



MAPLE GROVE
ARBOR COMMITTEE
REGULAR MEETING
FEBRUARY 11, 2016
7:00 PM – ROOM 183
MAYOR'S CONFERENCE ROOM



1. CALL TO ORDER
2. OATHS OF OFFICE
 - A. MARY LYNN KENKNIGHT
 - B. TERRI POLSKI
3. APPROVAL OF AGENDA AND MINUTES
 - A. APPROVAL OF AGENDA
 - B. APPROVAL OF MINUTES – JANUARY 14, 2016 REGULAR MEETING
4. OLD BUSINESS
 - A. EAB MANAGEMENT PLAN UPDATE
 - B. 2016 ARBOR DAY PLANNING
5. AREA REPORTS
6. ADJOURNMENT



REQUEST FOR COMMITTEE ACTION

Item Number: 2 A & B

Meeting Date: February 11, 2016
Agenda Heading: Oaths of Office
Agenda Item: Oaths of Office

Recommended Committee Action:

None.

Discussion:

The terms of Committee Members Mary Lynn KenKnight and Terri Polski were set to expire on December 31, 2015 and both have requested reappointment to the Committee for another three years. Oaths of Office will be administered to Mary Lynn and Terri.

Thank you Mary Lynn and Terri for your past and future commitment to the Committee.

Committee Comments:



REQUEST FOR COMMITTEE ACTION

Item Number: 3 A & B

Meeting Date: February 11, 2016

Agenda Heading: Approval of Agenda and Minutes

Agenda Item: Approval of Agenda and Minutes

Recommended Committee Action:

Call by Vice-Chairperson _____ for any additions or revisions to the agenda.

Motion by Committee member _____, seconded by Committee member _____ to approve as proposed or approve as amended the agenda for the February 11, 2016 regular meeting.

Motion by Committee member _____, seconded by Committee member _____ to approve the minutes of the January 14, 2016 regular meeting as presented or as amended.

Discussion:

Committee Comments:

**MAPLE GROVE
ARBOR COMMITTEE
REGULAR MEETING
January 14, 2016
MAPLE GROVE GOVERNMENT CENTER
7:00 PM**

Call to Order

The regular meeting of the Arbor Committee was called to order by Chairperson Mary Parenteau at 7:00 pm.

Members Present

Mary Parenteau, Julie Gamber, Joe Hogeboom, Ed Reichow , Frank Kampel, Marilyn Arnlund, Adam Bedard , Steve Courtney, Rory Howell

Members Absent

Terri Polski, Mary Lynn Kenknight

Also Present

Kelly Matzke - Staff Representative
Heidi Nelson – City Administrator
Judy Hanson – City Council Liaison

Introduction of
New City Administrator

Heidi Nelson introduced herself as the new City Administrator for Maple Grove. Nelson began her role in late December and looks forward to working for Maple Grove. Nelson stated that she has an interest in economic development, and looks forward to projects in the Gravel Mining area and along the new State Highway 610 corridor. Nelson most previously served as the City Manager for the City of Wayzata.

During a group introduction process, Commissioner Adam Bedard informed the Arbor Committee that he has been appointed to the Maple Grove Citizens' Advisory Commission, and that he will resign from the Arbor Committee following this meeting.

Oath of Office

Council Member Hanson administered the oath of office to Commission Chair Mary Parenteau and Commissioner Ed Reichow. Both Commissioners' terms will expire on December 31, 2018.

Election of Officers

Commissioner Frank Kampel made a motion to conduct the election of officers by an open vote. Commissioner Joe Hogeboom seconded the motion, and it was approved by a unanimous vote.

Commissioner Hogeboom made a motion to nominate Commissioner Parenteau as Chairperson. Commissioner Julie Gamber seconded the motion, and it was approved by a unanimous vote.

Commissioner Gamber made a motion to nominate Mary Lynn Kenknight as Vice Chairperson. Commissioner Marilyn Arnlund seconded the motion, and it was approved by a unanimous vote.

Commissioner Steve Courtney made a motion to nominate Commissioner Hogeboom as Secretary. Commissioner Kampel seconded the motion, and it was approved by a unanimous vote.

Approval of Agenda and Minutes

Chairperson Parenteau asked if there were any additions or revisions to the agenda. Staff Liaison Matzke requested to add "Item 6-C", which would address the 2016 City Tree Order. Hearing no further additions, Commissioner Courtney made a motion to approve the agenda with the addition of Item 6-C. The motion was seconded by Commissioner Arnlund and passed unanimously on a voice vote.

