

**MINUTES OF THE SHADE TREE COMMISSION  
OF THE BOROUGH OF SEWICKLEY  
August 16, 2021**

The Shade Tree Commission (STC) convened on August 16th, 2021 via a recorded Zoom Meeting. The meeting was called to order by Chairperson Kathy Brandt at 7:00 p.m.

In attendance were:

**Members**

Kathy Brandt, Chairperson  
Brian Finley, Vice Chairperson  
Andrew Frishkorn, Secretary  
Katie Kirsch, GIS Manager  
Dave Parker, Treasurer (absent)

**Of Council**

Cynthia Mullins - Council Representative

**Arborist**

Andrew Tomaskovic

**Visitors**

Luke Hotchkiss

**I. APPROVAL OF MINUTES**

Brian Finley made a motion to approve the July minutes which was subsequently unanimously approved by the STC members.

**II. STAFFING UPDATES**

Andrew Tomaskovic started this month as the STC arborist. He will perform inspections on Tuesdays. A new Borough Manager (Donna Kaib) is scheduled to begin work next week.

**III. OLD BUSINESS AND TREE ACTIVITY SHEET**

The updated tree activity list is provided as Attachment A. The Tree removal scheduled at 530 Academy has been awarded to Adler Tree Service, Inc. The work is scheduled for August 26 and 27<sup>th</sup>. Duquesne Light has been contacted to schedule the Power outage and the Borough has been informed about the required road closure.

Luke Hotchkiss obtained approval of the plaque inventory for his eagle scout project. He will be starting the work with other volunteers this year.

**IV. NEW BUSINESS**

Three new applications (619 Ohio River Blvd, 151 Walnut, 650 Academy) and six verbal requests (315 Henry, 822 Thorn St, 324 Broad Street, 814 Nevin, 302 Little and 230 Thorn) were submitted for consideration. The STC recommendations are summarized on the Tree Activity Sheet (Attachment A). The arborist report addressed requests from 324 Broad Street, 302 Little, 619 Ohio River Blvd, 315 Henry, and 822 Thorn St and is provided as Attachment B.

**V. CORRESPONDENCE**

None.

**VI. BUDGET**

The current budget status is provided as Attachment C.

**VII. ADMINISTRATIVE**

Some issues discussed to date that need further clarification in the STC ordinance include:

**OLD**

- (1) Clarified language about tree ownership between the sidewalk and curb
- (2) Clarified language about responsibility for tree maintenance in Borough Parks
- (3) Hazard zone definition (distance to right-of-way, power lines and/or to neighboring structures)
- (4) Authority to order removal of dead or dying trees on private property for trees that pose an obvious and imminent danger, as identified by the Borough arborist
- (5) Clear policy related to sidewalk heave related to borough owned tree roots
- (6) How to manage donations for special projects
- (7) Develop standard procedure for Borough and/or Zoning officer communication with STC related to Borough Trees and/or private tree to be removed within the hazard zone identified during building permit applications.
- (8) Develop a policy concerning costs recovery for damages to Borough Trees by vehicles, etc.
- (9) A roll-call vote is required going forward, while voting via Zoom meetings
- (10) Zoom meetings will be recorded and will remain on-line until the recording can be replaced by the approved meeting minutes.
- (11) Add information to the STC website or to the application for residents who desire a tree be planted in an open space near their home.
- (12) Consider review of example ordinances available via Tree Pittsburgh when the ordinance is updated.
- (13) The ordinance (Section 267-9) needs to be considered for modification. The STC would like to consider removing the requirement for multiple advertisements and council approval of in-budget non-emergency tree plantings and removals, because this requirement can have an adverse impact to scheduling STC approved work (adding up to 2 months to the decision process) for expenditures that are less than or equal to the previously approved STC budget. The requirement for written notices to the adjacent property owners would be retained.

