

**Berkley Tree Board  
Meeting Minutes  
Monday, May 23, 2022**

**Present:** D. Hennen, S. Young, K. Karlis, T. Losey, B. Lathrop, M. Leneway, S. Bard, H. Tylenda, L. Fritsch, A. Sitarek, B. Penkala

**Absent:** M. Grassa

**Additional visitors:** Michael Fritsch

**Meeting was called to order at 7:00 p.m.**

**Review and Approval of Meeting Minutes** –April 25, 2022 meeting minutes approved.

**Review and Approval of Agenda** – K. Karlis presented agenda and members approved as proposed. New items were added to agenda

**Public Comments-** none

**Update from DPW:**

- **Spring Street Tree Planting** – S. Young reported that May 31 is planting day. Marine city will plant 30 trees. Tree care packets will be sent out.
  
- **Instructions for care of newly planted street trees** –
  - S. Bard would like to review tree care instructions and make revisions if appropriate. He has provided suggested revisions in the past. S. Young said that Marine City has provided the instructions that are currently being provided with new street tree plantings. Some of the instructions sent in prior years are not clear and conflictual. Discussion followed. K. Karlis note that “removal of tape” was missing and should be added to the instructions. S. Young gave K. Karlis a hard copy of the Marine City instructions that are given to residents when street trees are planted in their easements. K. Karlis said she would scan a copy of the Marine City instructions to give to the Tree Board for their information and review, and work with the committee to consolidate any proposed revisions to the instructions. B. Penkala said he will work with K. Karlis on the revisions. K. Karlis will bring proposed revisions to the September Tree Board meeting.
  - Discussion on getting resident to acknowledge to care for tree after planting. An application must be filled out before a resident gets a tree. S. Young said he would add the acknowledgement to the application.
  
- **Using GIS to document street trees** – S. Young reported that 374 trees have been added (2020-2021) to the map and demonstrated how to use the map to identify planted trees. The trees on the map can be filtered by tree location, picture, date planted, overall health and address. Hart is willing to assist with updating the database.

- **2022-23 City Budget/tree related** – S. Young reported that the budget includes \$10K matching for a tree canopy study (will apply DNR for matching grant money) and for the planting of 200 trees. In addition, Dennis stated that the Parks and Rec department now has a budget for tree maintenance. K. Karlis inquired about bids for canopy studies. D. Hennen discussed defining requirements for bid and then putting it out for bid. S. Young said bid requirements must come before applying for grant. K. Karlis asked for volunteers to form a subcommittee to complete the grant application: H. Tylenda, M. Leneway, T. Losey, L. Fritsch. K. Karlis will check with city manager on open meeting requirements.
  - **D. Hennen suggested Canopy study goals:**
    - trees for areas that have fewer trees
    - trees for areas that have flooding
  
- **Tribute Tree Update** – B. Penkala completed the spreadsheet document for the DPW of all known tribute trees. The information includes where planted, who donated and who honored, markers if known, and photo evidence. The spreadsheet will be provided to S. Young. K. Karlis asked S. Young to have the DPW to periodically verify and update.
  - D. Hennen reported that he discussed pavers with Matt Baumgarten for residents who donate to a tree fund and pavers could be done in front of city hall. (Dennis also reported that the sidewalk adjacent to cemetery on Coolidge will be worked on.)
  - Discussion on discontinuing tribute trees - D. Hennen suggested that the value wasn't worth the time and expense. Consensus was that the board will no longer promote tribute trees.
  - M. Leneway suggested accepting donations to tree fund in lieu of tribute trees, with donation not being tied to a specific tree. D. Hennen suggested changing wording on website to remove references to tribute trees and changing wording to allow residents to make donation to tree fund. Consensus agreement.

**Arbor Day Celebration** – Two Kousa Dogwood trees were planted this year at the DPW on April 30. The Daisy Troop participated this year and seemed to enjoy watering the trees and spreading the mulch! D. Hennen suggested partnering with the Berkley School District on future Arbor Day activities.

**Proposal to Update City Ordinance for Invasive Species** –D. Hennen proposal to update the City Tree Ordinance removes references to the prohibited tree list (maintained by City Manager/Designee). He also noted that there was no references to invasive species in the current ordinance. In place of prohibited tree list, Dennis proposed wording enhances the ordinance to be more descriptive regarding all vegetative “invasive species” (added Sec. 130-90, 130-91, and 130-92 to address). The City will utilize the list maintained by the Oakland County Cooperative Invasive Species Management Area ("OC CISMA") lists of Priority Species and Early Detection Species. This proposal also addresses how the City will address violation (Sec 130-93). D. Hennen asked for input. K. Karlis reviewed the draft proposal and was satisfied with the wording, except for page 12, article 4, definition needs review. Per her review of the OC

CISMA website, the list of invasive trees may not be complete. D. Hennen will check the state and county websites to make sure they are inclusive. (Following the meeting, Dennis provided a document copy of list maintained by OC CISMA which was complete). D. Hennen will work with City Council to get the changes made. There was consensus to move forward with the City Council.

**Other Topics not on the agenda –**

**D. Hennen: The city will be applying to become an active partner of Oakland CISMA** – This is no cost to city, CISMA provides advisory and organizational resources to manage invasive species problems. It is on City Council agenda to join CISMA. M. Leneway reported that grant money for invasive species remediation funnels through CISMA.

**D. Hennen: Diagnosis tree** – Dennis asked if tree board members want to be involved if providing advice to residents on their tree issues. There was consensus from the board that did not want to get into the advice business.

**Current Board Members Terms expiring** – B. Penkala's term will expire in July. B. Penkala has decided to not reapply to allow other interested residents to join the board. B. Penkala has served the Tree Board 15 years (1999-2005 and 2013-2022) and will be sorely missed! K. Karlis thanked B. Penkala for his years of service. B. Penkala said he would reapply if needed and would be available as a volunteer.

Our student A. Sitarek's term is also expiring. A. Sitarek plans to reapply.

As in the past, the City will be doing outreach to fill vacancies for the Tree Board and other Board/Commission openings. Selections will be announced at the City Council Meeting on June 20.

**Meeting adjourned at 8:22 p.m.**

**Next meeting** is scheduled for September 26, meeting room TBD.