

# Pendleton Urban Forestry Committee

MEETING DATE: November 14, 2023  
LOCATION: Pendleton Town Hall  
100 W. State Street Pendleton, Indiana  
TIME: 6:00 pm

## ORDER OF BUSINESS

### I. CALL TO ORDER

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

### II. ROLL CALL AND DETERMINATION OF QUORUM

Board members in attendance were Carol Hanna and Jo Scott. A quorum was not established.  
Individual representing the Town was Zoning and Planning Administrator Denise McKee.

### III. APPROVAL OF MEETING MINUTES

**Continued to next meeting due to no quorum**

### IV. OLD BUSINESS

#### A. Madison County Bicentennial Tree Planting Project Summary

Denise McKee provided the following information:

- All 200 trees disbursed on 10/24/23. Huge thanks to Rene Lawson at MCCOG, Andrew Utz at Commonwealth, Seth Smith at Town of Ingalls, Jessica Bastin at Madison County and Rick Bowlin, Jim Cook and Public Works Departments at Town of Pendleton
- Final Count of trees received by municipality= City of Anderson – 45; Pendleton – 35; Madison County – 32; Elwood – 26; Ingalls – 25; Alexandria – 15; Orestes – 5; Lapel – 6; Chesterfield – 3; Markleville – 2; Edgewood – 2; Summitville -2
- Approximately 70 trees have been entered into the Tree Collector Map to date. Map link sent to communities via email as reminder
- Visit to PHHS Digital Design Class scheduled for 11/17/23 at 1:15 pm. Town providing pizza as well as each student to receive feedback card on their logo design, a tumbler and logo sticker decals as a thank you for helping design the logo for the project
- Overall miscellaneous project costs totaled \$1400, excluding cost of trees absorbed by the Madison County Bicentennial Committee, in which \$1,000 cover by the Madison County Stormwater Quality Partnership and \$400.00 covered by the Town of Pendleton
- Rain Barrel Community Outreach Project supported by Madison County communities with 12 out of 13 communities expressing interest in receiving a rain barrel in Spring 2024. Madison County Stormwater Quality Partnership to cover the cost of the rain barrel at \$55/each, but plans to reach out to local school art departments to see if interest and ability to cover the design, paint and labor

B. Municipal Arborist Consulting Services – Update

Denise McKee provided the following update:

- 850 trees inspected in 2023 – 360° inspection, noting changes in diameter, condition, maintenance needs as well as changes in status, such as adding new trees and updating as vacant, if tree removed
- To discuss 5-year budget with consultant and Electric Department Supervisor [2023-2027], consistent with 5-year inspection cycle
- Total costs for Arborist in 2023 was \$13,067.60 versus \$15,000.00 max per contract

C. Tree City USA Flag & Committee Picture – Update

Denise McKee provided the following:

- Spoke with Park Staff and learned that Tree City USA Flag issued in 2021 (new flag issued every two years) was just hung in July 2023 due to damaged flag pole. Tree City USA Flag issued in 2023 will be hung in July 2024 when equipment is brought back to hang along with the American Flag
- Will schedule committee picture in summer 2024

V. NEW BUSINESS

A. PHHS Digital Design Student Appreciation

Denise McKee provided the following:

- Meet at PHHS lobby at 1:15 pm, bring ID
- PHHS staff will escort to classroom. Short Lock-down exercise to take place at the beginning of the period
- PHHS students have also been invited to the December Town Council Meeting to receive recognition for “Distinguished Service Award”

B. Committee Annual Report to Town Council Event

Denise McKee provided the following:

- McKee presented the proposed Draft Annual Report and asked for any additions and/or modifications
- Annual Report additions to include: Adding IN DNR, Herald Bulletin and Times Post to ‘Thank You List’
- McKee will present Annual Report to Town Council as modified at the 12/14/23 Town Council Meeting
- Report included at end of minutes

C. ADF Tree City USA Award Application 2023

Denise McKee provided the following:

- Deadline 12/31/23
- All project and financial information including budgets, expenditures and revenues collected and ready for submission
- Await in-kind costs/hours for the year as well as finalizing 5-year Maintenance Plan Budget

- Project approximately \$35-40 per capita expenditure. Roughly spent \$160,000 plus in-kind service
- Four standards met – Tree Board, Tree Care Ordinance, Forestry budget of minimum \$2 per capita & Arbor Day Proclamation
- New trees – approximately 80 (park/town); Trees removed – 150; Trees trimmed – 420
- Volunteer hours – approximately 300 for the year

#### D. Indiana DNR Arbor Day Poster Contest

Denise McKee provided the following:

- IN DNR program host; Selected poster for community due March 1, 2024 to Indiana DNR
- Limited to one entry per school
- 5<sup>th</sup> Grade Students must create and make their own poster. Cut-outs and use of copyright material not permitted
- Poster to be scanned and submitted electronically to the State
- Theme is Oak Trees: Superheroes of the Forest. Oak trees are the national tree and 17 oaks are native to Indiana
- Kim Collier, 5<sup>th</sup> grade teacher, will lead project. Pendleton Urban Forestry has offered to assist in brainstorming, planning and even judge panel
- 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place winners to be selected

#### E. Urban and Community Forestry Inflation Reduction Act Grant Opportunity

Denise McKee provided the following:

- Deadline December 22, 2023
- Grant \$50,000 - \$250,000 with no match requirement. Grant funded by Inflation Reduction Act Program
- Grant funding available for tree plantings, tree education, tree inventory/assessment and tree management plans
- Town of Pendleton may not qualify as part of project to be on disadvantaged land as determined by US Climate & Economic Justice Screening Tool
- To learn more information about eligibility at the Indiana Community and Urban Forestry Symposium on December 8<sup>th</sup>

## VI. ADJOURNMENT

Meeting adjourned by Carol Hanna at 7:25pm

Next meeting December 21, 2023 at 6:00 pm.