**NEW**

None

**VIII. ACTION ITEMS:**

**OLD**

- Determine responsibility for approval of pruning requests in Borough Parks (TBD)
- Plaque Inventory (Luke Hotchkiss – Eagle Scout Project)
- Develop Informational Post Card using advertising budget to request residents avoid use of lawn herbicides around trees. (Brandt/Mullins)
- Mulch party needs arranged for many trees in the Borough to protect them from mowers and herbicides (TBD)
- Review the GIS dashboard that Kirsch sent around (all).
- Check with construction team about the unauthorized removals of Ginkgos (Parker).
- Solicit Bids for identified maintenance work. (TBD)
- Purchase of GPS unit for Borough for tracking trees (and other infrastructure) if funds available in November 2021 (Kirsch)

**NEW**

- Prepare Pruning List and Scope of Work for Bid Solicitation for fall pruning (STC and Arborist)
- Contact Franco for input into pruning list (Brandt)

**IX. ADJOURNMENT:** There being no other business before the STC, on motion from Andrew Frishkorn and unanimously approved, Chairperson Kathy Brandt adjourned the meeting at approximately 8:05 p.m.

**NEXT MEETING:** The next meeting will be held September 20, 2021, at 7:00 p.m. in Council Chambers.

*Respectfully Submitted, Andrew Frishkorn (STC Secretary)*

**Attachment A**  
**Sewickley Shade Tree Commission**  
**Tree Activity Sheet**

**SEWICKLEY SHADE TREE COMMISSION  
TREE ACTIVITY SHEET**

APPLICATION SUMMARY						SHADE TREE COMMISSION ACTIONS				STATUS					REMARKS
TRACKING NUMBER	REQUEST DATE	APPLICANT ADDRESS No.	APPLICANT STREET	APPLICANT NAME	REQUEST TYPE	TREE DESCRIPTION & STC RECOMMENDATION	DECISION	RESPONSIBILITY	LETTER ISSUED? (DATE)	REMOVAL COMPLETE	MAINTENANCE COMPLETE	LANDSCAPING PLAN PROVIDED	REPLANTING COMPLETE	DATE CLOSED	
83	Mar-20	306-310	Henry	Arborist	R	Declining tree #978 - structurally deficient. Replace with black gum.  Recommend full root plate (mound) be ground (w stump grinder) and site be regraded prior to next scheduled planting. Adjacent property owner also requested that site be regraded.	A(1)	B	N/A	Y	N/A	N/A	N		Removal complete 7/17; Replanting not possible due to old roots. Dedicated stump grinding professional might be recommended over "liscensed tree expert". Paul Muders (Lone Star Horticultural Services) pmuders@verizon.net 412-527-3114 is one such contractor.
85	Mar-20	432	Centennial (Locust)	Arborist	O	Tree needs protected from delivery trucks. Tree on Locust Pl.	A	B	N	N/A	N	N/A	N/A		Coordinate with Boro to install protective fencing. Previously Shared fencing concept images with M Marcinko, K Brandt, and STC. 1x6 or 2x4 fencing should be mounted to sidewalk and curb with concrete anchored screws and should have exclusion zone signage.

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87	May-20	634	Beaver	Borough Maint.	M	Callery Pear #245 in front of Hyde Travel needs specialty pruning. natural pruning system: goals - weight reduction/ structural pruning to reduce risk of leader/ limb failure and clearance pruning: reduce or remove branches/leads on building side to achieve 30% reduction of length (~4-8ft reduction; branches 1-4"); reduce/remove branches/leads to provide 8-10ft clearance over lawn and sidewalk (cuts 1-4"); reduce no more than 25% overall crown. remove resulting debris.	A	B	N/A	N/A	N	N/A	N/A		Select contractor to perform work. Recommend completion deadline of OCT 2021. Bartlett has been briefed on specialty pruning specifications
102	Jun-20	302	Beaver	Arborist	R	Application pending for removal of 2 damaged/declining trees	P	O	N/A	N	N/A	N/A	N		No action until application received.
104	Aug-20	310	Bank	Resident via Franco	M	Silver Maple - pruning of Dead Branches (no application)	A	B	N/A	N/A	N	N/A	N/A		Scheduled for Fall 2020

