

**MINUTES OF THE REGULAR MEETING OF THE  
MICHIGAN CITY TREE BOARD  
JUNE 5, 2013**

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, June 5, 2013, at 6:00 p.m. local time; the date, hour, and place duly established for the holding of said meeting.

**CALL TO ORDER**

President Mick Wulff called the meeting to order at 6:12 p.m.

**ROLL CALL**

The roll was called with the following noted present for the record: Patricia Boy, Kathy Ceperich, Bill Ginther, Laura Kalk, Jeffery Meyer, and Mick Wulff. Dave Morlan was absent. With 6 present and 1 absent a quorum was noted.

Staff present: Planning Department Secretary Debbie Wilson. City Forester Frank Seilheimer was absent.

**APPROVAL OF MINUTES**

The chair entertained a motion for approval of the minutes of the regular meeting of May 1, 2013.

***Mrs. Boy moved to approve the minutes as written. The motion was seconded by Mr. Ginther, with voice vote as follows: (Ayes): Patricia Boy, Kathy Ceperich, Bill Ginther, Laura Kalk, Jeffery Meyer, Mick Wulff (Nays): None***

***With a vote of 6 ayes and 0 nays, the motion was unanimously APPROVED.***

**SECRETARY-TREASURER'S REPORT**

The chair entertained a motion for approval of the financial report ended 05/31/13.

***Mr. Meyer moved to approve the financial report ended 05/31/13. The motion was seconded by Mrs. Boy, with voice vote as follows: (Ayes): Patricia Boy, Kathy Ceperich, Bill Ginther, Laura Kalk, Jeffery Meyer, Mick Wulff (Nays): None***

***With a vote of 6 ayes and 0 nays, the motion was unanimously APPROVED.***

**CLAIMS**

President Mick Wulff reviewed the claims for June and entertained a motion for approval.

***Mrs. Boy moved to approve the claims for June. The motion was seconded by Ms. Ceperich, with voice vote as follows: (Ayes): Patricia Boy, Kathy Ceperich, Bill Ginther, Laura Kalk, Jeffery Meyer, Mick Wulff (Nays): None***

***With a vote of 6 ayes and 0 nays, the motion was unanimously APPROVED.***

**COMMUNICATIONS**

(None)

**COMMITTEE REPORTS****Outreach:**

(Gardening/Landscaping Monthly News & Tips) Mrs. Kalk reported that the spring season had a slow start due to the weather. As she indicated last month, Ms. Kalk again stressed that fertilization is very important for trees and it is not too late to apply it. With regard to planting of trees, Mrs. Kalk advised that improper planting can cause tree death. Improper planting includes such things as planting too deeply, not providing the proper soil amendment, and not watering sufficiently. She commented that the Tree Board's website at [emichigancity.com](http://emichigancity.com) illustrates proper planting techniques. She added that it is very important to water the trees for the first and second seasons to get the roots stimulated. Rope wrapping should be cut away because the material does not break down as fast as the tree matures causing it to choke out and die. Because of the sandy soil in this area it is important to amend the soil with topsoil and sphagnum peat. The root ball should be level with the top of the ground and a root stimulator used or a multi-purpose fertilizer. Water every day for the first two weeks and several times a week thereafter for the first season and into the next spring and summer.

Mr. Wulff concurred with Mrs. Kalk's tips and also emphasized the importance of watering even during the fall season.

Mrs. Kalk added that mulch helps maintain the moisture as well as new products that are out with moisture control crystals.

Mr. Wulff mentioned that the city is using water bags around their trees. He said these bags are city property and can be reused on other trees when they are finished using them on the trees they are on, so he called upon the cooperation of the public to not

destroy these bags. He noted that the public can purchase these bags for use on their own private trees at stores like Lowes, Menard's, and others.

**City Park Trees:**

(No report)

**City Street Trees:**

Mr. Wulff mentioned that work continues in the park at Fedder's Alley.

**Grant Application and Maintenance:**

(No report)

**Purchasing and Tree Planting:**

Mrs. Boy reported on a matter mentioned at the previous Tree Board meeting regarding a homeowner on Manhattan Street requesting a tree. She stated that the city forester has gone out to the site but indicated there is no planting site available on city property.

Mr. Ginther stated that he also went out to look at the site and confirmed there is no room for planting a tree.

**Planning Department:**

Mrs. Boy had no items to report.

**Urban Forest Plan Maintenance:**

(No report)

**Tree City:**

Mr. Wulff stated that Michigan City received the Tree City USA award for 2012; this is 13 years as Tree City USA.

