

**Environmental Commission Meeting
November 2, 2016**

The meeting was called to order at 6:10pm by Chairperson Dave Colteryahn

In Attendance:

Dave Colteryahn, Chair
Dave Sheehan
Dean Bruewer
Rita Rings
Bob Schappacher, Parks and Recreation Representative

Absent:

Veronica Craig
Donna Faulk
Gwen Ritchie
Joe Stoeber

Approval of Minutes:

The minutes for the October meeting were not approved due to not having a quorum.

Standing Business:

- **Correspondence/Articles:**

Ms. Rings shared that November 15, 2016 is American Recycle Day. The board will post an article on Facebook to remind the residents on EC recycling and the locations in Butler County to dispose of such items.

- **Hours Spent on EC Activities:**

Mr. Colteryahn – 3
Ms. Rings – 1
Ms. Ritchie – 1
Mr. Sheehan – 7

- **Adopt-A-Roadway:**

Ms. Rings was responsible for September and October. Mr. Sheehan and Mr. Stoeber will be responsible for November and December.

Parks Board Report:

- Mr. Dan Bruewer reported that the parks board had a joint meeting with the city council on October 11, 2016 at a City Managers briefing. The consultants that were working on the master plan for Harbin Park were in attendance and gave a presentation on their findings. A short parks board meeting took place after that meeting to discuss what will be the next step in the process of completing the master plan.

Parks Department Report:

- Mr. Schappacher presented the email that **Wendi** from ODNR sent out requesting a picture of a significant tree in the City of Fairfield. The picture selected will be presented at the Tree City Awards Ceremony on April 21, 2017. It was decided that Mr. Schappacher would look through old folders of the big tree program and see what he could find.
- Mr. Schappacher announced that the COCO disk were purchased and were put in the pots at the tree nursery at Huffman Park.
- Mr. Schappacher announced that soil moist was purchased after last month's discussion. The soil was used for the Izaak Walton tree planting and also for all of the trees that were planted at Creekside Park.
- Miscellaneous:
 - Mr. Schappacher had printed off the list of all of the board members and the years that their terms would expire. Mr. Colteryahn wanted to look at all of the open positions and review when they were going to expire.
 - It was also discussed that the December Board Meeting would go on as planned.

Commissioner Reports:

- Mr. Colteryahn discussed with the board the process of the filling of the open Vice Chair position. After a short discussion among the members it was decided that Gwen Ritchie would assume the role of the Vice Chair position. Ms. Rings will temporarily accept the role of the secretary position.
- There were no nominations submitted for the 2016 Friends of Fairfield Forest Award.
- Mr. Sheehan will place a few items on the Google Docs page as a way for us to track what programs and items that we have done throughout the year. Ms. Rings will forward Mr. Sheehan the pictures of the pruning program from last month.

Other Business:

- Mr. Colteryahn mentioned that the stakes that are attached to the trees at Creekside need to be removed early next year. He also stated that he did a lot of pruning on the trees at Creekside and will finish the other trees at a later date.
- Mr. Bruewer asked if the trees that had died along Muskopf would they be replaced. Mr. Schappacher said that Public Works Department is responsible for those trees and believes that they were not going to be replaced at this time.
- Mr. Sheehan discussed the River Clean Up event that he attended on October 22, 2016. He stated that there were 35 people who signed up to help clean up the river.

Calendar/Programs:

- Parks Board Meeting – November 15, 2016 at 6:00 pm @ CAC
- EC Meeting – December 7, 2016 at 6:00 pm @ CAC
- Brush Chipping – November 12, 2016 @ Groh Lane 8:00 am – Noon
- 2017 Tree City Luncheon – April 21, 2017 in Lebanon, OH

Adjournment:

- The meeting adjourned at 7:04pm