Chair Parenteau asked if there were any revisions to the November 12, 2015 meeting minutes. Hearing none, Commissioner Courtney made a motion to approve the minutes as presented. The motion was seconded by Commissioner Gamber and passed unanimously on a voice vote.

Old Business

Educating Residents About Emerald Ash Borer (EAB)

Staff Liaison Matzke introduced this item, and stated that the Arbor Committee had previously discussed multiple ways by which to communicate information pertaining to the Emerald Ash Borer (EAB) infestation to Maple Grove residents. Staff Liaison Matzke discussed the Committee's discussion of using social media, such as Facebook, to build awareness. Council Member Hanson stated that the City has a good start in already discussing EAB online and in city newsletter articles.

Commissioner Arnlund suggested that educational tools be used throughout the City to help residents identify ash trees that have been impacted by EAB. Commissioner Arnlund also suggested that the City partner with the Maple Grove Yard Waste Collection Site, located at Maple Grove Parkway and 101st Street North, to help educate facility users about EAB. Staff Liaison Matzke stated he will look into contacting

Collection Site management about the possibility of distributing educational fliers.

Commissioner Reichow suggested that the City use signage to educate residents about EAB, offering that signage similar to that used to promote the Arbor Day festival could be placed at parks, fire stations, and other City-owned facilities throughout Maple Grove. Commissioner Arnlund concurred, and also suggested that a citywide informational meeting could be organized later in the spring to address EAB.

Staff Liaison Matzke suggested that the Committee consider designing educational fliers to post in utility bills. Commissioner Howell agreed with the idea, and stated that the fliers should be eye-catching. The Committee concurred, and Staff Liaison Matzke will look into developing utility bill fliers later in the spring.

Commissioner Arnlund suggested that the Committee also write an article about EAB in the upcoming edition of the Maple Grove City Newsletter. The Committee concurred, and Commissioner Arnlund stated she will write and submit an article for the Spring newsletter edition.

EAB Management Plan Update

Staff Liaison Matzke stated that various staff members at the City are now involved in planning for EAB infestation. Staff Liaison Matzke stated that Hennepin County is attempting to coordinate planning efforts, and that it is estimated that 80% of Hennepin County communities currently have no EAB mitigation plan in place.

Staff Liaison Matzke stated that Public Works staff is currently looking into costs associated with removing city-owned ash trees. Commissioner Arnlund stated that there is currently a grant available that could assist with certain costs associated with the removal and replanting of trees. Staff Liaison Matzke is researching the grant, and will provide additional information to the Committee at a later meeting.

Commissioner Kampel stated that there will likely be difficulties in securing contractors to help remove ash trees once the infestation begins to become present in Maple Grove, due to a high volume of work in the area. Council Member Hanson suggested that other communities, such as St. Paul, are currently removing public trees, and perhaps Maple Grove should consider a similar proactive approach.

Chairperson Parenteau asked whether or not the state has been involved in EAB mitigation. Staff Liaison Matzke has not been contacted by the State. Commissioner Kampel reminded the Committee that not all ash trees will be impacted by EAB, and that the City should consider

all options when discussing the removal of trees. Commissioner Kampel suggested that Maple Grove evaluate the City of Plymouth's EAB mitigation plan that is already in place. Commissioner Arnlund stated that the City of Minneapolis has a mitigation plan in place that involves treatment of trees, in addition to removal.

Staff Liaison Matzke stated that Maple Grove staff will continue to discuss mitigation measures, and that he will report more information at upcoming meetings.

New Business

2016 Arbor Day Planning

Commissioner Kampel introduced this item, and explained that it is critical that planning begin for the 2016 Arbor Day event, scheduled to be on Saturday, April 30th from 12-4 pm at the Maple Grove Community Center.

The Commission discussed including the following events in the 2016 Arbor Day event:

- Buckthorn Education/ Dabber Sales
- DNR Invasive Species Display
- Mulch Display
- Home Depot Display (should be landscaping-related)
- Reptile and Discovery Zoo
- U of M Raptor Center
- Tree Raffle Drawing – 2 Serviceberry Trees
- Tree Display
- Barb Boulka – Landscape Artist
- Home Depot-sponsored Bird House Building
- Maple Grove Wood Carvers
- Flower Pots/Seeds from Lynde Greenhouse and Nursery
- Wright/Hennepin Seedling Giveaway
- Public Tree Inventory Display
- EAB and Smokey the Bear Costumes
- Audubon Society
- Tree Medallions
- Passbook Scavenger Hunt
- Paper Tree Making
- Invasive Species DNR Display
- Bee House Making
- Master Gardener/Tree Care Advisor
- Plant a Tree Video
- Tote Bag Giveaway
- Refreshments

Commissioner Reichow suggested adding ash tree identification information at the event. Commissioner Arnlund suggested possibly identifying outdoor ash trees.