**OLD BUSINESS**

**Discussion of information for flyers to be included in water bill mailing:**

Mr. Meyer stated that the things Mrs. Kalk mentioned would be good to include in the flyer. He said his work/travel schedule is preventing him from working on this; but felt it was not too late to get the flyer out. He said what sparked this for him was people

cutting down healthy trees, which he said is still happening. He stated that another topic to be included in the flyer should be topping trees and the negative effects it has.

Mr. Wulff added that topping trees was done in the early 1970's – an archaic practice. Most arboriculture professionals have moved away from that practice as well as the city ordinance imposing fines for such practice on city trees. Mr. Wulff explained that in order to reduce the wind going around the tree, the 1", 2", and 3" caliper branches on the main leaders should be reduced allowing the air to flow through the tree.

Mrs. Boy mentioned that she did get confirmation from the Mayor's Office that the printing of the flyers can be done through Central Services instead of an outside printing service.

Ms. Ceperich stated that Mr. Seilheimer had indicated the city will be adding more tree information on their website. She said she would like to use the flyer to promote the website so people are aware that resource is available. The information in the flyers could also be tied to links within that website.

Mr. Meyer stated that a decision has to be made if the board is going to do this sooner or later or not at all, and if doing it sooner what the content would be.

Mr. Wulff stated that a commitment was made and the board should follow through with that commitment. He pointed out that a subcommittee was formed and Mr. Meyer was heading it up.

Mr. Meyer replied that he initiated the idea and talked to the Water Department about including the flyers in their water bill mailing. They indicated they could include the flyer at no cost to the board. The only cost to the board would be the printing fees, and it has been determined it can be done through Central Services at no cost as well. Mr. Meyer said the only thing remaining is determining the content of the flyers and when to send it out.

Ms. Ceperich suggested sending it out either in August or September.

Mr. Meyer suggested including information on what necessitates the removal of a tree, procedure of topping, and the importance of watering as those topics will hold true until the leaves are on the ground.

All agreed to try for an August mailing.

Mr. Meyer encouraged board members to circulate their ideas for content via email so it can be voted on at the next meeting.

Ms. Ceperich indicated that she would compile the information for the flyer. She asked for at least three ideas from each board member.

Mr. Meyer stated that the board could mail out flyers a couple times a year and publish the content on the website as well.

### **NEW BUSINESS**

#### **Approval of 2014 budget:**

Mr. Wulff suggested the board ask for more money in the education fund.

Mrs. Boy stated that specific reasons must be outlined to justify an increase in the budget.

Ms. Ceperich suggested for the next budget the board could possibly come up with proposals for education.

Ms. Ceperich also suggested the possibility of a fundraiser.

Mr. Meyer stated that again there would have to be specific projects in mind for the additional funding to make it a successful fundraiser.

***A motion was made by Mrs. Boy to approve submitting the budget as it currently is: Board members \$3,600; secretary \$2,400; FICA \$459; office supplies \$100; membership & dues \$300; education \$50; for a total budget of \$6,909. The motion was seconded by Mr. Ginther, with voice vote as follows: (Ayes): Patricia Boy, Kathy Ceperich, Bill Ginther, Laura Kalk, Jeffery Meyer, Mick Wulff (Nays): None***

***With a vote of 6 ayes and 0 nays, the motion was unanimously APPROVED.***

### **BOARD MEMBER COMMENTS**

Mr. Meyer mentioned that he noticed a maple tree on the south side of Barker Mansion with girdling roots that he would like the forester to look at.

Mr. Meyer commented that his work travel schedule inhibits his ability to participate the way he should with the board and he may have to resign.

Mr. Ginther commented that there are approximately 16 dead trees in the Michigan Boulevard median, with the majority being by the Animal Hospital. He questioned the warranty on the trees.

Board members believe they are covered by warranty and will be replaced yet.

Mr. Ginther also noted that there are a lot of suckers on the newly planted trees along Washington Street.

**PUBLIC COMMENTS**

(None)

**NEXT MEETING DATE**

Due to the next meeting falling the day before the Fourth of July holiday, board members agreed to reschedule the regular meeting to July 10<sup>th</sup>.

***A motion was made by Ms. Ceperich to reschedule the regular meeting to July 10<sup>th</sup>. The motion was seconded by Mrs. Boy and unanimously approved.***

**ADJOURNMENT**

The chair entertained a motion to adjourn.

***A motion to adjourn was made by Mrs. Boy – seconded by Mr. Meyer and unanimously approved.***

The chair declared the meeting adjourned at 6:50 p.m.

/s/ Kathy Ceperich, Secretary