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106	Aug-20	220	Bank	Barton & DeForest	R	Bald Cypress (#858); application for removal (although application references Beech). Same tree requested in 2018 (#24) and 2019 (#54), and previously denied. Resident offers to pay for removal but did not offer to pay for replanting as specified during previous years. The cost for tree replacement is typically \$800 to \$1000. The proposed contractor is not licensed in Sewickley. Additional pruning recommended.	D	O	N	N/A	N	N/A	N/A		Pruning recommended: natural pruning system: goals are to promote central leader and improve structure and provide clearance: reduce codominant leader growing towards house by 40-60% of length: final pruning cut should be less than 8inches; reduce or remove low branches to provide 8ft radial clearance from house, 10-12 ft height clearance to sidewalk and 14-15ft height clearance from road. remove resulting debris.  Obtain contractor: Bartlett has been briefed. Specialty pruning (structural-maintenance). Can be completed year round. Rec this work be combined with ITEM tracking number 124.
110	Sep-20	56	Beaver	Courtney	R (5)	Requested removal of Five Trees. Replacement with four new trees	A(4)	R	at mtng	Y	N/A	N/A	N		Recommend followup with resident regarding replanting
111	Sep-20	402	Pebbles	Arborist	O/R	Ash Tree #190 damaged. Recommended for routine inspection. Possible removal in 2022 and replacement with smaller tree (redbud, hornbeam, serviceberry, etc.)	A	B	N/A	N	N	N/A	N		Monitor. Recommend tree be removed and replaced with smaller format tree (underwires location) ie service berry, redbud, hopnornbeam, hornbeam,etc

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112	Sep-20	205	Bank	Arborist	R(1)	Declining Sugar Maple (#851) recommended for removal. Replace with dogwood or Hornbeam	A(1)	B	N/A	Y	N/A	N/A	N		On removal list. Tall Timber gave price
114	Sep-20		Borough Wide	Arborist	M	Mulch needed around trees to protect from string trimmers	A	B	N/A	N/A	N	N/A	N/A		Recommend tree tender volunteer force be developed and deployed for regular tree tending events.
118	Oct-20	623	Cochran	D'Antonio	R	Callery Pear #1324 -dropping debris and sticky fruit	A	B	N	N	N/A	N/A	N/A		Not a priority. Other Callery pears in parking areas greater priority like 500 and 600 blocks of Centennial. STC did not accept arborist proposal of removal of all trees in 500 and 600 blocks: desired phased removals be completed over 3-4 years. Tall timbers submitted estimate for removal of all trees on the two blocks.



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120	Oct-20	600	Chestnut	Krey	R	Pruning of Honeylocust Natural pruning system: goals-building, sidewalk, and street clearance: building clearance-remove one large ~8inch dia branch/lead that is growing towards building; street clearance--reduce/remove branches as necessary to create 14-15ft height clearance over road.	A	B	N	N/A	N	N/A	N/A		obtain contractor: clearance pruning: can be performed any time of year. Combine with clearance pruning of all other honey locusts on block (clearance to building, sidewalk, and street: reduce remove branches as necessary to obtain 4ft ground to sky clearance from building, 10-12 ft height cleartance over sidewalk and 14-15ft height clearance over road: all cuts shall be less than 3"dia).
121	Oct-20	884	Thorn	Minn	R	Pruning of Norway Maple #814. Specialty pruning: natural pruning system: goals-establish new central leader and provide clearance to service drop: reduce/remove current leader of tree to provide for 18-24inches radial clearance from service line: final cut 2-3inch dia; select/preserve branch/lead to SW to establish as new leader; prune remaining branches as necessary to provide 18-24 inch radial clearance to service drop: all cuts less than 2inch dia; remove resulting debris.	A	B	N	N/A	N	N/A	N/A		Obtain contractor: specialty pruning (maintenance). Can be performed year round, tough summer fall or winter best. Bartlett has been briefed.

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123	Nov-20	720	Maple	Eakes	M	Structural and Clearance Pruning of #1528 and 1599. Goals--Prune Dogwood and Cherry to promote central leaders and provide clearance over road and sidewalk: natural pruning system: reduce/remove branches/leaders to promote central leader and provide 7-10 ft clearance over sidewalk and 10-12 ft over road: 1-3.5inch dia cuts: remove no more than 20% potential foliage: note--cherry leader over road is too big to remove entirely-- it must be reduced; remove resulting debris.	A	B	N	N/A	N	N/A	N/A		Obtain contractor: specialty pruning (maintenance). Can be performed year round, tough summer fall or winter best. Bartlett has been briefed.

