



## Meeting Minutes

Wednesday, September 16, 2020

04:00 pm

These minutes are intended to be interactive minutes, referencing video and audio recordings

hosted at [www.bexley.org](http://www.bexley.org).

To view and listen to the context behind the decisions taken at this meeting, please visit

[www.bexley.org/meetings](http://www.bexley.org/meetings).

### 1. Convening the Meeting:

- a. Call to Order/Call the Roll – Susan Quintenz, Chair

1. Establish a quorum – Mollie absent

Alternate, Ms. Barb Giller will be acting as a voting member.

#### Roll Call:

**Voting Members Present:** Susan Quintenz; Larry Helman; Celeste Williams; Barb Giller; Dave Wakeman; Sheila Straub; and Jim Wilson

#### **Absent:**

**Excused:** Linda Zupnick; Ellen Bowden; and Mollie O Donnell

#### **Non-Voting Present:**

- b. Approval of Minutes of July 15, 2020 - Mrs. Quintenz \*

DRAFT 7-15-2020

Jim Wilson made a motion to Approve - 'the minutes of July 15, 2020 as written and presented.' Motion seconded by Sheila Straub. **Vote 7 - 0 - passed.**

**FOR:** Susan Quintenz, Larry Helman, Celeste Williams, Barb Giller, Dave Wakeman, Sheila Straub, and Jim Wilson.

**AGAINST:** None.

- c. Additions to agenda – Mrs. Quintenz

No additional agenda items to be added.

d. Announcements/Small Victories/Residents' Comments:

Mr. Grant Archer will lead a tree walk on October 1, 2020.

a. Bexley In Bloom Fundraising update – Barb Giller

Ms. Barb Giller provided and update regarding the Bexley in Bloom fundraising. So far, \$13,000.00 from 119 donors has been raised so far. Last year, at this 132 donors donated about \$14,000.00.

b. Where will you be in four years? – Larry Helman

Mr. Larry Helman provided an update regarding the N. Cassady Ave project. The goal for the project is to be completed in 2024.

**2. Landscape Applications updated: Elena Andres**

a. 189 North Merkle – shade tree

Staff consultant, Ms. Elena Andrews, provided an update regarding 189 N Merkle. The landscape plan was approved with the condition that a shade tree to be added in the front yard. There is currently an existing Dogwood and Norway Maple tree located in the front yard. The existing Norway Maple is young and will grow to be much larger. Having both existing trees in the front yard, the conditions of the landscape plan had been met.

b. 215 North Parkview – Review by Parks and Rec board

The resident at 215 N Parkview requested to plant a natural barrier on city property to screen Jeffrey Mansion and their property to add privacy. The property owners will be responsible to care the plant material. The Parks and Recreation Board would like the area to be marked before the tree are installed so they have a visual of what the area will eventually look like.

c. 317 South Drexel Avenue – Street tree affected by water line

The installation of the new water line damaged the root system to a city tree. The city tree was planted three (3)-four (4) feet away from the existing water tap. Clean cuts to the root system might have prevented future damage to the tree. In this case, no clean cuts had been provided and which provided extension damage to the root system. The current guidelines were not properly followed, which may prevent the removal of the tree.

The Tree Commission had questioned if more guidelines needed to be added to help protect future city trees. The tree was initially placed to close to an existing line. Instead of looking for the underground utilities the city focused more on the spacing of

the trees. There is now a list of regulations staff members need to consider before the installation of a new city tree is planted, underground utilities is one of those.

- d. 346 North Drexel – North East corner of Drexel and Maryland – landscaper and signed Hold harmless agreement

The property owner at N Drexel planted trees in the right of way. The Tree Commission will require the owners to sign a hold harmless agreement, which would require the property owners to maintain the trees that had been planted. Contacting the owners and asking them sign a hold harmless is still being drafted up.

A discussion was held among Tree Commission members regarding about plantings in the right of way. The commission discussed ways to improve communication with contractors and property owners when applying for permits.

**Roll Call:**

**Voting Members Present:** Susan Quintenz; Larry Helman; Celeste Williams; Barb Giller; Dave Wakeman; Sheila Straub; Jim Wilson; and Linda Zupnick

**Absent:**

**Excused:**

**Non-Voting Present:**

**3. Mayor's Report: Ben Kessler, Mayor City of Bexley**

- a. Ordinance: Plantings/Installations in the Right of Way Status

The Ordinance: Planting/Installations in the right of way will be introduced to Council Tuesday September 22, 2020.

- b. Rehab of median at St. Charles and Broad

The bid amounts have been collected and reviewed. The goal is to have the project started this year (2020).

