**MINUTES**

**SUSQUEHANNA TOWNSHIP REGULAR MEETING**

**SHADE TREE COMMISSION JANUARY 19, 2023**

**REGULAR MEETING**

Chairman Allen called to order the Meeting of the Susquehanna Shade Tree Commission on Thursday, January 19, 2023 at 4:04 PM.

**ROLL CALL:**

William Allen – Present

David Roccasecca – Present

Ray Davis – Present

Steve Drachler – Present

**TOWNSHIP PERSONNEL:**

Kathryn Hartz, Administrative Assistant

**APPROVAL OF MINUTES:** R. Davismotioned to approve the November 17, 2022 minutes, S. Drachler seconded the motion. **MOTION CARRIED.**

**BUDGET:** Stand with balance of: $48,103.12

**CITIZEN REPORTS & COMPLAINTS:**

**APPLICATIONS:**

* The following addresses were received and Approved by the board members for the following addresses.
* 3232 Ridgway - D. Roccasecca moved to approve the request to remove 2 trees submitted by the owners. The motion was seconded by member R. Davis and then unanimously approved.
* 3534 Schoolhouse Lane - S. Drachler moved to approve the request to remove 2 trees submitted by the owner. The motion was seconded by member R. Davis and then unanimously approved. Roots are a problem with the sidewalk and damages to curb. Directed to replant trees
* 306 N. Progress – D. Roccasecca moved to approve the request to remove 1 tree submitted by the owner. The motion was seconded by member R. Davis and then unanimously approved.
* 307 Montrose - R. Davis moved to approve the request to crown and clean tree submitted by the owner. The motion was seconded by member S. Drachler and then unanimously approved.

N**EW BUSINESS:**

* Shade Tree members will start in February 2023 to visit all Township Ward for compliance of Shade Tree Applications and or Violations. First and Fifth Ward have been reviewed
* Discussion was held on violators and procedures to follow. Upon receiving two notices from township, the board will file citation with local MDJ for non-compliance.
* Board Members request new Identification pictures to be taken by township. Term and Expiration date included in ID.
* Non-Compliant Owners - Letters will be sent to owner that have not re-planted trees, the Shade Tree Commission will be replanting trees in the tree lawn of their home depending on circumstance of non-compliance residents may be charged for the removal and installation of new tree. Further discussion will be addressed
* Free Tree Applications is now in the Spring/Summer Newsletter.
* Shade Tree will be using Social Media to reach more township regarding upcoming activities.

**OLD BUSINESS:**

* Resident of 405 S. 32nd street – three tree stumps remain, owner is having difficulty-finding contractor to remove stumps.
* Parks and Rec Department received a grant for trees to be planted in our township parks.
* New trees have not planted as required by approved permit Shade Tree Letters sent to six residences of Latshmere regarding tree issues. Letters sent out in November 2022.
* 524 Sandra Avenue – Tree Stump remains, owner states she does not have the funds to remove tree stump. Citation was sent to MDJ Urrutia for non-compliance.
* 511 Marcel – Send second letter to owner regarding tree issue.
* 3507 N. 2nd Street – Resident is in non-compliance. Directed to file with MDJ Urrutia. A permit was never received to remove tree branches.
* Arborist is only used when in question as to the health and or removal of tree.

Arborist selected: Brian Chase, Arborist ISWA Certified – WE-12969A – Bartlett Tree Service

Phone: 717-764-4020/ email: [bchase@Bartlett.com](mailto:bchase@Bartlett.com).

* Arbor Day – Township will apply in the 2023 round for Tree City USA after our Arbor Day event 2023.

**CORESPONDENCE:** None

**Adjournment**: D. Roccasecca moved to adjourn the Shade Tree meeting. S. Drachler seconded the motion. The motion was approved with a unanimous vote and the meeting ended at 5:15

Respectfully submitted,

Kathryn M. Hartz

Administrative Assistant/Code Compliance Inspector