

**MINUTES OF THE REGULAR MEETING OF THE  
MICHIGAN CITY TREE BOARD  
JANUARY 9, 2008**

The Michigan City Tree Board met in a regular meeting in the Common Council Chambers, City Hall Building, 100 East Michigan Boulevard, Michigan City, Indiana, on Wednesday, January 9, 2008, at 6:00 p.m. local time; the date, hour, and place duly established for the holding of said meeting.

**CALL TO ORDER**

Chairman Bolton called the meeting to order at 6:08 p.m.

**ROLL CALL**

The roll was called with the following noted present: William Bolton, Patricia Boy, Dan Carabine, Kathy Ceperich, Dave Morlan and Mick Wulff. John Flegel was absent. (6 present, 1 absent) Staff in attendance: City Forester Frank Seilheimer and Secretary Debbie Wilson.

**ELECTION OF OFFICERS**

The nominating committee recommended retaining the same officers for 2008 as in 2007.

***Ms. Ceperich made a motion to retain the same officers for 2008 – William Bolton, President and Dave Morlan, Vice-President. The motion was seconded by Mrs. Boy and unanimously approved.***

**APPROVAL OF MINUTES**

The Chair entertained a motion for approval of the minutes of the regular meeting of December 5, 2007.

***A motion to approve the minutes was made by Mrs. Boy – seconded by Mr. Morlan and unanimously approved.***

**SECRETARY-TREASURER'S REPORT**

The financial report ended December 31, 2007 was submitted and reviewed.

Mr. Seilheimer made note that the tree fund will be credited approximately \$2,400 from the Park Department to reimburse us for trees we purchased.

Chairman Bolton stressed the importance of utilizing the Boards' funds from year to year so the Board can maintain the use of the funds in future years.

Mr. Wulff commented on the membership and dues fund stating that the Board only paid for Mr. Seilheimer's membership dues, when in the past the Board used to pay for a couple of other Board members' dues. He said that those unused funds reverted back to the General Fund when other Board members could have also had their memberships paid for from that fund. He asked how this will be dealt with in the future.

Board members explained that the money could only be spent on an as needed basis because the State had not approved the budget until late in the year.

Mr. Bolton explained that before there was a City Forester, a couple of the Boards' members had membership with the ISA.

Mr. Bolton stated that funds can now be used appropriately. He also noted that the Board has money to utilize this year from the Arbor Day fund, and those funds must be expended this year.

Discussion ensued regarding the purpose and benefit of more than one membership in the ISA, and if Mr. Seilheimer's membership would cover himself or the Board as a whole.

Mr. Seilheimer replied that he does not govern over the whole Board. He explained that Mr. Bolton's membership was to the position of President as opposed to him personally.

Ms. Ceperich suggested investigating other organizations for Mr. Seilheimer to have membership in.

Mr. Seilheimer asked if the Board has been a member of the Urban Forestry Council.

Mr. Bolton stated that they have been a member every year. He also agreed that there may be other beneficial memberships for Mr. Seilheimer and asked Ms. Ceperich to look into it.

The Chair entertained a motion for approval of the financial report.

***A motion to approve the financial report was made by Mrs. Boy – seconded by Mr. Carabine and unanimously approved.***

**CLAIMS**

IUFC	2008 membership dues	\$50.00
Dave Morlan	Board member pay	50.00
Debbie Wilson	Secretarial services – Jan	<u>200.00</u>
		\$300.00

The Chair entertained a motion for approval of the claims

***A motion to approve the IUFC claim was made by Mrs. Boy – seconded by Mr. Morlan and unanimously approved.***

***A motion to approve the payroll claims was made by Mrs. Boy – seconded by Mr. Carabine and unanimously approved.***

**COMMUNICATIONS**

None

**COMMITTEE REPORTS**

**Arbor Day:** Ms. Ceperich stated that the Board initially talked about the possibility of having two Arbor Day events – one closer to the date in April working with the local youth doing tree planting; the second event possibly at Friendship Gardens the third Saturday in May, open to the public as an outreach type of program.

Mrs. Boy stated that she received a call from someone who suggested two groups to contact for more help – St. John’s Church and the Honor Society at the High School as they have community service requirements.

The Board agreed this needs further discussion and set a workshop for Wednesday, January 23<sup>rd</sup>, 12:30 p.m., at Swing Belly’s Restaurant.

**City Park Trees:** Mr. Seilheimer reported that they will remove the remaining trees in Washington Park left over from the storm clean up. Replanting will take place in the fall. Planting will take place in Gardena Park and Patriot Park this spring.

**City Street Trees:** Mr. Seilheimer reported that one dangerous tree was removed this week.

**Education:** Mr. Wulff asked that the Mayor be reminded of the vacancy to be filled on the Board from John Flegel leaving.

**Grant Application and Maintenance:** Mr. Seilheimer reported that a grant extension was received to finish planting in Pullman Forest this spring. He stated that the project came in under budget and the extra grant monies were transferred from construction to education for installation of an information kiosk. He is working on that as well as Mr. Morlan. When it is finished they will install it at the site. Grant close-out should take place within 3-4 months.

**Purchasing and Tree Planting:** Mr. Seilheimer noted that he needs to order seedlings and has to know if the Board will be giving them out for Arbor Day or if they will be utilized for a project. He asked that someone let him know soon.

**Planning Department:** Mrs. Boy mentioned that the new County-wide Comprehensive Plan is on-line at the [laportecounty.org](http://laportecounty.org) website.

**Urban Forest Plan Maintenance:** Mr. Seilheimer reported that he received a collection device. Pam Louks is looking into hosting a seminar for training on applications for the i-Tree program. He will be updating the inventory this summer and putting it into the new i-Tree program which will be filling the gaps in the maintenance program. He should have a report with projections, graphs, and tables by Christmas time this year.

Ms. Ceperich commented that it would be good if Mr. Seilheimer could work with some local youth groups and show them how the collection device and program works.

Mr. Seilheimer stated that the kids could collect the data and put it on paper; he could then enter the data into the program. He could work with them to do some sampling techniques and statistics in larger wooded areas.

**Tree City Designation:** Mr. Seilheimer explained that the main key in maintaining the growth award is not only task oriented, but also money oriented. The City spent \$17,000 more in daily operations last year due to the storm.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Mr. Seilheimer stated that in February IUFC wants us to give a presentation on rubber sidewalks. It will be on their agenda. He will e-mail the agenda to the Board members.

Also, he stated Pam Louks is looking into breaking up into regional meetings and broadcasting simultaneously, then holding one big annual meeting.

**BOARD MEMBER COMMENTS**

None

**PUBLIC COMMENTS**

None

**NEXT MEETING DATE**

Wednesday, February 6, 2008

**ADJOURNMENT**

The Chair entertained a motion for adjournment.

***A motion was made by Mrs. Boy – seconded by Mr. Wulff and unanimously approved.***

The meeting adjourned at 6:55 p.m.

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