



## OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Tree Commission of the City of Stoughton, Wisconsin will hold regular or special meeting as indicated on the date, time and location given below.

Meeting of the:  
Date /Time:  
Location:

**TREE COMMISSION OF THE CITY OF STOUGHTON**  
**Thursday, October 14<sup>th</sup>, 2021 @ 5:00 p.m.**

**This meeting will be Held Virtual**

**Please join the meeting from your computer, laptop or smartphone.**

<https://meet.google.com/wqj-uqkx-dcd>

Members:

Kevin Short, Dean Tangeman, Mike Point, Jim Fitzgibbon, Kathy Engelberger, Alder Fred Hundt, Aaron Mazzone, City Forester John Kempainen, Director Brett Hebert, and Mayor Tim Swadley

Item #	CALL TO ORDER
1	Communications
2	Approve June 10 <sup>th</sup> , 2021 Meeting Minutes
3	Forestry Report – September 2021

  

Item #	OLD BUSINESS
4	Discussion on 2021 DNR Grant – Timeline, Forms and report on hours.

  

Item #	NEW BUSINESS
5	Tree Commission Attendance & Activity
6	Elect Chair
7	Elect Co-chair
8	Future Agenda Items

  

ADJOURNMENT
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cc:

Mayor Tim Swadley, Council Members, Leadership Teams, City Clerk – Candee Christen, Sarah Monette, Matthew Dregne, City Attorney, Sean Grady, Judi Krebs, [stoughtonreporter@wcinet.com](mailto:stoughtonreporter@wcinet.com) [stoughtoneditor@wcinet.com](mailto:stoughtoneditor@wcinet.com)  
WI State Journal / Capital Times

**NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE CITY COUNCIL**

**Tree Commission Meeting Minutes**  
**Thursday June 10, 2021 @ 5:00 PM**  
**Virtual Meeting - Stoughton, WI**

**Members Present:** Mike Point, Fred Hundt, Jim Fitzgibbon, Dean Tangeman & Kathy Engelberger

**Absent & Excused:** Kevin Short

**Staff:** City Forester John Kemppainen and Admin Asst. Jen Wagner

**Guest:**

**Call to order:** Tangeman called to order @ 5:03 PM

**1) Communications:**

*Kemppainen* stated he has been working on sidewalk repairs with Kevin & the DNR this week due to root issues. New sidewalks should be in next week  
*Kemppainen* stated a new member for the commission should be approved for next month by Council.

**2) Approval of minutes from May 13<sup>th</sup>, 2021 Meeting: Motion by Point, seconded by Hundt to approve the minutes. Carried 4-0.**

**3) May Forestry Reports: *Kemppainen* stated:**

- Spring tree planting was completed. 69 new trees were planted, along with several replacement trees under warranty
- I worked with Brain Wahl from the WIDNR regarding a tree root/sidewalk study that we are partnering on in Stoughton
- The Forestry Intern began work in May. Tyler Drost is a student at UWSP going into his sophomore year this fall. He has already proven to be a hard worker
- The trees for the DNR UF Grant continue to do well in the gravel bed nursery. They are now being watered twice daily due to the heat and dry conditions we are experiencing
- The Lead Service Replacement Project being completed by SU is now ongoing and is beginning to require multiple site visits per week to discuss tree issues.

**4) OLD BUSINESS: Discussion on 2021 DNR Grant – Timeline, forms and report on hours:**

- *Kemppainen* stated all trees planted are still alive and asked for suggestions on how to further more get the word out about the free trees available to residents
- *Engelberger* suggested putting a message on the digital solar traffic sign that is in front of the Fire Department
- *Hundt* will mention something at the next Council meeting
- *Engelberger* offered to write a letter to the editor to encourage residents to water their trees as well as more information about the trees available
- *Kemppainen* will be keeping track of everyone's hours for the Grant now that *Bergeson* is no longer on the Commission

**5) NEW BUSINESS: List for Legacy Tree Program:**

- *Tangeman* stated this list is still a work in progress and hopes to be able to update as time goes on

#### **6) Review Tree Applications:**

- *Kempainen* stated he has received 6 applications so far. The majority of them have stated they would like new trees due to losing trees in the past
- Any leftover/unused trees need to be planted on private property within the City limits; will address where when the time comes

#### **7) Future Agenda Items:**

- Elect Chair and co-chair

**Motion by Hundt seconded by Tangeman to adjourn the meeting at 5:35 p.m. Respectfully submitted 6/11/21, Jen Wagner - Staff**

DRAFT



CITY OF STOUGHTON  
**PUBLIC WORKS DEPARTMENT**  
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BRETT HEBERT  
*Director of Public Works*  
BHebert@ci.stoughton.wi.us

To: Brett Hebert

From: John Kemppainen

Date: 10/12/2021

Re: September Forestry Activities Report

- The trees for the DNR Urban Forestry Grant were distributed to residents for planting in September. 38 of the 40 trees survived their time in the gravel bed. Most of the trees were distributed on a single Saturday morning, but several required special pickup times for residents that needed to be scheduled into work days.
- Tree inventory updates continued in September. The area being updated this summer is south of US-51 and east of Page St. This area will be trimmed this coming winter.
- I visited Arthur Weiler Nursery to select trees for the fall tree planting program this year. 89 trees were purchased for planting throughout the city, the majority of which are being planted in front of new homes and businesses. Significant time was spent on marking locations for the fall planting season.
- The Lead Service Replacement Project being completed by SU is ongoing and continues to require multiple site visits per week to discuss tree issues.
- We were able to setup a demo visit for a new brush chipper in September. Everyone agreed that the Morbark unit that we used would be a good replacement for the existing Morbark chipper that we have currently.
- Several residents were notified of code violations for dead/dying/dangerous trees in September. Furthermore, going forward the Public Works Department will be responsible for notifying residents of these code violations instead of the Planning Department. This will mean more time spent by the Forestry Division on these matters in the future.

Respectfully Submitted,

John Kemppainen, C.A.  
City Forester