

Buena Vista Tree Advisory Board

October 5, 2023

In attendance were: Roy Gertson , Sarah Kuhn, Alison Hopkins ,Caleb Efta, Mallory Brooks, Shawn Williams Public Works Director. .

Having a quorum the meeting commenced at 0920

Agenda ; approved by Motion from Sarah & 2nd by Caleb

Minutes ; from September 7, 2023 meeting , Sarah made motion to approve & 2nd by Caleb ; members approved

Volunteer time ; 2 hrs. Admin

year total = 122.5 hrs.

Public Works report;

Shawn: : 1. Tree Trimming project was advertised with bid opening Oct 11th . Tree Board will have to prepare the required permit for Tree maintenance.

2. Budget requests for 2024, for upcoming Council meetings. Pruning at \$35K, Public works will budget for software inventory at \$3000. Adopt tree will need \$ as well as general costs (Arbor Day, Educational items).

CSFS : no report

Business:

1. Sarah nominated as new Chairman with Mallory motion & 2nd by Alison. Motion approved. Caleb nominated as Co- Chairman with motion by Roy & 2nd by Sarah. Approved by members.

Since Alison is a Town employee & following Town Policy, she resigned as a voting member and will be an Ex-officio member.

2. SDCEA Easement tree clearing: SDCEA will have to prepare a permit for their proposed tree work on Public Property, according to Town ordinance A meeting with Town Administrator Brian Berger will be requested to clarify the permitting process.

3. Tree Board will have to prepare the required tree maintenance permit for their annual pruning /removal project.

4. Memorial plaques project continued by Mallory. Arkansas Valley Welding will make the plaques. Mallory to send out the proposed wording and design to members. Budget is \$500.00

5. Tree Inventory software (Co. Tree) is being used by Alison, especially for the upcoming pruning projects. and available to Tree Board members.

6. Educational book order is being prepared by Sarah and Members. Board wants to target Avery Parsons Elementary library and the Middle / High School library. Budget is \$500

Other Business; 1.. Alison made tree presentations for DPCA 1st & 3rd grades.
2. Members discussed recently planted trees at Cedar & Railroad St
on Town Row by homeowner. They did not realize where the ROW was located.
3. Board needs two members.

Next Meeting; November 2, 2023 at 0900 am

Adjourned at 10:55 with motion from Sarah & 2nd from Roy , approved by members.

Respectfully submitted,
Roy Gertson Secretary