

The monthly meeting of the Town of Highland Tree Board will begin at 7:00 PM, Thursday, May 16, 2024 at Town Hall in an upstairs meeting room; and as a Zoom Meeting.

Richard Underkofler Secretary

Edward Dabrowski is inviting you to a scheduled Zoom meeting.

Topic: Town of Highland, IN - Tree Board

Time: May 16, 2024 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/87924883688?pwd=ZpTatyvxH8eORWdD0QaqERTxaYmPom.1>

Meeting ID: 879 2488 3688

Passcode: 859339

**Highland Tree Board Agenda for Regular Meeting
Thursday, May 16, 2024 – 7 PM**

Roll Call:

Board Members: Mary Ann Brunt, Jim Colias, Ron Jackowski, John (JT) Mackey, Blane Roberts, Arleen Sandrick, Richard Underkofler. Alex Robertson is the Town Council's Tree Board Liaison. webupdates@theideafactory.us.com c/o Theresa Badovich & Robin Carlascio.

Invited Town Staff: Philip Scheeringa, Council President; 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; Maria Becerra, Redevelopment Director; Edward Dabrowski, IT Director.

Others: Doug Van Ramshorst, Highland Community Foundation; Drew Hart, USDA, Forest Service; Jennifer Birchfield, NIRPC; Rebecca Koetz, Lake County Purdue Extension Educator; Connie Wachala & Cathy Perrin, Highland Neighbors for Sustainability; Mélina Blanc, Delta Institute; Nina Brown & Monica Kurz, Teacher/Co-Sponsors Highland High School Sustainability Club.

Minutes: A motion is requested to approve the minutes of the last meeting held April 18, 2024.

Old Business:

- a. **Zoom Meeting:** Thank you Highland IT Director Ed Dabrowski, who offered to set up this meeting on Zoom.
- b. **Cicada Presentation:** Thank you Robin Carlascio for this nice article that appeared in the May publication of *Gazebo Express*, "Following a nap that lasted for more than a decade, two broods of ravenous cicadas are preparing to emerge, focusing their mating and feeding on a large swath of

the Midwest that includes Lake County. Both broods will emerge at the same time in a rare, synchronized event that last occurred in 1803. The 2024 dual arrival is a once-in-a-lifetime event. Join the Tree Board and DNR Entomologist Kallie Bontrager at 7 p.m. May 21 in Room 116 at the Lincoln Center for a presentation and question-and-answer session about cicadas and their emergence. Learn how it can impact your neighborhood, trees and landscape.”

- c. **CommuniTree Grant Trees:** Underkofler received an email from Drew Hart of the Forest Service reporting there will not be a Spring grant this year, but one is scheduled for the Fall. Notice was given to homeowners who were expecting a Spring distribution. Cynthia Batka, 3430 43rd Street, sought permission to privately purchase two Maple Trees for her parkway. See an updated 2024 tree request list and a new Public Works Tree Request Form forwarded with this agenda.

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.

- a. **Meet with Merrillville and Valparaiso Forestry Staff:** Ron Jackowski reported he will meet with Merrillville Storm Water Manager Matt Lake and Valparaiso Arborist Matt McBain to secure answers to questions he identified about their community forestry operations.

- b. **Jackowski Nursery Trees:** Bernie Zemen requested a transplanted tree at 2736 43rd Street.

- c. **Action Plan:** The Board may review, change and update its 2024 Action Plan.
 1. Monthly idea sharing of new ideas to keep the Board moving forward - all Board Members.
 2. Become a member of the Indiana Arborist Association and participate in the IAA Annual Conference. Completed 1/23/24 by Jackowski and Underkofler.
 3. Seek Town Council appointments to expiring Board Member terms. Completed 3/11/24.
 4. Cancel Board Meetings again in July and December – Decided 4-18-2024.
 5. Participate in Park Pride Day – Completed 4/20/24.
 6. Organize an annual Arbor Day Observance – Assigned to Underkofler; completed 4/26/24.
 7. Post a Tree of the Month and Tree Care Tips on the Board's Facebook Site - Assigned to Colias.
 8. Attended Chamber of Commerce lunch meetings to establish community partnerships and sponsorships. Assigned to Sandrick; First Meeting 5-14-24.
 9. Secure 1-2 speakers per year for educational sessions on pertinent topics - Assigned to Colias. A first session about Cicada Information is scheduled for 5/21/24.
 10. Resume Zoom Meetings - Ed Dabrowski offered to set them up 5-16-24.
 11. Review whether the Approved / Unapproved Species List needs an update. Assigned to Jackowski.
 12. Secure utility clearance and transplant Jackowski nursery trees. Assigned to Jackowski. Requests received: Bernie Zemen, 2736 43rd Street.
 13. Participate in the Fourth of July Parade with Highland Neighbors for Sustainability to be coordinated by Mary Ann Brunt - Wednesday, 7/3/24 6:30 PM.

14. Formulate an RFP for a tree care contractor to provide pruning services that would contain specifications, a schedule for a multi-year project by geographical area, budget by year and method of compensation. Assigned to Underkofler for Town Council Budget Request.
15. Renew Arbor Day Foundation membership – Assigned to Underkofler 8/10/24.
16. Renew application for 2024 Tree City USA recognition before December 31. Assigned to Underkofler.
17. Establish a list of 2024 accomplishments/key facts and publish an Annual Report for a media release to the Gazebo Express, NWI Times and WJOB. Assigned to Underkofler.

Next Meeting: Thursday, June 20, 2024.

Adjournment