

Meeting Minutes
Town of Highland Tree Board
January 16, 2020

1. Date, Time and Place of Meeting: Chair Bill Vargo called a meeting of the Board to order at 7:00 pm in the Code Enforcement Meeting Room at Town Hall.
2. Roll Call:
Board Members Present: James Colias, Ron Jackowski, Terry Krooswyk, Connie Sherbondy, Richard Underkofler, Bill Vargo & Judy Vaughn
Town Staff Present: Trever Kinley, Parks Director; David Ferrara, Parks Tree Planting Crew Leader
3. General substance of matters proposed, discussed, or decided - record of all votes taken by individual members if there is a roll call:
 - Motion: Sherbondy moved to approve minutes of a previous meeting held November 21, 2019; seconded by Colias and approved by unanimous consent of the members.
4. Old Business:
 - A. Board Appointments: At a meeting held January 13, Town Council President Mark Schocke re-appointed Jim Colias and Ron Jackowski to a 3-year term and Bill Vargo to another annual term as Board Chair.
 - B. Facebook Site: Jackowski, Krooswyk, Sherbondy & Vaughn were reminded to submit “green” photos and short bios to Jim Colias. Jackowski reported completion.
 - C. Potential Little Calumet River Basin Development Commission Grant: A mandatory Pre-bid Conference for Landscape Contractors interested in submitting a proposal for the Little Cal South Watershed Tree Planting Project was held January 13. Notice of the Request for Proposals (RFP) was published twice in the NWI Times and emailed to 11 Highland Licensed Contractors identified by Terry Krooswyk and an Internet search of those with a published email address. Five contractors participated. Questions and review comments on the RFP were addressed by an addendum. The bid opening is scheduled for 3 PM January 27 at Town Hall.
Postscript: An email was received that Ambrose Landscaping will not be bidding “due to the schedule of the job and we don't have a watering truck, which would be essential to the project”.
 - D. School Campus Plantings: Underkofler reported he will attempt to re-schedule a meeting to plan species, planting and care of up to 75 trees by the Student Conservation Association (SCA) on school property with Daiva Gylys, Chicago SCA Program Manager and School Facilities Manager Mike Sukta.
5. New Business:
 - A. Potential Speaker for Community Presentation: Colias reported Purdue Urban Forestry Specialist Lindsey Purcell is unavailable to make a presentation at dates planned for the 2020 Arbor Day Event or Park Pride Day. He is willing to make a community presentation on another mutually acceptable date. *Postscript: Jim subsequently emailed, “I am in no way minimizing the value of the Arbor Day celebration, but in my opinion asking someone of Lindsey's stature and experience to come to Highland to address basically a group of children for ten minutes would be a waste of a very valuable resource. If one of our perceived goals is to educate our community about the challenges of the urban forest, Lindsey is certainly the person to call upon. I believe we now need to work with other civic groups, the Library, the*

Park Department etc. to build a day when Lindsey can be of value to the community. At this point, I don't know if we need groups to actively participate or if we just need them to help promote an event, obviously there are many details to work out. I can contact the Highland Library, and those of you in service groups can express your points at the next meeting, we can go from there. Just my suggestion subject to the consensus of the group."

- B. 2020 Arbor Day Event: Sherbondy reported Johnston Elementary School declined our invitation to host this year's event. Suggestions were made to ask Highland Christian School or Merkley Elementary to host the event. The 2020 Arbor Day Event could be held prior to April 24 or the following week. Underkofler offered to make a presentation like he did for a 2017 CommuniTree Project at Merkley and South Ridge Schools.
 - C. 2019 Tree City USA Application: Underkofler reported a decision on Highland's application is anticipated by the end of February.
 - D. CommuniTree Spring Tree Grant: Trever Kinley reported the Parks Department is willing to plant and water 25 trees at Lakeside, Orchard and other parks. *Postscript: Mark Knesek reported interest in receiving 15 trees for parkway planting by the Street Department and watering by homeowners.*
 - E. Parks Maintenance: Krooswyk asked if bushes could be replaced at 45th Street Memorial Park and the Butterfly Garden at the northeast corner of Main Square Park. David Ferrara reported the 45th Street Park requires comparatively more labor time and expense than at other parks to collect trash - some of which obstructs the storm drainage system. Snow plowing of the adjacent parking lots has damaged shrubs. The irrigation system along 45th Street removed for the intersection improvement has not been replaced. Could a barrier structure such as large boulders be placed at the east and south side of the park? Could consideration be given to hosting a Fall Park Pride Day for volunteers to help with parks maintenance? Trever Kinley said he will review and follow-up on these questions.
- 6. Next Meeting: The next board meeting will be held Thursday, February 20, 2020 beginning at 7:00 pm in an available Town Hall meeting room.
 - 7. Adjournment: The meeting adjourned at 7:56 pm on a motion by Colias, seconded by Vaughn and approved by unanimous consent of the members.

Respectfully submitted,



Richard Underkofler, Secretary