present)  
Jay Christensen (present)  
Mike Anliker (absent)

Also Present: Gene Gettys (City of Harlan, meeting chair and recording secretary)

The meeting was called to order. Larry Ohlinger made a motion, seconded by Jay Christensen to approve the agenda, motion carried unanimously.

Conflicts of interest are to be stated if and when applicable. None stated.

Larry Ohlinger made a motion, seconded by Jay Christensen to approve the minutes of January 19<sup>th</sup>, 2017. Motion carried unanimously. The below list of trees was reviewed for approval.

	Location	Type	Committee Reviewed	Approved
1	1509 6th	maple	8/31/2017	No
2	901 10th	2 maple	8/31/2017	No
3	1102 Elm	maple	8/31/2017	No
4	HS Baseball Field East of press box		8/31/2017	Yes
5	804 Hill Street	ash	8/31/2017	Yes
6	1008 Elm Street	2 Maple	8/31/2017	No
7	1611 5th Street (along Laurel)	Walnut	8/31/2017	Yes
8	1701 9th Street	maple	8/31/2017	No
9	1912 10th Street	1 Ash along Elm St	8/31/2017	Yes
10	708 Broadway	maple	8/31/2017	No
11	908 Elm Street	maple	8/31/2017	No
12	1417 Pine (corner of College Place)	elm	8/31/2017	Yes
13	1712 7th	ash	8/31/2017	Yes
14	510 Hill	maple	8/31/2017	Yes
15	608 Tarkington	ash	8/31/2017	No
16	812 Hill	white oak	8/31/2017	Yes
17	1420 Lincoln (along College Blvd)	2 trees	8/31/2017	Yes

Gene Gettys distributed a letter to the committee from Mike Anliker (letter attached). The committee reviewed and discussed the letter.

- Sample letters to property owners of trees reviewed by the committee were distributed. These letters were reviewed and approved by the City Attorney. The letters will be mailed to respective property owners after each committee meeting.

- After the January meeting the City Attorney was consulted regarding liability of trees not removed by the City in a timely manner. Liability may exist and would likely be determined and settled by insurance companies as each case may be different.
- One tree has been removed professionally this calendar year. Trees are removed as resources and equipment are available, as well as work priorities in the department. For example, in some cases a larger bucket truck may be needed. The City does not have a full-time department for trees nor are additional funds being allocated in the present year.
- Through regular meetings, in addition to an Excel spreadsheet logging status of all trees, it is expected removal of trees will be effectively managed.

There being no further business the meeting was adjourned. The next meeting is scheduled for Thursday, May 10<sup>th</sup> 2018 7 am at City Hall. There being no further business the meeting was adjourned.

Gene Gettys, Recording Secretary

*These minutes are as recorded by the Secretary and are subject to Committee approval at the next regular meeting.*