

1. TC Agenda 03 11 20

Documents:

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1.I. Tree Commission Meeting Summary 2019-06-12

Documents:

[TREE COMMISSION MEETING SUMMARY 2019-06-12.PDF](#)

1.II. Tree Commission Informal Summary 2019-09-11

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[TREE COMMISSION INFORMAL SUMMARY 2019-09-11.PDF](#)

1.III. TC Summary Of Proposed Items

Documents:

[SUMMARY OF PROPOSED ITEMS.PDF](#)



## **TREE COMMISSION AGENDA**

**Wednesday, March 11, 2020, at 4:30 PM**  
Conference Room, Second Floor, 56 West Main Street  
Westminster, Maryland 21157

- I. Call to Order**
- II. Approval of Minutes**  
June 12, 2019
- III. Old Business**
- IV. New Business**
  - A. 2019 Urban and Community Forestry Workshop – Ms. Schlitzer
  - B. Heritage Tree Program Nomination for Pecan Tree at Dutterer Family Park – Mr. Schlitzer
  - C. Tree Removals without Department of Natural Resources Permission – Mr. Schlitzer
  - D. 2020 Arbor Day Celebration – Mr. Schlitzer
  - E. February 7, 2020, Tornado Damage – Mr. Schlitzer
  - F. 2019 Tree City USA Application and PLANT Award Application – Mr. Gray
  - G. Street Tree Grate Retrofit – Mr. Schlitzer
- V. Commission Comments**
- VI. Staff and Public Comments**
- VII. Adjournment**



**CITY OF WESTMINSTER  
TREE COMMISSION  
MEETING SUMMARY**

**Wednesday, June 12, 2019, at 4:30 PM  
Conference Room, Second Floor, 56 West Main Street  
Westminster, Maryland 21157**

A meeting of the City of Westminster Tree Commission was held in the second floor conference room at 56 West Main Street, in Westminster, Maryland 21157, on June 12, 2019, at 4:30 PM.

Chair Steve Allgeier, Vice-Chair Cindy May, and Commissioner Tim Bangerd were present. City staff Andrew Gray, Eric Schlitzer, and Samantha Schlitzer were present.

The following members of the public were present: Zach Carnegie, Liz Perkin, Paul Mullins, Jessica Fitzgerald, and Kevin Wagman.

Chair Allgeier opened the meeting at 4:30 PM.

Vice-Chair May made a motion to approve the meeting summary from March 13, 2019. Commissioner Bangerd seconded. The motion passed.

Chair Allgeier opened the New Business Item, Presentation from McDaniel College Student. Mr. Gray introduced Zach Carnegie, who presented his report on "Soil Lead and Salt Levels in Tree Wells Along Main Street." During his research, he compared soil compositions between areas on Main Street and areas within City Park, as well as with other jurisdictions, to show how human activity has affected different areas. He found approximately 1.5 times the EPA recommended lead levels present in the soil of the tree wells along Main Street. Mr. Carnegie proposed channeling water away from the tree wells to avoid run off from the sidewalk, or planting white clover within the tree wells to reduce lead and nitrate levels.

Chair Allgeier thanked Mr. Carnegie for his research and report. He requested the report and pH level information be sent to the Commission members for further review. The Commission will discuss planting white clover in the tree wells to see how it changes the soil composition and if it is a viable solution to the problem. Dr. Perkin added that arthropods in the soil of Main Street tree wells were compared to soil found on the McDaniel College campus. The findings in that study correlated with Mr. Carnegie's soil composition analysis.

Chair Allgeier opened Commissioners' Reports. Chair Allgeier asked Mr. Schlitzer how many open tree pits were located along Main Street. Mr. Schlitzer mentioned that there were several, and he would contact

Miss Utility to locate any utilities that prevent those pits from being filled. If the pits could not be refilled, Chair Allgeier inquired if the replacement trees could be offset to another location within the City.

Chair Allgeier opened Staff Reports, with the first item being the Proposed Tree Replacement at Carroll Arts Center. The Chair asked Mr. Schlitzer about the Zelkova removal in front of the Carroll Arts Center at 91 West Main Street and if the tree will be replaced. Mr. Schlitzer stated that, once he removes the stump, he will request recommendations for a replacement species. Chair Allgeier asked Mr. Mullins for his recommendation; Mr. Mullins replied that he would review the approved species list and report back.

Chair Allgeier asked Mr. Schlitzer about the tree removals along Mulligan Lane and Windsor Drive. Mr. Schlitzer responded that the Homeowners' Association had sent letters to its residents, informing them to remove the street trees and repair the sidewalks. This request was sent without DNR approval, and the contractors who had already performed some work were not licensed tree experts. Mr. Schlitzer contacted DNR, and the project was halted so that the City can work with the homeowners on how to repair the sidewalks without removing the adjacent trees.

Chair Allgeier then opened discussion on the 2018 Forestry Workshop Recap. Ms. Schlitzer provided summary information from the September 26, 2018 meeting of the Tree Commission.

With regard to the Commission Plans for 2019 Forestry Workshop, Ms. Fitzgerald mentioned that Bartlett Tree Experts would handle the bulk of the event planning, and requested that the City sponsor the event through donating the use of the John Street Quarters hall. City staff will coordinate with the Westminster Volunteer Fire Department on this request.

Mr. Gray reported that the 2019 Arbor Day Celebration was well attended by the Boy and Girl Scouts and members of the public.

