

MUNICIPAL BEAUTIFICATION COMMISSION/TREE BOARD
October 4, 2022 Meeting Minutes

Time: Tuesday, October 4, 2022, 1:00 pm

Place: Charleston Municipal Parking Building #1

Commissioners: Amy McLaughlin, Chair
Brenda Ellis, Vice Chair
Donna Graham, Treasurer
John Casto
Marjorie Cooke
Lois Crichton
Marlene Dial
Anna Forbes, excused absence
Alex Franklin
Jane Powell
Susan Shumate

Staff and Guests: Lori Brannon, City Planner
Mike Davis, Public Grounds Deputy Director
Brent Webster, Public Works Director

B. A. Miskowiec
Mike Miskowiec
Linda Meszaros
Martha Phillips
George Butch Arthur
Jennifer Lopez
Janice Arthur
Dana Skerbetz
Andy Sheetz

Municipal Beautification Commission (MBC) Chair, Ms. McLaughlin called the meeting to order at 1:00 pm. She announced this meeting is being recorded.

Tree Board

Ms. McLaughlin stated the agenda of the meeting was in response to the petition filed by residents of the 4600 Venable Avenue block of Kanawha City. She confirmed all Commissioners had visited the site, then asked Ms. Dial to read the petition.

After the petition was read by Ms. Dial, Ms. McLaughlin introduced herself to all public guests and detailed the duties of the Tree Board and Municipal Beautification Commission. She then invited the registered public speakers to address the Commission.

Public Comments

Ms. Linda Meszaros, 4615 Venable, Mr. George Arthur, 4612 Venable, and Mr. Michael Miskowiec, 4607 Venable all presented on the expense of damage and potential fear of trees falling onto their properties.

Public Comments closed at 1:15pm

Forester's Report and Public Grounds Report

Mr. Davis presented the Forester's Report. It is his recommendation based on the Forester's findings that trees #5 and #10 (from the Forester's map) be removed and trees #1 and #3 have identified limbs removed. This also includes stump removal that is done in the fall and winter seasons.

Commission Discussion and Vote

After discussion on which trees if any should be removed and whether replacement trees should be installed, the Commission unanimously **approved** the following motion by Ms. Ellis and seconded by Ms. Dial: The Tree Board accepts the forester's report and the Public Ground Director's recommendations to remove trees 5 & 10, to trim the dead limb from tree 1, and to trim the limbs of tree 3 that overhangs the house. Trees 5 and 10 are to be replaced by a variety of trees selected by the abutting property owner from a selection presented by the Public Grounds Director.

Closing Remarks

At this time Ms. McLaughlin recapped the motion to the meeting guests, also thanking them for bringing this matter to the Tree Board. She explained the Commission is actively working on creating a City Tree Inventory and invited them to attend the November meeting to learn more about the process.

The Tree Board meeting was adjourned at 1:28pm

Beautification Commission

MBC Chair, Ms. McLaughlin called the meeting to order at 1:30 pm. She announced this meeting is being recorded.

Approval of Minutes

The minutes of the MBC meeting of September 6, 2022 were previously emailed to the commissioners. There were no objections to the minutes and they were **approved**.

Treasurer's Report

Ms. Laughlin asked Ms. Graham to present the Treasurer's Report. Ms. Graham reported the following:

\$130,349.60	September 1, 2022
-3,300.00	GAI Payment
+ 272.91	Interest

\$127,322.51	October 1, 2022
2,600.00	Liability for GAI/Ruffner Park Design
\$124,722.51	Working Balance
Earmarks	
18,000	Davis Park Benches
45,000	Ruffner Park Implementation
16,000	Contingency
Remaining Balance	
\$45,722.51	

MBC Liaison to City Center Business Improvement District (BID)

The Commission recommended a member attend the BID meetings held the first Monday of each month. Mr. Franklin moved that Ms. Crichton be appointed the MBC representative to attend the monthly BID meetings, Ms. Ellis seconded the motion was unanimously **approved**.

Ms. Crichton reported attending her first meeting on Oct 3. It is the goal of the BID to maintain continuity in design across the city. They are currently working through an extensive plan to update the appearance and usability of the BID area.

Cooke Garden

Ms. Cooke humbly asked the City's Public Grounds Department to accept the transfer of the Cooke Memorial Garden back to their control. This garden was maintained by the Cooke family from 1989 until 2022, for 33 years. At this time Ms. Cooke excused herself from the meeting room.