Commissioner Kampel suggested that staff look into assembling handouts to distribute, as well as Smokey the Bear and EAB costume availability.

Attendance Policy

Staff Liaison Matzke reminded the Committee about the official City of Maple Grove Board and Commission Members Attendance Requirements. Staff Liaison Matzke stated that the City requires that members have no more than three unexcused absences from meetings in a row, and that members must attend at least 75% yearly meetings.

2016 City Tree Order

Staff Liaison Matzke stated that the 2016 City Tree Order information must be published in the City Newsletter. Trees available for sale in 2015 included:

- Autumn Brilliance Serviceberry
- American Larch
- Hackberry
- Cathedral Elm
- Heritage River Birch
- Sunburst Honeylocust
- Ironwood
- Kentucky Coffeetree
- Quaking Aspen
- Prairie Cascade Willow
- Swamp White Oak
- Heritage Oak
- Accolade Elm
- Autumn Gold Ginko
- Cockspur Hawthorn
- Prairie Fire Crabapple
- Pink Spires Crabapple

Staff Liaison Matzke will try to keep 2016 Tree Order information similar to 2015, and use the Arbor Committee recommended tree list when making any changes.

Area Reports

Commissioner Reichow stated that there are large snow piles covering small trees in the parking lot at the Maple Grove Target store. Commissioner Courtney stated that as long as snow plows do not hit the trees, and that there is not salt present in the snow, the trees should survive.

Adjournment

Commissioner Courtney made a motion to adjourn the meeting at 8:50 pm. The motion was seconded by Commissioner Gamber and passed unanimously on voice vote.

Respectfully submitted,



Joe Hogeboom, Secretary
City of Maple Grove Arbor Committee
January 15, 2016



REQUEST FOR COMMITTEE ACTION

Item Number: 4A

Meeting Date: February 11, 2016

Agenda Heading: Old Business

Agenda Item: EAB Management Plan Update

Recommended Committee Action:

None.

Discussion:

Staff is continuing to work out the details of an EAB Management Plan for Maple Grove. The Minnesota Department of Agriculture has started to provide EAB forums for all City staff members that would like information about EAB. These forums have been very helpful as we continue to work on the EAB Management Plan.

Committee Comments:



REQUEST FOR COMMITTEE ACTION

Item Number: 4B

Meeting Date: February 11, 2016
Agenda Heading: Old Business
Agenda Item: 2016 Arbor Day Planning

Recommended Committee Action:

None.

Discussion:

Below is a summary of the activities proposed for this year's event and their status.

Activities confirmed and/or booked:

- Reptile and Amphibian Zoo (12:00 – 1:00)
- U of MN Raptor Center (3:00 – 4:00)
- Audubon Society
- Smokey the Bear costume – reserved for Arbor Day event
- Master Gardeners/Tree Care Advisors
- Stop the EAB nerf gun game
- Tote bags – Joe Hogeboom said Arbor Lakes has committed to 250 bags
- Dundee Nursery – will need a list of what trees we would like them to provide
- Tree seedling giveaway – Wright Hennepin will drop off the week before event
- Wood Carvers – will let us know how many carvers will take part in effort
- Mulch display

Activities Still in the Process:

- EAB costume – waiting for confirmation
- DNR – no response yet
- Passbook scavenger hunt
- Buckthorn Busters
- Home Depot – can no longer do birdhouses; tool box is an option
- Flower pots with seeds – waiting for Ed Lynde to return from Arizona
- Tree raffle – will be ordered as part of the spring tree sale
- Tree inventory display – continue discussion
- Arbor Committee display – continue discussion
- Refreshments – to be determined
- National Honor Society – will be contacting for assistance with students to wear the Smokey and EAB costumes, and assist with other activities as needed.
- Barb Boulka – will be out of town, and unable to participate this year.

Committee Comments:

REQUEST FOR COMMITTEE ACTION

Item Number: 5



Meeting Date: February 11, 2016
Agenda Heading: Area Reports
Agenda Item: Area Reports

Recommended Committee Action:

None.

Discussion:

The Area Reports section of the agenda provides an opportunity for any Committee member to report any item in the City that needs staff attention. The issue will be forwarded to the appropriate staff member with a response provided at the next meeting.

Committee Comments: