

Town of Odessa

NOTICE & AGENDA

TREE COMMISSION MEETING

Tuesday July 11, 2023

7:00 p.m.

Old Academy Building

315 Main Street

Odessa, DE 19730

In Person

Call to Order

Chairwoman Melaine Minear called the July 11, 2023 meeting of the Odessa Tree Commission to order at 7:01p.m.

Roll Call

Commission members Melaine Minear, Jeff Pyle and Quentin Schlieder were present. A quorum was present.

Consideration of Minutes from the June 13, 2023 Meeting

Chairwoman Melaine Minear inquired if there were any additions or corrections to the Minutes of June 13, 2023. Chairwoman Minear entertained a motion to approve the Minutes of the June 13 2023 Odessa Tree Commission. Commissioner Jeff Pyle moved to approve the Minutes of the June 13, 2023 meeting. Secretary Schlieder seconded the motion which was adopted unanimously by voice vote.

Recognition of Visitors

No visitors were present at the meeting.

Old Business

Status of Tree Commission Vacancies

Chairwoman Melaine Minear reported that Mayor Smith has asked her to meet with him to discuss candidates to fill the unexpired terms of Neeka Grove, Quentin Schlieder, Michael Callaghan and herself. No date for the meeting has been set at this time, but hopefully will be scheduled in the near future.

Facebook Page – Odessa Delaware Tree Log

Secretary Schlieder advised that he has posted photographs of the Franklin Tree planting honoring Dr. Charles Dunham and a post emphasizing the importance of planting street trees for shade.

Inventory and Mapping

Due to the hot and stormy weather and the planting of the Franklin Tree and White Oak, the East Main Street tree inventory has been delayed. Secretary Schlieder advised; however, he intends to complete the inventory even if it must be completed after his retirement from the Odessa Tree Commission on August 8, 2023.

Amendment of Ordinance Nos. 2002-1/2005-3 – Status Report

The Commission reviewed an email from Town Secretary Amy Marie Ottinger received on July 3, 2023 which had the revisions to the draft of proposed Ordinance No, 2023-3. The proposed

Ordinance appears to cover the issues of concern to the Tree Commission and revises replacement quantities and cost for street trees as well as establishing a dedicated Tree Bank Fund which will be kept separate from the Town of Odessa's General Fund and which will carry over balances from year to year.

Chairwoman Minear presented a final copy which includes spelling, grammatical and formatting corrections of a minor nature. She presented the copy to Secretary Schlieder who will provide it to Town Secretary Amy Marie Ottinger.

Commissioner Jeff Pyle moved to approve the draft which was included in the July 3, 2023 email from the Town Secretary and to have the draft forwarded to the Mayor and Council for their consideration. Secretary Quentin Schlieder seconded the motion which was adopted unanimously by voice vote.

Dogwoods on Main Street Near Post Office

Chairwoman Minear reported that she and Secretary Schlieder plan to set a tentative appointment to meet with Margaret Derrickson to review the condition and pruning of the dogwoods in front to her residence at 314 Main Street. Hopefully the meeting will occur before the August 8, 2023 Tree Commission meeting and the matter can be finally resolved.

Care of Trees planted during Spring 2023

Chairwoman Minear noted that the recent rains have reduced the necessity to irrigate the trees planted this past Spring. They all appear to be in good condition and are showing new growth. She advised that she will continue to monitor and maintain them through Autumn. It is a considerable task since the plants must be watered with one gallon milk jugs.

Commissioner Jeff Pyle inquired if Dr. Dunham's family had been apprised of the planting. He noted that family members have attended the September Odessa Brewfest in the past, and it would be nice to make them aware of the planting. Chairwoman Minear noted that Carol Sheats had provided her with his daughter's email address which Chairwoman Minear will forward to him.

Chairwoman Minear reported that the Town's lawn maintenance contractor has been careless and hit the plaque for the sugar maple dedicated to Barbara Roberts. She discussed her concerns with the lawn maintenance crew leader and Mayor Smith who agreed to also speak with the contractor.

Planting of Franklin Tree in Memory of Dr. Charles Dunham at the Old Academy Building and White Oak at 409 High Street

Secretary Schlieder noted that Chairwoman Minear, Jason Kokotaylo and he planted the Franklin Tree in memory of Dr. Charles Dunham at the Old Academy Building (Town Hall) and a six foot high White Oak in front of 409 High Street on Thursday, June 29, 2023. The trees, soil additives, mulch, and stakes were donated by Secretary Schlieder.

Proposed Meeting with Taryn Davidson of the Delaware Forest Service

Chairwoman Minear reported that Secretary Schlieder and she hope to meet with Taryn Davidson of the Delaware Forest Service in the near future to review upcoming changes to the Odessa Tree

Commission and to express appreciation to her and Kesha Braunskill for their assistance this past year. She left several texts and messages, but has not heard back from Ms. Davidson.

New Business

Tree City USA Official Notification

Chairwoman Melaine Minear reported that Town Secretary Amy Marie Ottinger forwarded a copy of the letter from the Arbor Day Foundation which officially recognizes the Town of Odessa as being recognized as an official 2022 Tree City USA community on June 20, 2023. A copy of the letter was circulated at the meeting and will be attached to the Minutes of this meeting. The press release included with the letter will be forwarded to the Middletown Transcript in the near future.

Tree Request at 401 High Street

Chairwoman Minear reported that the resident at 401 High Street expressed interest in a street tree. She will provide a copy of the Commission's Tree Request brochure to the resident and ask her to complete the application before proceeding. Chairwoman Minear also noted that the property owner also inquired about the pruning of the mature Flowering Dogwood in front of her residence, which is a Town tree. Chairwoman Minear discussed the proper pruning practices and the property owner agreed to prune the tree.

Lawnmower Damage to Trees at the Old Academy Building

Secretary Schlieder circulated photographs of damage to the trunks of two dogwoods near the war memorials at the Old Academy Building. He noted that the damage appears to be the result of lawnmowers hitting the trees. He noted that he will remove the turf about 18 inches from the trunk and will apply mulch. He also will send an email to Town Secretary Amy Marie Ottinger asking her to bring this concern to the attention of the lawn maintenance contractor.

Next Meeting Date and Time

Chairwoman Minear reminded the Commission that the next meeting of the Odessa Tree Commission will be held on Tuesday, August 8, 2023 at 7:00 p.m. in the Council Chambers at Town Hall. This will be the Odessa Tree Commission's final meeting until new Commissioners are appointed by Mayor Smith and are confirmed by the Town Council, since there will no longer be a quorum.

Adjournment

There being no further business, Chairwoman Melaine Minear adjourned the meeting at 7:23 p.m. on the motion of Commissioner Pyle which was duly seconded by Secretary Schlieder and adopted unanimously by voice vote.

Respectfully submitted,

Quentin C. Schlieder, Jr.
Secretary