Despite a failed irrigation system, Mr. Davis had no objections to this transfer. The Public Grounds Department has the capacity to plant and maintain this garden. Ms. Ellis commented that the Kanawha County Master Gardeners may be available to help with this project.

Ms. Graham moved to approve the transfer of the Cooke Garden to the City and Public Grounds Department, Ms. Ellis seconded the motion and the motion was unanimously **approved**.

Executive Session

Ms. Ellis moved to enter Executive Session to discuss the resumes submitted for the consulting horticulture position. Mr. Casto seconded and the motion was **approved** at 1:50 pm. The Commission left Executive Session at 2:10pm with no action.

November Annual Meeting Preparation

Ms. McLaughlin reported the November Annual Meeting agenda contains the election of new officers and the review and submission of the Annual Report. She recommended establishing a Nominating Committee. Ms. Crichton and Mr. Casto agreed to serve, with Ms. Crichton serving as chair.

Ms. McLaughlin will prepare the Annual Report and distribute for commissioners' review before the November meeting.

Public Grounds Report

Ms. McLaughlin asked Mr. Davis to present the Public Grounds Report. Mr. Davis reported the department will soon finish mowing for the season and begin to clean beds for spring planting.

The Davis Park benches are scheduled to arrive this week and will quickly be installed. The Gold Star Park has been planted and the Edgewood Brick Project will be delayed for several weeks.

Additional Business

Ms. McLaughlin invited Mr. Webster to provide an update on the planned Monarch Waystation. Mr. Webster reported the Mayor is very supportive of the project but the timing is not ideal for the Public Grounds Department's schedule. Planting will need to wait until Spring. Ms. McLaughlin will revisit the planting schedule for the Monarch Waystation in an early spring MBC meeting.

Regarding the new vacancy on MBC, Ms. McLaughlin reminded the commission that MBC has historically made recommendations to the Mayor in the form of individual commissioners or areas of the city from which a commissioner is needed. Since there is now no one on the commission from the West Side or North Charleston, Ms. McLaughlin renewed a recommendation from early this year asking the Mayor to consider an appointment from the West Side.

Mr. Sheetz reminded the Commission that applications for Tree City USA are based on events held the previous calendar year. These events must include an Arbor celebration.

The next meetings will be a Special Meeting for Ruffner Park held 11 am October 14, 2022 and the November Annual Meeting held 1 pm November 1, 2022, both held in the City Services Center Conference Room.

With no other business the meeting was adjourned at 2:30pm

Prepared by Jane Powell

Review of trees in public right of way along Venable Avenue between 46th Street and 47th Street provided by State Forester Michael I. Dolin, corresponding to attached map:

Tree 1. Has a dead limb that needs removed and limbs overhanging the home, but otherwise the tree is healthy with no signs of hollow spots, mushrooms, or diseases.

Tree 2. Tree is healthy with no signs of hollow spots, mushrooms, or diseases.

Tree 3. Tree has limbs that overhang the home, but otherwise tree is healthy with no signs of hollow spots, mushrooms, or diseases.

Tree 4. Tree is healthy with no signs of hollow spots, mushrooms, or diseases.

Tree 5. Tree has a couple spots where bark has come off. It doesn't appear to be rotten now but may be a concern with additional exposure. Tree also has limbs overhanging the home.

Tree 6. Tree is healthy with no signs of hollow spots, mushrooms, or diseases.

Tree 7. Tree is healthy with no signs of hollow spots, mushrooms, or diseases.

