

The monthly meeting of the Town of Highland Tree Board will be held at 7:00 PM, April 21, 2022 in the Building Department Meeting Room at Town Hall and as a Zoom Meeting. "At least 50% of the Board Members must be physically present at the meeting to establish a quorum. A member may not attend more than 50% of the board meetings in a calendar year by means of electronic communication unless the member's use of electronic communication is due to: military service; illness or other medical condition; death of a relative; or an emergency involving actual or threatened injury to persons or property." [See Highland Ordinance 1765 Establishing Policy by which Members of Boards and Commissions can participate by Electronic Means.]

Richard Underkofler
Secretary

Topic: Town of Highland - Tree Board
Time: Apr 21, 2022 07:00 PM Central Time (US and Canada)

Join Zoom Meeting
<https://us06web.zoom.us/j/84407388779?pwd=M2ptSXRIQjFXTnNRVzg4dllxTFRWQT09>

Meeting ID: 844 0738 8779
Passcode: 377517
One tap mobile
+13126266799,,84407388779#,,,,*377517# US (Chicago)
+16465588656,,84407388779#,,,,*377517# US (New York)

Dial by your location
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington DC)
+1 346 248 7799 US (Houston)
+1 720 707 2699 US (Denver)
+1 253 215 8782 US (Tacoma)
Meeting ID: 844 0738 8779
Passcode: 377517
Find your local number: <https://us06web.zoom.us/u/kgGPSXqw>

Highland Tree Board
Agenda for Regular Meeting
Thursday, April 21, 2020 – 7 PM

1. Roll Call:

Board Members: James Colias, Elizabeth Herrejon, Ron Jackowski, Joan Roback, Laura Steyer, Richard Underkofler, Bernie Zeman. *Joan Roback has given notice she intends to participate by Zoom.*

Invited Town Staff: Mark Herak, Clerk/Treasurer; Mark Knesek, Public Works Director; Tim Gembala, Public Works Operations Director; Alex Brown, Superintendent, Parks & Recreation Department; Trever Kinley, Parks Director.

Others: webupdates@theideafactory.us.com c/o Theresa Badovich; Ed Dabrowski, Zoom Meeting Host; Lance Ryskamp, Highland Community Foundation; Heather Oaks, Teacher/Sponsor Highland High School

Sustainability Club; T. Hillegonds, Teacher/Sponsor Highland Middle School Science Club; Drew Hart, USDA, Forest Service; Samuel Vergara, The Student Conservation Association; Jennifer Birchfield, NIRPC; Rebecca Koetz, County Extension Agent; Mark Topp, Principal, Our Lady of Grace School; Andrea Nichols, NIPSCO Arborist & Supervisor, Forestry Operations.

2. **Minutes:** Request for a motion to approve minutes of the last meeting held March 17, 2022.

3. **Old Business:**

- a. Student Conservation Association (SCA) Plantings: Funding for SCA plantings is provided from the National Fish and Wildlife Foundation’s Chi-Cal Rivers Fund; its grant funding has been approved again for this year. The SCA has been asked to replace trees next Spring upon verification for SCA 2020 plantings that may have died – 3 at Merkley School and 3 at White Oak Park. We’ve been asked to suggest Fall 2022 planting locations.
- b. CommuniTree Spring 2022 Application: Funding for the CommuniTree Grant Program is made possible through a Great Lakes Restoration Initiative grant awarded to the Northwestern Indiana Regional Planning Commission by the USDA Forest Service. 30 trees were requested. The Serviceberry and Hawthorn aren’t the exact species requested, but a substitution based on what the nurseries had.

Tree	Species	Number
Allegheny, Serviceberry	<i>Amelanchier laevis</i>	4
Hornbeam, American (Blue Beech)	<i>Carpinus caroliniana</i>	5
Hawthorn, Downy	<i>Crataegus mollis</i>	5
Tulip	<i>Liriodendron tulipifera</i>	8
Ironwood	<i>Ostrya virginiana</i>	3
Oak, Chinquapin	<i>Quercus muehlenbergii</i>	5
	Total	30

Public Works Director Mark Knesek asked “Can we get some hybrid American elm or Black gum instead of Hawthorn and Serviceberry. I have had many complaints about the mess the berry’s make. Hawthorn is thorny and branches are very low next to a sidewalk and street.” Jennifer Birchfield replied “I think I can work out to get you some Elm. Unfortunately, Black gum was in extremely short supply this year from the nurseries. I’ll take a look at my spreadsheet to confirm what I can do and provide an update by Monday. Thanks.” A list identifying species and homeowner planting locations may be received from Tim Gembala by the time of this meeting.

- c. Tree Signs: Board members were asked to review the recommended application at this link [\[https://www.plantsmap.com/highland-trees\]](https://www.plantsmap.com/highland-trees) together with a cost estimate to be provided by Ron Jackowski. Be prepared to approve or deny the plants map application.
- d. Board Introduction/Solicitation Letters: Status report from Jim Colias and Joan Roback. Bernie Zemen reported he was able to secure some funding in the Town Council’s budget for reimbursements for the mailings and other Tree Board operating expenses.
- e. 2022 Arbor Day Event: The Town of Highland is hosting its 2022 Arbor Day Celebration with the students and staff of Our Lady of Grace School. On March 28th Town Council President Bernie Zemen signed an Arbor Day Proclamation prepared by Clerk/Treasurer Mark Herak. The event will begin across from the school in Main Square Park at 10 am on Friday, April 29, 2022. The program will consist of an opening ceremony, a reading and delivery of a proclamation by the Council President. There will be remarks by State Senator Michael Griffin and State Representative Mike Andrade, who each will be providing a few saplings for the students from their state nursery

legislative allocation. NIPSCO will donate a 1.5 caliper tree for planting in the park. Andrea Nichols, NIPSCO Arborist & Forestry Supervisor, will provide remarks about how to plant and care for a new tree and make sure that there is a supply of NIPSCO's "Right Tree, Right Place" pamphlet to hand out. Andrea asked which type of tree we would like. Underkofler suggested an evergreen tree in a space that will accommodate a large tree (Douglas Fir, White Pine, Blue Spruce or Norway Spruce). Parks Director Trever Kinley has been asked to message Andrea with a species preference and an 811 confirmation number for the planting site. Underkofler asked the Parks Department to provide a memorial plaque with a logo near the donated tree to acknowledge the NIPSCO contribution and to consider this inscription, "The Town of Highland (a Tree City USA) and NIPSCO (a Tree Line USA Utility) planted this tree Friday, April 29, 2020 to mark the 150th anniversary of Arbor Day."

4. New Business:
 - a. Streetscape Trees: At last month's meeting Ron Jackowski said he has some trees growing in his backyard that are ready for donation and transplanting. Public Works has been asked if street projects scheduled for this year where streetscape is needed or occurring. If trees are specified in a street improvement contract, we can claim the number and value in our 2022 Tree City USA application.
 - b. SCA Fall 2022 Tree Planting Locations: Suggestions are welcome and encouraged.
 - c. Community Planting/Pruning Seminars: Confirm trainers, dates, times and venue.
5. Discussion Topics: Comments from Board Members, the Public and/or Visitors: This item of business is confined to announcements of intention to bring a future action, or requests for the preparation of administrative work product for future consideration. In no instance may a matter for final action be taken up under this item of business.
6. Next Meeting: May 19, 2022.
7. Adjournment