

St. Joseph Tree Board Meeting Minutes
6:00 p.m. – St Joseph MO City Hall.
March 24, 2022

CITY CLERK
2022 JUN 16 AM 8:20

	<u>Name</u>	<u>Attendance</u> (mtgs attended-mtgs absent)	<u>Term of Office</u>
Members present:	Mechelle Cox, Chairperson	6-2	January 13, 2023
	Gregg Mrkvicka, Co-Chair	12-2	January 3, 2023
	David Ball	14-0	
Staff present:	Peggy Shaw, Code Enforcement Clerk Carol Flury, Neighborhood Services Coordinator		
Visitors –	Martha Clark, Arborist Matthew Schwend, Community Forester with MO Conservation Dept. Shelley White Mary Jo Harris		

Quorum established with three members present.

Mechelle Cox called the meeting to order.

Cox asked for a motion to approve the minutes. Ball made the first motion and Mrkvicka seconded the motion. All others aye.

Old Business: None

New Business:

Discussion began with the upcoming Arbor Day on April 29, 2022 which is a Friday. Ball and Clark had scouted the locations previously considered for Arbor Day. These were St Francis Xavier, Carden Park and Bartlett Center. It was determined that the Bartlett Center had the best fit for the tree planting. A motion was made by Cox to make Bartlett Center the Arbor Day recipient of the tree. First motion by Ball and seconded by Mrkvicka. All other aye. Dan Hegeman from Everyg had been in contact with Ball regarding the donation of the tree. They will be procuring an Oak tree from Moffat Nursery.

The tree is to be planted on the west side. The fruit trees are on the south side. This will be near the Daycare playground where there is room for a large tree. Ball had created a list of what needs done and he handed this out.

The alternate date for the Arbor day planting will be May 6, 2022 should something prevent it from occurring on April 29th.

Ball will get the Bartlett Center and see what will work best for them. He will get a time and date from the Bartlett Center and let everyone know in an email.

A list of everyone's email needs to be created so everyone can have a list of contacts. Shaw will create a list and email it to everyone.

A Mayoral Proclamation is needed for the Arbor Day. With a new Mayor stepping in to that role, we will get the proclamation from them and ask that they attend the event. Flury has agreed to take photos and bring the flag or the group photo.

Quin Ritzendorf, the city's media contact, will be notified of the Arbor Day Event. Mary Robertson will be asked to send out a Press release and Ball suggested this include the smaller communities in the area also.

Mary Robertson will fly the Tree City USA flag at City Hall the week of Arbor Day.

The Tree City USA 29th year stickers were provided by Schwend. It was agreed that Ball would post the one sticker on the sign south of town and Mrkvicka will post the other at Belt and Frederick.

Carol will get with Kim Hurt and see about checking on a banner to run across Frederick.

A tree will be picked out at Moffat's Nursery. They will call Dan Hegeman and arrange payment of the tree. Cox will call Dig Rite and Schwend shall dig the hole for the tree. Some mulch is also needed to go around the newly planted tree. This may be obtained at Moffats.

Mrkvicki and Clark will go to Moffats Nursery and pick the tree up with his pick up.

Schwend will provide items for the children such as stickers and coloring books.

Schwend will also gather the literature regarding Tree Boards and how they operate.

A third metal sign would be nice to have at the 5 way intersection at Ashland Avenue. It's possible it could be ordered from the Arbor Day Foundation. Ball will get with Chuck in the Park's Department for placing a new sign should they obtain one.

There will be no meeting for April 7, 2022 as previously discussed. The next meeting will probably be at the end of June or the first of July. To work with everyone's schedule it is tentatively set Thursday, for June 23, 2022.

Cox asked for a motion for the meeting to be adjourned. Ball made the first motion and Mrkvicka made the second motion.

Meeting adjourned at 6:45pm.

Respectfully submitted,

Peggy Shaw, recording secretary