Chair Allgeier opened the floor to citizen comments. Mr. Wagman commented on the empty tree pits along Main Street. He asked if trees could be offered to the property owners along Green Street if they were not able to be replanted along Main Street. Mr. Schlitzer suggested that there may be grant opportunities available so that the City would not bear the cost of those trees. Chair Allgeier mentioned that the Commission would discuss the subject at its next meeting once more information was gathered.

Mr. Mullins mentioned that he is working with Mr. Schlitzer to hold another bug release in the coming weeks. Ms. Schlitzer suggested coordinating with the Recreation and Parks Department to involve summer camp groups in the event. The Commission agreed and added that the event should be held at City Hall again for plant diversification.

Chair Allgeier made a motion to adjourn the meeting. The Commission adjourned at 5:23 PM.

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Steve Allgeier, Chair  
Westminster Tree Commission



## TREE COMMISSION INFORMAL MEETING SUMMARY

**Wednesday, September 11, 2019, at 4:30 PM**

Conference Room, Second Floor, 56 West Main Street  
Westminster, Maryland 21157

The City of Westminster Tree Commission did not hold a formal meeting in September due to a lack of quorum.

Vice-Chair Cindy May and Commissioner Tim Bangerd were present. City staff Andrea Gerhard, Andrew Gray, Eric Schlitzer, and Samantha Schlitzer were present.

The following members of the public were present: John McEachern, Paul Mullins, and Laurel Pogue.

Mr. Gray introduced John McEachern and Laurel Pogue, McDaniel College students, who presented their report on "Abundance and Diversity of Invertebrates in Urban Tree Wells." During their presentation, they compared populations of springtails, a common soil invertebrate, between areas on Main Street and areas within Harvey Stone Park, on the McDaniel College campus, to see how different soil compositions affected insects. Based on the findings, the population of springtails was higher in Harvey Stone Park; this was due to the smaller soil area in the tree wells, as well as their closer proximity to roadways.

Vice-Chair May thanked Mr. McEachern and Ms. Pogue for their research and report.

Mr. Mullins explained that Bartlett Tree Experts had decided to cancel this year's Forestry Workshop due to low registration numbers. A major contributing factor in the low response rate was likely due to where the email information blasts were generated. Registrants were accustomed to receiving information directly from the City, and when it came from Bartlett Tree Experts instead, it may have gone unnoticed, into SPAM folders, or otherwise disregarded.

Ms. Schlitzer stated that approximately six prior attendees had contacted her directly regarding registration, which she had forwarded to Ms. Fitzgerald at Bartlett Tree Experts. Mr. Mullins could not confirm if those were included in the reported low registration number. Ms. Schlitzer suggested that next year the email blast of information come directly from the City, while Bartlett Tree Experts still processes registrations and payments directly.

Mr. Schlitzer presented the Heritage Tree application form and information from the State of Maryland that recognized the Pecan Tree at Dutterer Family Park as significant in size. The Commission will vote at its next meeting on accepting the nomination.

Tree Removals without Department of Natural Resources Permission. Mr. Schlitzer explained that several trees had recently been removed in the Furnace Hills area. The Homeowner's Association sent a letter to its community members indicating that the street trees required removal so that sidewalks could be repaired. The HOA also contracted a tree removal company for several locust trees in its common area. Mr. Schlitzer presented an information flyer, designed by the Department of Natural Resources, to help educate the Westminster community on proper tree care, removal procedures, and permissible tree species for replacement. He recommended sending it out as soon as possible.

Vice-Chair May suggested sending a copy of the flyer out through the City's water and sewer bill newsletter. Ms. Schlitzer stated it could also go onto the City's website and Facebook pages so that it was immediately available.

Vice-Chair May recognized Ms. Gerhard, who introduced herself as the City's newest Comprehensive Planner in the Department of Community Planning and Development.

The Commission adjourned at 5:24 PM.



To: Westminster Tree Commission

From: Andrew R. Gray, Comprehensive Planner

cc: Mark A. Depo, Director of Community Planning and Development  
Andrea Gerhard, Comprehensive Planner  
Eric Schlitzer, City Arborist

Date: March 6, 2020

Subject: Summary of New Business Agenda Items

The following is a brief summary of the New Business Agenda Items for the March 11, 2020 Tree Commission meeting:

- A. **2019 Urban and Community Forestry Workshop** – Discussion on low registration results and ways to improve the registration process for future workshops.
- B. **Heritage Tree Program Nomination for Pecan Tree at Dutterer Family Park** – A Heritage Tree application form and other pertinent information was received from the Department of Natural Resources (DNR) that recognized the Pecan Tree at Dutterer Family Park as significant in size. The City Arborist recommends the Commission vote to accept the Pecan Tree at Dutterer Family Park into the City's Heritage Tree Program.
- C. **Tree Removals without Department of Natural Resources Permission** – Several street trees were removed in the Furnace Hills Community. The City and DNR, agreed to help educate the Westminster community on proper tree care, removal procedures, and permissible tree species, by creating an educational flyer.
- D. **2020 Arbor Day Celebration** – The 2020 Arbor Day Celebration will be held at Westminster City Hall, located at 1838 Emerald Hill Lane. Staff requests the Commission to approve City Hall as the location for the 2020 Arbor Day Celebration. A date and time will be determined by staff.
- E. **February 7, 2020, Tornado Damage** – Staff will update the Commission on the damaged public trees and street trees.
- F. **2019 Tree City USA Application and PLANT Award Application** – Update on the two applications submitted to the Arbor Day Foundation and the Maryland DNR respectively.
- G. **Street Tree Grate Retrofit** – Staff will update the Commission on possible new grates for trees located along Main Street.