

**Manchester Tree Advisory Board  
MINUTES**

February 4, 2019

5pm - 6:30pm

Location: Manchester Police Department, 200 Highlands Blvd Dr, Manchester, MO 63011

Attendance:

Nancy Miller - Board Secretary (2019)

Mike Stemmler - Board Chair (2020)

Jane Sharp - Board Member (2021)

Mayor Clement

Larry Perney, City Administrator

Bob Ruck, Director of Public Works

Stephanie Hardesty, Parks Department

Meridith Perkins, Davey Resource Group

1. **Call to Order** - Ms. Perkins called the meeting to order at 5:30pm
2. **Approval of Minutes** - Member Sharp motioned to approve meeting minutes from June 4, 2018; Member. Miller seconded the motion; motion approved by voice vote.  
Ayes - 2; Nays - 0; Abstentions - 1; Excused - 0
3. **Confirmation of 2019 Tree Advisory Board Meeting Dates** - Approved
  - o Monday, February 4 (5pm - 6:30pm)
  - o Monday, April 1 (5:30pm - 6:30pm)
  - o Monday, July 8 (5:30pm - 6:30pm)
  - o Monday, October 7 (5:30pm - 6:30pm)
4. **Old Business**
  - o Completion of the Tree Ordinance Packet will be the Board's first priority. Board members will review packet materials and provide feedback to Ms. Perkins by March 1, 2019. Packet approval will be on the April meeting agenda.
  - o There is interest in developing a trifold tree information handout later in the year. This may be used for Arbor Day 2020.
5. **Arbor Day and Tree City USA**
  - o Mayor Clement will recognize the Tree Board members and read the 2019 Arbor Day Proclamation at the **April 1 Board of Alderman Meeting**.
  - o Manchester **Arbor Day will be held on April 13**.
    - i. Parks Department (Sally) will hand out seedlings 8am - they are gone; Tree Board members welcome to help prep seedlings and/or hand out.
    - ii. The Mayor, Aldermen, and Tree Board members will host a ceremonial tree planting at 9am. Member Sharp will work select and purchase a 2-inch caliper Wildfire Blackgum for the event and work with Ms. Hardesty

on identifying the tree location and plaque information. Parks Department will provide shovels and soil for the event.

**6. Newsletter**

- Moving forward, each newsletter will have a small box welcoming residents to reach out to the tree board with questions or concerns regarding trees in the city.
- Public Works staff will create a new email ([treeboard@manchestermo.gov](mailto:treeboard@manchestermo.gov)). Member Miller has volunteered to monitor the account, answer basic inquiries, and forward others to appropriate staff for response.
- Content for the next newsletter is April 1. Suggested articles:
  - i. EAB treatment.
  - ii. Arbor Day Celebration event announcement
  - iii. Tree City USA recognition announcement

**7. Board Representation**

- Nancy Miller's initial 1-year term on the Tree Advisory Board has expired. Mayor Clement will ask the Board of Aldermen to approve another 3-year term.
- Stephanie Hardesty will represent the Parks and Recreation Department at Tree Advisory Board meetings.

**8. ALB Awareness from MDC**

- Ms. Perkins explained the request from the Missouri Department of Conservation for cities to monitor maples for asian longhorn beetle signs. There is no proof that this pest is in the state, however, as a proactive measure, they are asking for scouting support.

**9. Adjournment**

- Member Sharp made a motion to adjourn the Tree Advisory Board meeting of February 4, 2019, at 6:25pm. The motion was seconded by Member Miller; motion approved by voice vote.  
Ayes - 3; Nays - 0; Abstentions - 0; Excused - 0

Submitted for Approval by:  
Meridith Perkins, Davey Resource Group

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