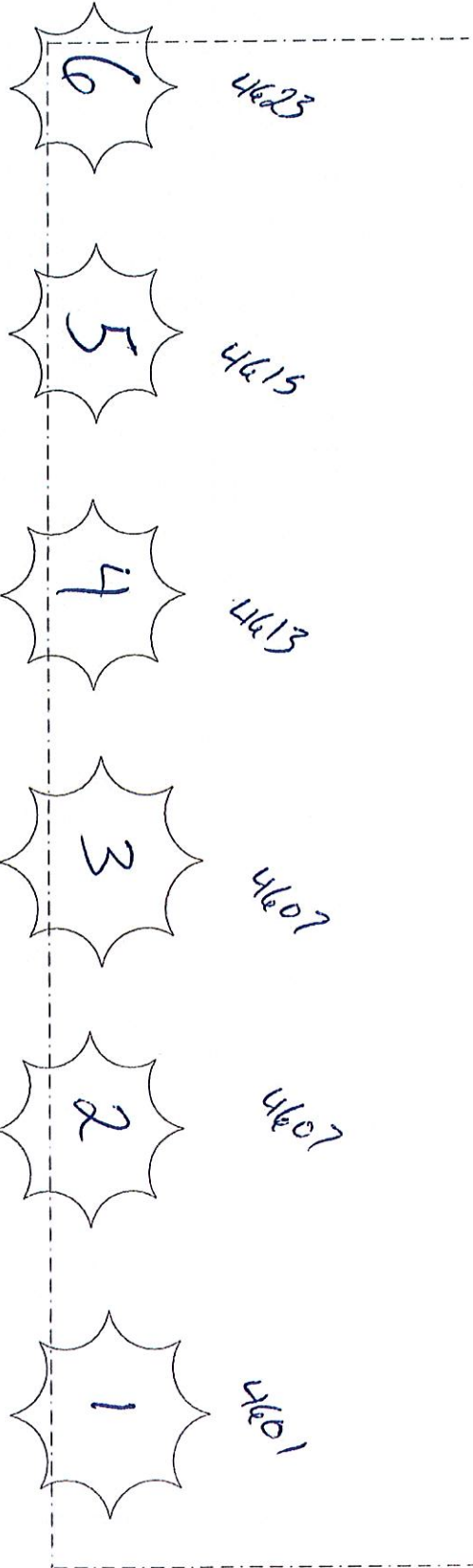
Tree 8. Tree is healthy with no signs of hollow spots, mushrooms, or diseases.

Tree 9. Tree is healthy with no signs of hollow spots, mushrooms, or diseases.

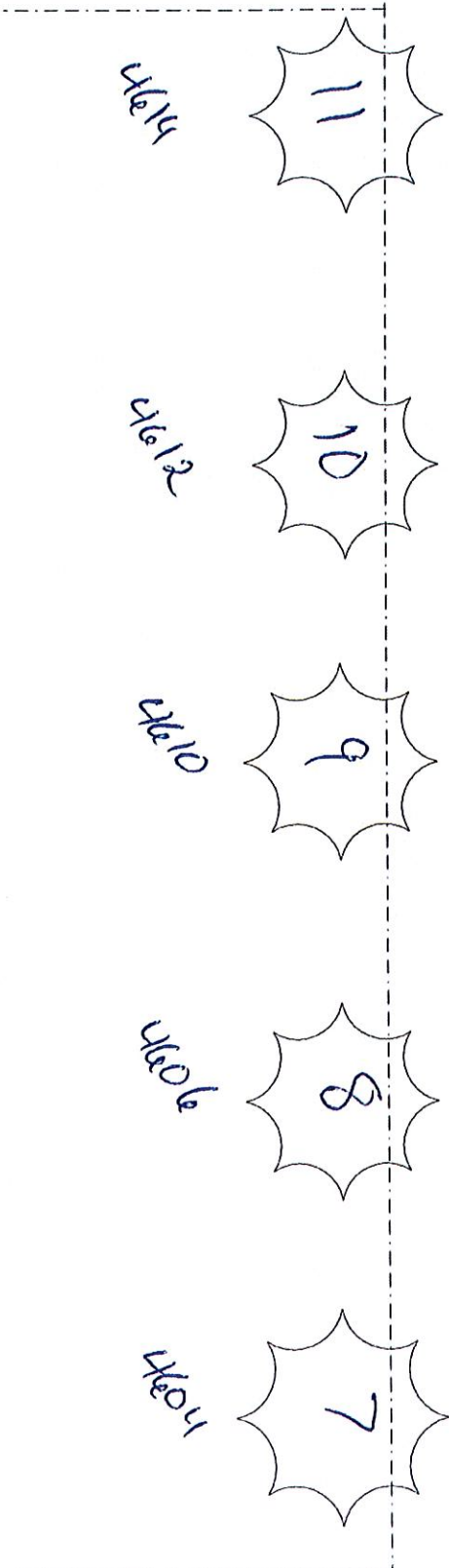
Tree 10. Tree has the top broken out and needs to be removed.

Tree 11. Tree is healthy with no signs of hollow spots, mushrooms, or diseases.

47 Street



Venueble Ave



46 Street