

**TREE COMMISSION
MEETING MINUTES
Bay Village City Hall
September 13, 2016**

Members Present: Graham, Mahoney, Patzwahl, Shutt, City Representative Polinski, Council Representative Tadych

Members Absent: Sattler

Others Present: Law Director Ebert, Eric Julian

The Tree Commission meeting began at 7:00 p.m.

Minutes – Mr. Tadych made a motion to approve the minutes from August 9, 2016 as written and seconded by Mr. Graham. Minutes were approved by all present.

Tree Preservation Ordinance – Law Director Ebert attended the meeting to clarify some items in the proposed Tree Preservation Ordinance submitted by the Tree Commission. He needs to make sure that the ordinance goes along with the Tree Ordinance already in place. There was some discussion on several sections of the proposed ordinance along with some of the verbiage. Some of the items in the Ordinance were taken from several other cities' ordinances already in effect. Law Director Ebert will continue to work on the ordinance and will forward a draft to members.

Glenview School – Tree Planting Update - Mr. Julian attended the meeting to drop off donations for the trees to be planted on the tree lawn at Glenview School. He reported that he had collected \$894.00. The funds collected were given to the Secretary to prepare them for deposit into the Tree Lawn Tree Planting Program and Mr. Polinski will order the trees for planting in the fall. There will be about 40 trees planted, including Memorial Trees, replacement trees and tree lawn trees.

Mrs. Shutt will prepare an article for the Observer and another article for the Westlife when the trees are planted. She asked Mr. Polinski if he could take pictures of the trees being planted at Glenview School. She will e-mail the Tree Commission members for everyone to see the article before it is submitted. If no one responds with corrections/changes, she will submit the articles.

Mrs. Shutt will compose a thank you letter to be sent to the residents that contributed to the tree planting at Glenview School.

The Tree Commission requested a list of people who donated funds. Law Director Ebert will forward information to those that donated explaining the tax deduction procedure.

Homecoming Parade – It was decided that the Tree Commission will not participate this year in the Homecoming Parade.

NEW BUSINESS

Hazardous Trees - Mr. Tadych was concerned about a tree in one resident's yard. Mr. Polinski explained the process to notify homeowners if they have a hazardous tree. A letter is sent out notifying them of the hazardous tree. When no response is received, a certified letter is then mailed to the resident. Homeowners then have 30 days to respond. If there is no response, the file is sent to the Law Department for processing and enforcing the ordinance. Mr. Polinski said the owners of the tree in question have been sent a certified letter. If he does not get a response after 30 days, the file will be sent to the Law Department.

Mr. Polinski stated that tree inspections are complaint driven. Mr. Tadych wanted to know if he saw a hazardous tree, could he give the information to Mr. Polinski. Mr. Polinski responded that he could do that.

Mr. Polinski said that anytime someone notices a hazardous tree, they can contact him to look at the tree and, if the tree was in a hazardous condition, he would notify the homeowner.

There being no further business to discuss Mr. Mahoney made a motion to adjourn and it was seconded by Mr. Graham.

The next Tree Commission meeting will be Tuesday, October 11, 2016 at 7:00 p.m. in the conference room at City Hall.

Respectfully submitted,

Jackie Moore

Jackie Moore, Secretary