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124	Nov-20	264	Bank		M	Maintenance Pruning for Bald Cypress. Branches near power drop causing problems and away from houses. Also root knees need removed by resident. Pruning Goals-- clearance to houses, service lines, sidewalk, and street: natural pruning system: reduce or remove branches as necessary to provide 8 ft radial clearance from houses, 3-4ft radial clearance to service lines, 10-12 ft height clearance above sidewalk and yard, 14-15 ft clearance above street: remove resulting debris.	A	B	N	N/A	N	N/A	N/A		Obtain contractor: clearance pruning (maintenance). Bartlett has been briefed. Recommend be combined with other bank st bald cypress specialty pruning ITEM tracking number 106.
129	Jan-21	847	Thorn	Kubinski	R	Zelkova with structure problems and lifting sidewalk	A (1)	B	Y	Y	N/A	N/A	N		Stump removed. Replant with Redbud, Serviceberry or Hawthorn in 2022
137	Mar-21	646 and 662	Maple Lane	Arborist	M	Large Sycamores with dead branches need pruned. Goal-- Safety pruning: natural pruning system: remove all dead, broken, and hanging branches 2inches and greater throught the crown. Remove resulting debris.	A	B	N/A	N/A	N	N/A	N/A		Obtain contractor. Work can be completed year round though best in winter for visibility and avoidance of hazardous leaf hairs
138	Mar-21	105	Beaver	Arborist	R	Tree Damaged by car accident	A(1)	B	N/A	N	N/A	N/A	N		Removal recommended. Obtain contractor.

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141	Mar-21	530	Academy	Simmons	O	Sidewalk repair requested. Repair denied. Arborist recommends tree removal due to rotting base. <b>Borough must obtain tree removal contractor and coordinate scheduled power outage with duquesne light and permit road closure for work.</b>	D	B	N	N	N/A	N/A	N		Arborist communicated with Resident re sidewalk. Borough <b>MUST</b> obtain contractor for this removal. Tall timbers has been briefed. Grahams Tree Service has also been notified. Justin Evans is lead from Duquesne Light. Scheduled power outage must occur for tree to be removed. Borough must post no parking signs and permit street closure fore removal. Borough, Duquesne Light, Tree Removal Contractor must coordinate.
142	Mar-21	506	Grove	Sarson	R	Does not like Cyprus infront of yard or Carolina silver bell (#1086)	D	B	N	N	N/A	N/A	TBD		May consider transplant in fall followed by replanting. Inspect other tree periodically
143	Apr-21	305	Thorn	Luff	M	Requested pruning of trees near service line.	P	TBD	N	N/A	N	N/A	N/A		Attended meeting. No application submitted

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144	May-21	822	Thorn	Beddard/Heimann	R	Removal requested to accommodate car port. Approved pending approval of building plans by the Zoning Commission.  Second request in August 2021. Resident wants Borough to pay for removal due to wavy brickwork. STC rejects removal request related to sidewalk issues.	A (1) 5/21 R 8/21	O	Y (5/21) N (8/21)	N	N/A	N/A	N		Removal at Owners expense. Owner pledges to pay for new tree to be planted elsewhere.  Sidewalk repairs are responsibility of the property owner.
146	Jun-21	240	Linden	Slulborski	M	Request for pruning due to low branches.	A	B	N	N/A	N	N/A	N/A		Prune branches ≤3" to provide 10 feet clearance over sidewalk and 12 to 14' over road. Franco to inspect.
147	Jul-21	302	Little	Scott	M	Concern about declining London Planetrees bordering property. Dead branches dropping creating safety risk. Removal of dead limbs requested.	A	B	N	TBD	N	N/A	TBD		Total removal may be appropriate for one or more trees in future due to disease (possibly anthroanose). Monitor condition in 2022. Chance of improvement 50/50.
149	Jul-21	611	Broad	Parker	O	Planting area newly paved with bricks. "Randy" Sent letter. Contents of letter unknown.	TBD	O	Y	N	N	N/A	N/A		Discuss with zoning to see if action was permitted by Borough
150	Jul-21	312	Hill	Parker	O	Trees planted in sidewalk area. Removal Required. Letter sent by "Randy".	A	O	Y	N	N/A	N/A	N/A		Discuss with zoning to see if action was permitted by Borough

