

## Winterville Tree Commission

Thurs., Apr. 13, 2023, 6:00 PM  
in the Pittard Park Pavilion

### Meeting Minutes

**Present:** Tina Mills (Chairperson), Brian Binder (Secretary), Ande Burke, Mateo Fennell, Brian Herndon, Dorset Trapnell  
**Non-Voting Members:**  
Bob Bonsall (advisory), Lea Clark (ex-officio), Susan Russell (ex-officio)

#### Approval of Minutes

The minutes from the Jan. 12, 2023 meeting were approved.

#### Arborist Report

The dangerous tree in Pittard Park has been cut down.

Tina & Susan went to White Oak farms to purchase this year's Commemorative Trees. Sites for these trees were selected, and the trees planted (see below).

We had two Commemorative Tree pruning work days (Jan 28, Feb. 11). In all, about 30 trees were pruned.

#### Commemorative Tree Program

As agreed at our last meeting, Bob purchased 200 pre-numbered aluminum tags. Bob and Brian B. installed 63 tags along the Firefly Trail. We should find some time to install the rest.

► Brian B. will organize this via email.

A total of 17 Commemorative trees were planted this year, including two trees transplanted from Patsty Chandler's yard on Arbor Day, honoring Steve Rice and Mayor Ferrelle, respectively. Also included in this total were two trees on private property (see next item). See Appendix I for details about all the trees planted this year.

Plaques for these trees will be printed in May. ► Brian B. volunteered to take charge of organizing the plaque order (this will help him keep the CTP database up to date).

Tina reported that tree prices were higher than expected, and that we therefore need to increase the Commemorative Tree fee. There was some discussion about having the fee set to the cost of the particular species to be planted, but it was decided that it would be best to simply set a fee that would cover the average cost (plus a small amount extra for plaques & maintenance).

► We agreed to set the fee for next season (planting in 2024) to \$200.

► Tina will get with Wendy to change the request form accordingly.

There was discussion about limiting new Commemorative Trees to native species.

► There was general agreement that this should be our policy going forward.

### Commemorative Trees on Private Property

Discussion continued about the issue of planting Commemorative Trees on private property. On the positive side, this would encourage more tree planting along the Firefly Trail and possibly elsewhere in the City. On the negative side, this brings up issues of liability, enforcement of the owner's responsibilities, changes in property ownership, etc. It might also give the appearance of the City 'doing favors' for private citizens.

Susan has provided a draft document setting forth the terms under which a Commemorative Tree can be planted on private property, and the city lawyer has added his changes (see Appendix II). Lea expressed concerns over that document; ► she will distribute a different agreement document based on what some other local governments have done. [See her 4/14/23 email – this new document has been included here as Appendix III.]

► We agreed to continue discussing this matter at our next meeting.

► For now, Tina will ask Wendy to tell people who are interested that the issue of Commemorative Trees on private property is under review. People can submit applications, but should not pay any fees until the issue is resolved.

It should be noted that two Commemorative Trees were planted on private property, adjacent to the Firefly Trail, this past spring (see Appendix I). We expect that we can nevertheless set a policy on the issue one way or the other for future purchases.

### Upcoming Meetings / Events

1) Everyone is invited to participate in the first of three Tree Canopy Workshops given by the Green Infrastructure Center, in collaboration with the GFC. The meeting will be held via Go-To-Meeting; see the 3/1/23 email from [mlee@gcinc.org](mailto:mlee@gcinc.org) for details. Tina will make a room available at the Community Center for those who wish to participate join the meeting from there.

2) The pre-Marigold Festival work day previously scheduled for April 22 has been cancelled, due to the unavailability of mulch from the GFC and the fact that many Commission members could not make it on that date.

4) MLK Day 2024 – just a reminder that we should start planning this at a future meeting.

5) The Marigold Festival is on May 13 this year. Lea will be there at the GFC table;  
► Commission members should try to drop by to help her out, and to advertise the Tree Commission. There was discussion of creating some materials to help spread the word about the Commission, but no specific plans were made. ► Mateo and his family will hang the tree information signs around the park like they did last year.

6) Meeting with the Jefferson City Tree Council. We are still interested in doing this, perhaps in May? ► Susan will facilitate.

7) Firefly Trail work day. There was discussion about scheduling a work day to address some issues along the trail, e.g. English ivy on some large trees adjacent to the trail. We agreed that this was a good idea. It was mentioned that for those trees that are on private property, the land owner should be contacted in advance.

### William Strong Property

Discussion about this property continued. Mateo, Brian H., and Tina walked the property recently. The (~1 acre) lot has apparently been taken off the market unsold; the owner's intentions aren't clear at the moment. The City owns the adjacent old Baptist Church site (also ~

1 acre), and there was enthusiasm for developing a plan for improving that site, with or without the additional adjacent lot. This could include removal of privet, creating walking trails, etc. Once we formulate a rough plan, we agreed that the next step would be to start a dialog with the Mayor and Council.

#### Industrial Development on Spring Valley Rd.

It was recently announced that life sciences manufacturer Meissner will be building a large facility on the Christian Industrial Tract, located at 1310 Spring Valley Road. The company expects to create more than 1,700 jobs over the next eight years, with operations to begin in 2026. More details can be found here: <https://www.accgov.com/CivicAlerts.aspx?AID=5643>. Although this facility is outside the Winterville city limits, it could well add to the development pressure the City is facing. We discussed the need to be ready, perhaps by strengthening the tree ordinance, etc.

