

**Meeting Memoranda**  
**Town of Highland Tree Board**  
**June 16, 2022**

1. Time and Place of Meeting: In the absence of the Chair, Vice Chair Ron Jackowski called the monthly meeting of the Tree Board at 7:00 PM, June 16, 2022 at Town Hall and as a Zoom Meeting.
2. Roll Call:  
Present: Board Members Ron Jackowski and Richard Underkofler at Town Hall. Bernie Zemen and Elizabeth Herrejon, who joined the Zoom session late.  
Absent: Board Members James Colias, Joan Roback, Laura Steyer and other invited employees of the Town and agencies.
3. General substance of matters proposed, discussed, or decided - record of all votes taken by individual members if there is a roll call:
  - Because a quorum was not available at the beginning of the meeting, no votes occurred. There was no objection to draft minutes of the May 19, 2022 meeting sent to all board members prior to the meeting and posted on the Town's website.
4. 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 2022. The SCA has been asked to replace two trees this Spring for SCA 2020 plantings that died: an oak across from a vacant lot on the north side of 42<sup>nd</sup> Street at Merkley School; and an oak on the west side of White Oak Park. We've been asked to suggest other Fall 2022 planting locations.
  - b. CommuniTree Spring 2022 Plantings: 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. The Spring planting location inventory was not available from Tim Gembala by the time of the meeting.
  - c. Tree Signs: Colias reviewed the walk along Wicker Park from the entrance gate on Prairie to Indianapolis Blvd, where there are no tree identification signs. He will contact Wicker Park Staff to present our sign ideas.
  - d. Board Introduction/Solicitation Letters: Colias reported to date no responses have been received to our letter mailed to community service clubs, businesses and churches.
  - e. Community Tree Planting/Pruning Seminars: Colias reported he will secure speakers and coordinate sessions in the fall at Highland Library. Elizabeth Herrejon and Colias contacted Lake County Extension Agent Rebecca Koetz about holding a tree related training class for children this summer for which there are no further specifics at this time.
  - f. AT&T Fiber Optic Installation: Ron Jackowski reported utility locate flags are appearing all over town where fiber is likely to hamper future tree planting in parkways. He inquired if maps are available showing where fiber has been or will be installed so they may guide future plantings. Underkofler asked Dan Dernulc at AT&T for contact information for the subcontractor performing the work.
  - g. Beautification of the Embankment around the Downtown Parking Lot: A \$14,200 estimate was secured by Parks Director Trever Kinley from Dave's Tree Service for clearing the depot side of the embankment around the downtown parking lot of scrub trees and invasive vegetation. The Park

Board asked for a contribution of two thirds of the clearing cost from the Redevelopment Commission and/or Town Council (acting as the Board of Works). The Park Board is willing to assume future maintenance expense of the area and one-third of the clearing cost. An email was sent to the Redevelopment Commission and Town Council asking to place this subject on the agenda for consideration and discussion at next study sessions of the Commission and Council. Clerk-Treasurer Mark Herak added this item to the Town Council's 6-22-22 study session agenda.

- h. Streetscape Trees: At recent meetings Jackowski reported large elm and sugar maple trees are available in his backyard for transplanting. Plans were formulated to plant them at locations where trees have died, in Bernie Zemen's subdivision (2736 43rd Street) and in Elizabeth Herrejon's subdivision (8505 Juniper Trail). We will soon meet on a date to be determined Tuesday thru Friday after 3:30 PM to plant them.
- 5. New Business: None
- 6. 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.
- 7. Next Meeting: September 15, 2022. The Board is not scheduled to meet in July or August.
- 8. Adjournment: The meeting ended at 7:45 PM followed by travel to the homes of Zemen and Herrejon to select species and sites for transplanting Jackowski's trees.

Respectfully submitted,



Richard Underkofler, Secretary