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151	Aug-21	324	Broad	Fetterolf	M	No application. Wants to remove large branch to facilitate delivery trucks during construction. Roots likely damaged. Gravel needs removed and dirt loosened upon conclusion of construction.	D	N/A	V	N/A	N	N/A	N/A		Contact Fetterolf in January or February about commitment to address root injury.
152	Jul-21	151	Walnut	Kirkpatrick	R	Declining Sugar Maple, removal. Need to verify who owns property.	A	TBD	N	N	N/A	N/A	N/A	Aug-21	Resident indicates tree on Borough/PennDOT property. There is an easement to allow parking on the property.
153	Aug-21	315	Henry	Alexander	O	Pin Oak (#997) - Sidewalk Heave	N/A	O	N	N/A	N	N/A	N/A	Aug-21	Sidewalk is owner's responsibility
154	Aug-21	650	Academy	Sherry	M	Tree #1038 removal of dead branches	A	B	N	N/A	N	N/A	N/A		Add to fall pruning list
155	Aug-21	814	Nevin	Snee	M	Yellowwood with branches hitting house.	A	B	N	N/A	N	N/A	N/A		Add to fall pruning list
156	Aug-21	619	Ohio River Blvd	O'Neill	R	Declining Sugar Maple	A	O	N	N	N/A	N/A	N/A		Needs to identify Licensed Tree Expert
157	Aug-21	230	Thorn	Hartley	C	Dead memorial Tree needs replaced	A	B	N	N	N/A	N/A	N		Remove dead tree and replace in spring

**Abbreviation key**

**Request:** R = Removal; M = Maintenance; C = Commemorative; O = Other **Letter Issued:** Y = yes; N = No; N/A = not applicable; V = verbal or e-mail communication

**Decision:** A = Approved; A (LP) = Approved (Lanscaping Plan Requested); AR = Removal Approved/Replanting Required (number of trees);

A(NR) - Removal Approved but not recommended; D - Disapproved; P = Decision Pending; NJ - Not within STC jurisdiction

**Responsibility:** O = Owner/Applicant; B= Borough **Status:** Y = Yes; N = No; V = Verify; TBD = To be Determined; W = Initial Requirement Waived; P = Response from Owner Pending

  = Action Required

  = New item

**Attachment B**  
**Borough of Sewickley Tree Commission**  
**Arborist's Report**

## **Tree Notes: July 30, 2021**

### **324 Broad St**

- Tree in question is #705, a 12.5" DBH elm
- Scott Fetterolf wants to prune to remove a 5" dia. limb that is in the way of the tri-axle delivery trucks he plans on having deliver building materials
- Scott was informed that it is the wrong time of year to prune elms; pruning should be done during dormant season to reduce the risk of Dutch Elm Disease transmission
- Scott seemed amenable to helping to preserve the tree
- Critical root zone of tree was filled with gravel and compacted by delivery trucks driving on it

### **302 Little St**

- Trees in question are #1230, #1231, #1232, and #1233; london planetrees between 30" and 42" DBH
- All the trees have small, stunted leaves, appear to have varying degrees of symptoms of anthracnose
- All the trees have damage to the roots along the curb side of the tree. This is somewhat typical and to be expected
- Tree of greatest concern is #1233; this tree is completely defoliated and has at least one dead limb around 6" in diameter that grows toward the front of the house. This limb should be removed to prevent damage to the structure. This tree should be monitored in the spring to make sure it "leafs out", if not it would become a candidate for removal
- Also: #1231 has a stem lesion about 10' up on main trunk, with dead cambium on about 15% of the trunk circumference. #1230 has an unknown extent of decay on the main stem from an old pruning cut about 15' up the trunk. These do not drastically increase the likelihood of failure

## **619 Ohio River Blvd**

- Tree in question is a large sugar maple in the back yard
- The tree doesn't appear to be dying, as indicated on the application, but there is a large section of decay on the main stem between 15' and 25' up
- Given that the tree leans over the house, and there appears to be significant decay on the main trunk (visible from Ohio River Blvd), it's not unreasonable for the homeowner to be concerned about safety
- Application should be approved

