

**MINUTES OF THE REGULAR MEETING OF THE
MICHIGAN CITY TREE BOARD
NOVEMBER 7, 2007**

The Michigan City Tree Board met in a regular meeting in the Planning Department Conference Room, City Hall Building, 100 East Michigan Boulevard, Michigan City, Indiana, on Wednesday, November 7, 2007, 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 6:10 p.m.

ROLL CALL

The roll was called with the following noted present: William Bolton, Kathy Ceperich, Dave Morlan, and Mick Wulff. Patricia Boy, Dan Carabine, and John Flegel were absent. (4 present, 3 absent) Staff in attendance: City Forester Frank Seilheimer and Secretary Debbie Wilson.

APPROVAL OF MINUTES

The Chair entertained a motion for approval of the minutes of October 3, 2007.

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

SECRETARY-TREASURERS REPORT

The financial report ended October 31, 2007 was submitted and reviewed. It was also noted that the budget has not been officially approved by the State yet.

The Chair entertained a motion for approval.

A motion to approve the financial report was made by Mr. Bolton – seconded by Mr. Morlan and unanimously approved.

CLAIMS

The Secretary requested approval of monthly secretarial services in the amount of \$200.00 as well as monthly Board member pay for Dave Morlan in the amount of \$50.00.

The Chair entertained a motion for approval of the claims.

A motion to approve the claims was made by Mr. Wulff – seconded by Mr. Morlan and unanimously approved.

COMMUNICATIONS

Mr. Bolton informed the Board that he received a call from John Flegel who has indicated that he has taken on a position with another company. Since a lot of travel is involved with this new position, he will be regrettably resigning from the Board and will send a letter to the Mayor.

Mr. Bolton advised Board members of the annual Indiana Arborist Association conference to be held January 15-17, 2008 in Indianapolis. He distributed registration forms to Board members if anyone is interested in attending.

COMMITTEE REPORTS

Arbor Day: Discussion took place in regards to next years' event in hopes of partnering with another organization. Ms. Ceperich suggested working with 4H to get youth involved.

Mr. Wulff nominated Ms. Ceperich to serve on the Arbor Day Committee in place of Mr. Carabine. Ms. Ceperich accepted the nomination.

Ms. Ceperich will contact 4H, scout groups, and Save the Dunes to see if anyone would be interested in coordinating with the Arbor Day celebration next year. She suggested that the Board decide on a date for the event so it can be put on the calendar.

City Park Trees: Mr. Seilheimer reported that they continue to plant trees throughout the city. He is also working on a pocket park at the dead end of Lexington Road in Village Green. A large mound of dirt and concrete debris was removed. The site was prepared and he will plant trees tomorrow. The Village Green Neighborhood Association will maintain the park and will plant flowers in the spring.

City Street Trees: Mr. Seilheimer reported that trees have been planted on Washington Street to Barker Avenue. Next week planting will take place in the area of Charles Street, Homer Street, Ripley Street, and Williams Street.

Mr. Bolton asked what determines what type of tree will be planted in each location.

Mr. Seilheimer stated that it is random – alternating between small and large growing trees. He will plant the largest growing tree possible for the location.

Education: Ms. Ceperich noted that a press release was in the News Dispatch for Oak Wilt. Mr. Seilheimer has also been contacted by the Post Tribune.

Grant Application and Maintenance: Mr. Seilheimer reported that he did some grant maintenance for Pullman Forest. Approximately \$8,000 will be reimbursed to the NICTD account.

He will follow-up in the spring by planting a few maple trees and the remaining seedlings he gets through the DNR. Close out of the grant is expected by the end of May '08.

Mr. Morlan reported that the Department acquired a water truck through the airport. It is a tank they used for fueling the airplanes. The tank will be properly cleaned out so that it can be safely utilized for watering.

Mr. Seilheimer mentioned that Forestry Department logos are being made for the trucks.

Purchasing and Tree Planting: Mr. Seilheimer stated that 120+ low growing trees were purchased for \$8,390, which included digging, balling, burlap, and delivery. The Park Department paid \$2,800 for trees at Gardena Park.

Planning Department: No report.

Urban Forest Plan Maintenance: Mr. Seilheimer reported that the i-Tree program will be utilized. In order to use the program, a data collection device (hand held computer) needs to be purchased. The price is approximately \$400. This device would allow the program to be used as a working inventory.

Mr. Wulff made a motion to appropriate \$500 from office supplies to purchase the data collection device. The motion was seconded by Mr. Morlan and unanimously approved.

Tree City Designation: Mr. Seilheimer stated that he received the application. He should have a report from Monique by mid-December and will mail in the application.

OLD BUSINESS

None

NEW BUSINESS

Mr. Seilheimer stated that the Mayor sent him an application for the 2008 Awards of Excellence for Community Trees and Urban Forestry. The application is due mid-December.

Also, the Mayor wants to participate in the American in Bloom organization. Mr. Seilheimer will serve on the committee which will start next year.

NEW BUSINESS

Selection of Nominating Committee: Chairman Bolton appointed Kathy Ceperich, Patricia Boy, and Dan Carabine to serve on the Nominating Committee. He asked that the Secretary send out a letter advising members of their appointment.

BOARD MEMBER COMMENTS

None

PUBLIC COMMENTS

None

NEXT MEETING DATE

December 5, 2007 in the Common Council Chambers.

ADJOURNMENT

Mr. Bolton moved to adjourn – seconded by Mr. Wulff. The meeting adjourned at 7:10 p.m.

Submitted by: _____
Debbie Wilson, Secretary