- C. Google doc to review street trees in ROW \*

The members of the Tree Commission volunteered to walk to city and help locate areas for a new tree to be planted. A document was created for the members to follow when they identify a potential spot. Please view the attached document for the route and those members assigned. The goal is to have all potential spots by December 1.

[Infill Tree Field Notes \(1\)](#)

[Districts for walking and reviewing Trees](#)

- D. Budget considerations for 2020 and 2021 – re: Street Tree Plantings

Mayor Kessler shared with the Tree Commission budget considerations for 2020

and 2021. There is currently a freeze on all non-essential items, material, and employees. The street tree planting budget is included in the freeze. The pause on non-essentials will hopefully prepare the city for future economic development.

#### 4. **Staff Report: Elena Andrews, consulting Landscape Designer**

##### a. Protection protocol for trees and brick curbs/gutters in ROW\*

Ms. Elena Andrews presented the protection protocols for trees and brick curbs/gutters. The protocols Ms. Andrews has drafted up will eventually be included in the permitting process.

A discussion was held among the Tree Commission regarding a few updates to add to the protection protocols. Members wanted to make sure a spec. sheet would be included for brick gutters/curbs repairs for contractors. The color of construction fencing was considered and if the commission should require construction fence to be universally one color.

##### City of Bexley ROW and Tree Protection During Construction September 2020

Barb Giller made a motion to Approve - 'the Tree Protection protocols with edits as discussed.' Motion seconded by Sheila Straub. **Vote 8 - 0 - passed.**

FOR: Susan Quintenz, Larry Helman, Celeste Williams, Barb Giller, Dave Wakeman, Sheila Straub, Jim Wilson, and Linda Zupnick.

AGAINST: None.

##### b. Review of prior commercial, residential and city landscape installations

No discussion was held. Updates will be provided during the October meeting.

##### c. Havenwood Planning

The Havenwood planning meeting had about four (4)- five (5) residents attend. Tree Commission member, Sheila Straub, was present for the meeting. History of park name was discussed during the meeting. Ideas and improvements regarding the landscape and hardscape were shared during the meeting.

#### 5. **City Forester Report – Grant Archer, Arborist**

##### a. Bexley Beautification Fund Grants approved in June 2020 \*

The project is currently on hold.

1. Funds for a Fall Tree Giveaway of 50 trees; and \$12,000 for planting in residents' yards on Stanwood by tennis courts; Gould north of Broad and Gould South of Broad – will need planting and maintenance waiver.

The project is in the planning process.

b. Tree Take Downs – Fall, 2020

Mr. Grant Archer provided and update for the removals. Sixty-seven (67) trees are on the removal list. The majority of the trees coming down are Maple Trees and Lindens.

c. Gateway demolished on Clifton; irrigation on Main Street bank project; Broad Street Projects.

The gateway on Clifton was demolished due and the city is currently working on getting quotes to repair the damage and to reinstall the gateway.

The Broad street gateway is finished. The goal is to tie in the irrigation line into the water line the last week of September.

The concrete has been poured at the Westland gateway. The stone for the area is on order and once it arrives it will be installed.

d. Other

The South Community Garden is complete.

The West end of Commonwealth Park is currently undergoing improvements.

6. Old Business:

a. Canopy Study of trees on both private and public property\* - Mrs. Quintenz

Mrs. Susan Quintenz provided an update from her conversation with Plan-it Geo zoom meeting. The Tree Commission would like to put a proposal together for the October meeting for review. The goal is to have a canopy study done for both private and residential properties.

[Plan-It Geo Zoom Session - August 12, 2020 \(1\)](#)

b. Arboretum website updates –

The updates to the Arboretum website are have been posted.

c. Other

7. New Business:

a. Trees for Bexley 2020/2021 fundraising focus – Ellen Bowden, Chair TFB\*  
Jeffrey Mansion –

The trees along Clifton Ave are starting to decline. The trees along the South and West side have dead material within the trees. The goal is replace the dead plant material and trees as needed.

b. Review of effectiveness of ordinances:

1. Sweet Gum removal and replanting\* – Grant Archer, City Forester

The Sweet Gum rules and regulations that have put into effect have yet to be enforced. The guidelines put into place by the Tree Commission seem to be working: seven (7) of the eight (8) have been removed so far.

[Sweet Gum removal form](#)

c. Looking ahead – April 20201 – Arbor Month – Info in Bexley Blast every week

The Commission would like to see information regarding Arbor Day in the Bexley Blast.

The next Tree Commission meeting will be held October 21, 2020 via Zoom.

**8. Staff Reports:**

a. Andy Bashore – Service Director

b. Richard Sharp – City Council Liaison