## **315 Henry St**

- Tree in question is #997, 31" DBH pin oak, no visible defects
- The concern of the citizen (Bob Alexander) is that the tree is lifting the sidewalk and creating a tripping hazard
- One sidewalk panel is indeed lifting, with the height at the highest edge around 3 ¾"
- This seems to be a job for a concrete expert. It seems like there should be a way to make the sidewalk safe with minimal impact on the tree. This could involve any combination of the following:
  - Shaving the concrete on that corner down to within ½ of its previous thickness
  - Installing a concrete ramp to bring the slope to an acceptable level
- When we spoke, Bob even indicated that he may be open curving the sidewalk into his yard, to provide sidewalk clearance to the root collar of the tree

## **822 Thorn St**

- Tree in question is #? (unable to locate tag), 22" DBH sugar maple
- Brick sidewalk is indeed somewhat wavy, very likely that tree roots are underneath
- It appears that roots on the right side of tree, inside tree lawn, within Critical Root Zone, were severed and backfilled with gravel, perhaps to install or maintain the gas line to the home? This would negatively affect the structural stability of the tree
- Tree appears to be mostly healthy, no visible decay, would classify this tree as "low risk"



-Citizen (Kristen Beddard) had her previous application for removal of the tree approved, and has since asked the borough to pay for removal of the tree; however, there doesn't seem to be any reason for the borough to remove the tree

-Andrew Tomaskovic, ISA Certified Arborist #PD-2452A

**ATTACHMENT C**

**Revenue/Appropriation Analysis Report  
Borough of Sewickley  
For 7/31/2021**

Run: 8/13/2021 at 7:08 PM

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General Fund	Prior Year Budget	Prior Year Actual	Estimated Budget (Adopted)	Y-T-D Actual	M-T-D Actual	Budget Remaining
<b>Revenue Analysis</b>						
Total Revenue Analysis	0.00	0.00	0.00	0.00	0.00	0.00
<b>Appropriation Analysis</b>						
01 455 211 Materials & Supplies	0.00	0.00	0.00	106.00	0.00	(106.00)
01 455 460 Tree Trim/Removal	45,000.00	32,920.00	46,000.00	16,495.00	0.00	29,505.00
01 455 451 Tree Maintenance	18,000.00	4,542.50	5,000.00	1,840.00	0.00	3,160.00
01 455 452 Tree Maint-Mun&Parks	5,000.00	3,080.00	5,000.00	4,500.00	0.00	500.00
01 455 455 Plantings	11,000.00	8,711.72	24,000.00	20,434.00	11,499.00	3,566.00
01 455 457 Arborist Services	6,000.00	0.00	6,000.00	5,600.00	0.00	400.00
01 455 458 Advertising & Mailings	600.00	182.00	600.00	890.80	588.40	(290.80)
Total Appropriation Analysis	85,600.00	49,436.22	86,600.00	49,865.80	12,098.40	36,734.20

**Revenue/Appropriation Analysis Report  
Borough of Sewickley  
For 7/31/2021**

Run: 8/13/2021 at 7:08 PM

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General Fund	Prior Year Budget	Prior Year Actual	Estimated Budget (Adopted)	Y-T-D Actual	M-T-D Actual	Budget Remaining
<b>Revenue Analysis</b>						
01 321 620 Tree Expert License	200.00	275.00	300.00	350.00	0.00	50.00
Total Revenue Analysis	200.00	275.00	300.00	350.00	0.00	50.00
<b>Appropriation Analysis</b>						
Total Appropriation Analysis	0.00	0.00	0.00	0.00	0.00	0.00

**Revenue/Appropriation Analysis Report  
Borough of Sewickley  
For 7/31/2021**

Run: 8/13/2021 at 7:08 PM

Page:

General Fund	Prior Year Budget	Prior Year Actual	Estimated Budget (Adopted)	Y-T-D Actual	M-T-D Actual	Budget Remaining
<b>Revenue Analysis</b>						
01 367 500 Tree Plaques & Donations	2,500.00	1,535.00	2,000.00	1,657.00	1,657.00	(343.00)
Total Revenue Analysis	2,500.00	1,535.00	2,000.00	1,657.00	1,657.00	(343.00)
<b>Appropriation Analysis</b>						
Total Appropriation Analysis	0.00	0.00	0.00	0.00	0.00	0.00