

**TREE COMMITTEE MEETING MINUTES  
CITY OF PIQUA, OHIO  
THURSDAY, November 5, 2015 – 3:00 P.M.  
ADMINISTRATIVE CONFERENCE ROOM**

MEMBERS PRESENT: Diane Hart, Judy Terry, Regina Favorite and Jim Vetter

MEMBERS ABSENT:

SPECIAL GUEST: Mary Brown

STAFF PRESENT: Bob Graeser

**MEETING MINUTES**

Judy Terry moved to approve the September 3, 2015 meeting minutes, and Regina Favorite seconded the motion.

**FEMA 325-DEBRIS MANAGEMENT**

Bob stated that he attended a meeting with other Urban Foresters in the region. A highly discussed topic was debris management in the event of a national disaster. The speakers emphasized the need to have an appropriate disaster debris plan ready for activation.

Eric Davis of Tree Care Inc. discussed the idea of establishing a contract for services with an outside vendor in the case that in-house staff would not be enough to clear debris. In activating the service contract, FEMA will view the activation as a credible relief effort.

The City of Bowling Green explained that thru their activation of their contract, they were able to get assistance from FEMA. Other surrounding communities with similar damages and conditions were not, as they did not have a contract set in place or activated.

The discussion also focused on having every City become familiar with FEMA 325. FEMA provides templates as guidelines to help build the framework for the contract. The contract is put out to bid, however the contract is performance based (most qualified to meet the terms of the contract), not awarded to the lowest bidder. The contractors that would bid on the contract would have to be nationally vetted in order to comply with guidelines.

Eric Davis gave the following example:

A large disaster relief effort could have as much as one million yards of debris to be cleared and managed. The cost could be as high as thirty dollars per yard, bringing the cost to thirty million dollars. FEMA assistance would tremendously lower the burden that the City would have to incur thru the cost. Bob stated that he will be working to draft a new contract that aligns with FEMA regulations to make sure the City has a contract in place in the event of an emergency of this size.

**OTHER BUSINESS**

Judy Terry mentioned that there is a tree on the corner of Lincoln Street and Camp Street that is obstructing the stop sign on the south west corner. The Engineering Department will be sending a letter to the homeowner informing them of the issue and recommended steps to correct.

Bob mentioned that he wasn't able to form a group to removal the Tree of Heaven in Goodrich Giles Park this fall. Last year Jim Vetter joined Bob in effectively treating the trees along the park area.

**ADJOURN**

Motion was made to adjourn the meeting by Judy Terry, and seconded by Jim Vetter.

Minutes prepared by Bob Graeser, Staff Secretary.