

Pendleton Urban Forestry Committee

MEETING DATE: October 21, 2021
LOCATION: Pendleton Town Hall
100 W. State Street Pendleton, Indiana
TIME: 6:00 p.m.

ORDER OF BUSINESS

I. CALL TO ORDER

Meeting was called to order by Carol Hanna at 6:00 pm.

II. ROLL CALL AND DETERMINATION OF QUORUM

Board members in attendance were Jeanette Isbell, Carol Hanna, Kerry Dodd and Julia Avey. A quorum was established.

Individuals representing the Town were Zoning and Planning Administrator Hannah Urbanski, Attorney Shanna Kelly, appearing on behalf of Town Attorney Jeff Graham and Clerk Denise McKee.

III. APPROVAL OF MEETING MINUTES

- Motion to approve June 17, 2021 meeting minutes made by Kerry Dodd; seconded by Julia Avey; roll call taken and all members present voted in favor of motion; motion carried.
- Motion to approve July 15, 2021 meeting minutes made by Kerry Dodd; seconded by Julia Avey; roll call taken and all members present voted in favor of motion; motion carried.

IV. OLD BUSINESS

- a. Julia Avey- Follow up with Eric Schill about planting a tree(s) with students and handing out a tree care flyer for educational purposes

Julia Avey reported the following:

- Avey spoke with Eric Schill, Principal of Pendleton Elementary to discuss the details of the project.
- Pendleton Elementary prefers Red Oak to be planted and that he and the students can partake in the planting in honor of Arbor Day the following week, potentially October 28th or 29th.
- Eric Schill will call in locates and contact the Town of Pendleton once complete.

The following discussions took place:

- Jeanette Isbell commented that an educational flyer on tree care would be nice, but concerned that students will not get to their parents.

- Denise McKee suggested handing out “My Roots are in Pendleton” pencils to the students involved as long as limited to a couple of classes. Members agreed that handing out the pencils will be a good option.
- McKee will send out confirmation email of date/time of the planting once notified by the school.
- Hannah Urbanski reported the following:
 - i. This feedback/project can help for planning the 2021 Tree City USA Award and Growth Award
 - ii. Recertify by 12/31/21 for the Tree City USA

b. Arbor Day Foundation newsletter

Hannah Urbanski reported the following:

- Arbor Day Foundation sent out their quarterly newsletter addressing rehabbing and replanting areas hit hard by tornado, climate changes and/or trees taking a beating.
- Urbanski will send out newsletter and seminar information to board members.

Hannah Urbanski led the following discussions:

- Urbanski asked members for their thoughts about reducing board size to 5 members versus 7 members as easier to meet quorum. Jeanette Isbell commented that the board used to be limited to 5 members. Carol Hanna expressed agreement that 5 members would be easier to meet quorum. Hanna also added that the board can pull in more volunteers for projects. Urbanski stated that they could amend the Ordinance to reflect a total of 7 members with two being non-voting or limit to 5 with incorporating more help through volunteerism.
- Urbanski also suggested meeting quarterly or ‘as needed’ versus meeting monthly.
- Shanna Kelly representing Town Attorney Jeff Graham’s will look into steps needed to be taken in order to incorporate these two possible changes to the Pendleton Urban Forestry Committee Ordinance.
- Hannah Urbanski asked members if there are any projects that they wish to give focus. Jeanette Isbell replied that she is still interested in the Memorial Tree Program, to either handle or assist Falls Park without overloading each other. Isbell added that she felt that this would be a good joint project. Carol Hanna replied that the board should establish the Arbor Day Observance Committee to remain a Tree City USA. Hanna added that the board can have these sub-committees meet aside the regular PUFC meetings and then report at the quarterly PUFC meetings. Hanna suggested sending names/emails to Hannah Urbanski of individuals interested in serving on the sub-committees and that sub-committees would be a good agenda item for the November PUFC meeting.
- Carol Hanna also suggested having a staff member of Falls Park, Park Board member or member of the Friends of Falls Park serving on the sub-committees.
- Carol Hanna asked about the other trees that were recently planted in the Town of Pendleton. Denise McKee replied that the Street Department was scheduled to plant seven (7) more trees within the public right-of-ways throughout the town, giving details and location of each.

VI. ADJOURNMENT

Meeting was adjourned by Carol Hanna at 6:28 p.m.

Next meeting November 18, 2021 at 6 pm.