

Lewiston Urban Forestry and Cemetery Commission Minutes

August 27th, 2019 – 5:30 pm

Lewiston Community Center – 1424 Main Street, Lewiston

1. **CALL TO ORDER**

Roll Call

Malcom

Bill Malcom, Julia Barrett, Maxine Miller, Elizabeth Goetzinger
Commission Members Absent: Bob Brown, Shirley Phillips
City Council Liaison Absent: Jim Kleeburg
City Staff: Tim Barker

Meeting called to order at 5:32 PM.

2. **CITIZEN COMMENTS**

This is an opportunity for citizens to address the Commission on agenda items or other items they wish to bring to the attention of the Commission or Staff. Malcom

None.

3. **CONSENT AGENDA**

A. Approval of Minutes from July 23rd, 2019

Malcom

Miller moved to accept the July 23rd, 2019 minutes. Barrett seconded. All approved.

4. **REPORTS** Presentations, Communications and Correspondence

A. Cemetery & Urban Forestry Monthly Reports

Barker

Barker explained that the only report submitted for the month of July was for the cemetery, and members reviewed that report. In regard to Urban Forestry, Barker discussed that Parks staff has worked with TW Tree to do some removals and pruning throughout the City. Malcom asked about the cemetery, as there are three or four trees that need to be removed, and Barker said those should be identified and can be removed after October 1st, or sooner if they are hazardous.

Barker said that he looked over budgets recently and the cemetery is above what was predicted for plot sales this year and close to the revenue projection. He explained that staff has been overseeding certain areas of the cemetery and troubleshooting the irrigation issues.

Barker said that on Thursday, he and Bourassa will be attending a meeting regarding Boards and Commissions, so he wanted to let members know that the Commission will be discussing bylaws and other information from that meeting in the future.

5. **ACTION ITEMS**

A. **NEW BUSINESS**

i. Goose Deterrent Ideas

Goetzinger

Goetzinger said that Miller's idea of a coyote cutout that she had presented previously was a viable solution. Members discussed various solutions including cutouts of a coyote/dog, supersonic noise machines, pinwheels, scare tape, repellent spray, drones, and reflective spinners.

After the discussion, it was decided that Bourassa would research some pricing for the coyote/dog cutouts and bring that information to the next meeting, as well as check with other cemeteries about how they manage goose issues.

ii. Urban Forestry Plan

Barker

Barker reminded members that Jarolimek resigned from his position, so the City is working on a plan for how to fill it and what it will look like in the future. He explained that the position was previously a contracted employee and changed to where Jarolimek was a City employee. He went through the pros and cons of both of those options.

Barker said that he looked at the last three ways the position was handled, as a contractor, a full-time Urban Forester, and the Landscape Architect/Arborist/Parks Maintenance position. He does not believe a Landscape Architect position is needed at this time, so the position will likely be a full-time Urban Forester position or be a contracted position. He said hopefully by the next meeting, there will be a plan in place for the position. He also mentioned that Phil Shinn is willing to be a resource in the meantime, particularly with Tree City USA to ensure that Lewiston maintains its status.

Barker explained that the department had previously been granted an AmeriCorps employee for the next fiscal year, but with the Urban Forester position being vacant, that has been put on hold. The plan is for the department to apply for that position again next year.

B. **OLD BUSINESS**

i. Normal Hill Heritage Overlay District Letter of Support

Barker

Barker said that Community Development has put a halt on the number of projects that they are working on with the Historic Preservation Commission, but he suggested that the Commission still submit the letter of support. That way, the Historic Preservation Commission will know that the Urban Forestry & Cemetery Commission is interested in being a part of the program, but the process may be delayed for a couple of years at this point.

Barker also explained that he met with the Executive Director of the Idaho Historic Foundation regarding a grant for a door at Carnegie Library, so he talked to her about preservation projects at the cemetery as well. She told Barker that she supports projects outside of the Boise Valley even though she understands that it is typically easier for that area to get grants. He explained that there is approximately \$200,000 to \$300,000

available for those grants, and they receive approximately \$600,000 to \$700,000 in requests. Barker confirmed that the cemetery can apply for these grants even without being part of the Historic Overlay at this time.

Miller moved that the letter be submitted as written, Barrett seconded. All agreed.

Barrett asked about events for Halloween in the cemetery, and Miller suggested beginning a list of potential events. Members agreed to put this topic on the “Future Agenda Topics list” and possibly have a Halloween event at the cemetery next year.

- ii. Awards for Excellence Miller

Miller said the letter and cling are ready to go, but she needs help to make it happen. She explained that she envisions parking lot thermometers and community members at the award presentation, as well as a news crew. She is concerned that the award is not going to get the message across with just the cling and the letter. It was decided to put this topic on hold until late winter so that the presentation portion can be planned.

- iii. Tree Plaque Update Malcom

Malcom placed six new markers on state trees and three markers on non-state trees in the cemetery last month. He has an updated list that he will provide to Bourassa so that the map brochure can be updated.

6. COMMISSION MEMBER COMMENTS

Miller said that there is a college professor who is giving a continuing education course in landscaping and she would like to invite him to our Commission. She said that he could likely be utilized as a resource for various projects in the future. Barrett had to leave the meeting at this time, approximately 6:55 PM.

Malcom asked Barker if the cemetery is ever aerated, and Barker replied that it was aerated within the last month and was also overseeded.

7. CITY COUNCIL LIAISON COMMENTS

None.

8. NEXT MEETING

- A. Tuesday, September 17th at the Lewiston Community Center

9. FUTURE AGENDA TOPICS

- A. Educational Topics from the Urban Forester
- B. Advisory Commission Review
- C. Potential Cemetery Events

10. ADJOURNMENT

Miller motioned to adjourn, Goetzing seconded. Meeting adjourned at 7:04 PM.

Jenny Bourassa, Recording Secretary

Date