**Our next regular meeting** is Thurs. July 13, 2023 at 7:00 PM, at the Pittard Park Pavilion.  
[Note the time change.]

The meeting was adjourned at 7:35 PM.

## APPENDIX I

### 2023 Commemorative Trees

Total Trees Planted:

17

Number	Species	Honoree/Sponsor	Location	Notes
1	Red Maple	Steve Rice/Patsy Chandler	Adajacent to Fire Department	Planted on Arbor Day
1	Japanese Maple	Dodd Ferrelle & Family /Patsy Chandler	Five Points	Planted on Arbor Day
1	October Glory Red Maple	American Legion	Community Center	
2	October Glory	American Legion	Disc golf course	
2	Yoshino Cherry	American Legion	Pittard Park btwn BBQ shack and parking lot	
1	Okame Cherry	American Legion	Pittard Park btwn BBQ shack and parking lot	
4	River Birch	American Legion	Retaining pond by the police station	
1	Nuttall Oak	Dodd Ferrelle & Tom Doonan	Marigold Auditorium	Gigantic!
2	October Glory Red Maple	Caroline Riggins' mother and mother-in-law	Community Center	
2	Chinese Pistache	Doug and Diane Shover	400 Main St. on the Firefly trail	On private property

## COMMEMORATIVE TREES ON PRIVATE PROPERTY

Due to the substantial benefit received by the public for the use and enjoyment of trees within the City of Winterville, Georgia (“the City”), Commemorative trees may be planted on private property upon request of property owners and upon approval of the City and the City Tree Council based upon the following stipulations.

**Ownership:** Trees planted on private property become the property of the property owners. The property owners assume care for these trees and holds harmless the City and Tree Council, its affiliates and anyone affiliated, for damage, loss, or injury of any kind.

The tree will be deemed a protected tree, and Commemorative trees will be subject to the protected tree status and subject to the conditions in the City ordinance.

The City has permission to photograph the tree(s) and location(s) for advertising, publicity, and archival purposes.

**Planting Species and Site:** The selected species must be in compliance with the City’s approved species list. The site must be the owned property of the requestor and the site must be within visual distance of the public right of way. The requestor must agree to indemnify and defend the City if any tree is installed on property not owned by the requestor.

**City Actions:** Upon receipt of application and fees paid, the City and Tree Council will review the application, the species request, and visit the proposed planting site.

If approved, the City and Tree Council will arrange with the property owner to deliver and install the tree at City expense. The city will also provide the commemorative marker, consistent with the other City Commemorative markers.

**Property Owner Actions:** At the time of installation, the property owner will be responsible for the mulching and (if necessary) the staking of the tree.

The owner will then become responsible for the care and maintenance of the tree, in accordance best management practices (BMPs) according to International Society of Arboriculture and Arbor Day Standards.

The City Arborist and Tree Council members will assist in providing information regarding BMPs.

The tree owner will warranty the survival of the tree for a minimum of 5 years from the date of installation. City staff and Tree Board Members will be available at no charge for consultation if the tree owner has concerns regarding the health and vitality of the tree.

**Agreement between City and Homeowner  
for the City to Plant Commemorative Trees on Private Property**

On \_\_\_\_\_ (date) \_\_\_\_\_, the City of Winterville (City) and Homeowner/s

Name and address here:

\_\_\_\_\_

agree that:

1. The City will acquire a temporary easement to plant one or more trees on Homeowner's property.
2. The easement is limited to the time it takes to plan for and plant the tree/s.
3. The easement is limited to the distance from the right-of-way needed by the City to plant the tree/s, and is limited to a 15-foot setback from the right-of-way into the private property.
4. The Homeowner will gain ownership of the trees planted at the City's expense.
5. Homeowner agrees to maintain the trees planted, including sufficient watering for 2 years, yearly pruning, and twice yearly mulching, using the services of a Certified Arborist when needed. Tree maintenance must be in according with ANSI standards for tree care. Specific information is available from the Winterville Tree Commission or City arborist.
6. If the tree needs staking when installed, the City will properly stake the tree. Homeowner agrees to remove all staking materials at the end of the first year.
7. Homeowner agrees to hold the city harmless for any liability attributable to the planting or presence of the trees on the private property.
8. The City arborist or designee will approve the planting location and species before final approval. (Homeowner understands that the location must have sufficient open soil surface area for the species of tree desired. The City will not remove landscaping and will not plant in gravel or rock gardens.)
9. The planted tree/s are Commemorative Trees, and as such must be visible in their planted location/s from a public roadway right-of way or public space.
10. The City arborist and Winterville Tree Commission members are available at no cost to Homeowner if there are concerns by either party about the health of the tree/s.
11. The planted tree/s may not be removed or transplanted by the Homeowner. If the tree/s are hazardous, diseased, or dying, the City arborist or designee must approve its removal. If parties disagree, they may jointly or separately obtain the opinion of a Certified Arborist.
12. Homeowner grants permission to City to photograph the tree/s for archival or publicity purposes.
13. A Commemorative plaque will be installed at each tree consistent with other City Commemorative markers.

\_\_\_\_\_  
Homeowner/s  
Print name below

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\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
For the City  
Print name and title below

\_\_\_\_\_  
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