

**WINCHESTER TREE COMMISSION
MINUTES
February 25, 2010**

The regularly scheduled monthly meeting of the Winchester Tree Commission was held on Thursday, February 25, 2010 at 4:00 p.m. in the Conference Room of the Administration Building at City Yards.

Mr. Farris, Chair, called the meeting to order.

Mr. Farris made a motion to approve the January minutes; seconded by Mr. Roulston, motion was approved.

Ms Christen made a motion to accept the January special meeting minutes; seconded by Mr. Roulston, motion was approved.

Mr. Farris added that these minutes will need to be reapproved at the next regular meeting of the Tree Commission at which a quorum is present.

Members present: Mr. Patrick Farris, Mr. T'ai Roulston, and Ms. Kate Christen.

Members absent: Ms. Allison Major, Ms. Mary Stickley, and Ms. Chris Scully.

Staff present: Clint Cantrell, Tim Stern, Tom Hoy and Kelly Feltner.

Guests present: Tom McCampbell and Ken Rutherford from Allegheny Power.

Guests Comments:

Mr. Farris asked for the guests to introduce themselves. Tom McCampbell said he is the Forester from Allegheny Power and currently works out of the Luray Service Center with the transition to the co-op; he will be taking care of Winchester, Shenandoah County and Page County. Ken Rutherford, Forester for Allegheny Power, works in Winchester now and will be at Rappahannock Electric; he will be working out of Front Royal and covering to the East and South towards Culpepper.

New Business:

1) Construction of Tree Commission meeting and business protocol:

Mr. Farris stated that he would like to set a date for the retreat between late spring and summer. He would like to set the date at the March meeting.

2) Consideration of Tree Removal/Trimming requests:

602 Patterson Ave

Ms. Christen made a motion to approve the removal of the Sweet Gum tree located at 602 Patterson Ave; seconded by Mr. Roulston, motion was approved.

616 Patterson Ave

Ms. Christen made a motion to approve the removal of the Sweet Gum tree located at 616 Patterson Ave; seconded by Mr. Roulston, motion was approved.

3) 2010 Zone submissions from Commission members:

Mr. Farris stated that a concern was raised to him by some members of the Commission that the heavy snow is still making it difficult to make an accurate determination of the appropriate species or quantity of trees to recommend, or even top ascertain proper locations for trees. He stated that he would have the City Arborist submit to the City Manager the full recommendations of the zone submissions by the March meeting, and that he would be in contact with the City Manager concerning this weather-related delay. He said this is later than usual due to the snow.

4) Theme for 2010 Arbor Day Essay Contest: “Biodiversity is the Spice of Life: Why Does the City of Winchester Need Many Different Species of Trees?”

Mr. Farris stated that this was the consensus result for a theme and that he did get feedback and that he incorporated it. He said that the Tree Commission can go ahead and submit this to make the layout for the flyer to the City Arborist. Mr. Farris said that he will make two or three copies for each elementary school and then email all the fourth grade teachers as well.

Old Business:

1) City’s current Infrastructure Improvement Project along Cameron Street:

Tim Stern stated it is out for bid right now and it can be seen on the City’s website. The pre-bid meeting was February 24, 2010. Mr. Roulston asked Tim if any of the landscapers had a problem with the choices of the Linden and Bald Cypress trees. Tim said none of the landscapers at the pre-bid meeting had a problem with it and they are going to bid assuming that they can find the trees. Tim also said that if they have trouble finding any of the trees they requested, the Commission can have the opportunity to deal with that contingency at that time. Mr. Farris said that it is his understanding that the landscapers’ work will be reviewed by Tim pending payment to ensure the quality and accuracy of the work.

Comments from Commission Members:

1) Mr. Roulston asked Mr. Farris to clarify an email submitted by Jim Lawrence concerning tree plantings in the City. Mr. Farris stated that the Natural Resources Advisory Board will look for city-owned properties and/or private land this spring in order to plant trees. Mr. Farris said he will contact Jim Lawrence and ask how he would envision the Tree Commission helping out.

Comments from City Staff:

1) Tom Hoy asked Tim Stern to update everyone with the Tree Removal Grant, and Tim stated that he is currently in the process of obtaining a purchase order and he went with Sky View Tree Experts and it was for \$10,395.00 and he is hoping the purchase order will be in within the next few days. He said he expects the work to start next week, the week of March 1, 2010. Ms. Christen asked Tim if he has seen problems with the trees from the snow storms; Tim responded that he has seen mostly fallen branches.

Adjourn:

With no further business to discuss, Mr. Farris adjourned the meeting.

**CITY OF WINCHESTER
TREE COMMISSION
STAFF REPORT FOR JANUARY 2010
SUBMITTED FEBRUARY 25, 2010**

This report is a summary of contractor expenses and an activity listing of trimmings, plantings, removals and stump grindings for the month of January 2010.

**EXPENSES REPORT
(Billings for January 2010)**

CONTRACTOR TRIMMINGS:	CONTRACTOR PLANTINGS:	CONTRACTOR REMOVALS:	TOTAL:
\$ 0	\$ 0	\$ 750.00	\$ 750.00

ACTIVITY REPORT

TRIMMING:	PLANTINGS:	REMOVALS:	STUMP GRINDING:
Melvor Ln. (trimmed all 24 young trees).		204 Sheridan Ave.	809 National Ave.
208 Sheridan Ave.			E. Piccadilly St. beside train station
Wayne Dr. (trimmed 35 young trees btwn. Melvor and Harvest Dr.)			1624 Handley Ave.
Harvest Dr. (trimmed 13 young trees btwn. Sterling and Wayne Dr.)			1637 Handley Ave.
207 Sheridan Ave.			
306 S. Washington St.			
804 National Ave. x2			
Harris Alley x25			
102 trees	0 trees	1 trees	4 stumps