

## **Decorah Tree Board**

April 10, 2019

The meeting was called to order by Chairman Jeremy Brill at 4:37pm in the City Hall Conference Room.

Present: Jeremy Brill, Dick Guilgot, Drew Pellett, Scott Timm, and Peter van der Linden. Mark Faldet attended the latter part of the meeting.

MOTION by Guilgot, second by Timm: to approve the minutes of the March meeting as circulated. Motion carried.

Brill will be stepping down as Chairman and leaving the Board. MOTION by Guilgot, second by Pellett: to select Timm as Chairperson. Motion carried.

Brill reported that the Board has spent \$140 of its budget of \$8,000 for the current fiscal year. Rotary has \$4,224 to contribute to this spring's tree purchases.

It was decided to move this spring's tree distribution from April 22 to April 26, to allow more time to notify the public. The distribution will be held from 3 to 6pm in the parking lot of the ISU Extension Service. Van der Linden has prepared a news release. Brill will arrange for transport of the trees from Pinter Landscaping to temporary storage and then to the distribution site. Tree Board members will all work a shift during the distribution.

The tree planting on Mechanic and Short Streets will take place on May 4 (May 11 rain date). Trees will be planted on the sites previously selected unless property owners opt out. Brill presented a list of property owners along the route. Timm will write a brief letter to send to the property owners along with the brochure he has prepared. Brill will see if City staff can print the letter, address envelopes, and mail the letter/brochure. (Tree Board members can help with assembling the mailing if needed.) Brill will also prepare a door hanger. Pellett will distribute the door hanger and contact businesses along the route. Brill reported that football players from Luther College will be available to help with planting.

The Board will meet at City Hall at 6:30pm on April 29 to make final plans for the May 4 planting, followed by a walk-through of the planting sites.

The meeting adjourned at 5:40pm.

Peter van der Linden, Secretary