



**CITY OF DELAFIELD  
MEETING MINUTES  
TREE BOARD**

*Chair: Dan Cahalane*

*Members: Leslie Donovan, Sherrie Flemming, Ald. Mark Schaefer, Gloria Trinastic, Tim Turnock*

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**October 23, 2023**

**5:30 PM**

City Hall, Council Chambers  
500 Genesee St.

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**Minutes  
DRAFT**

**1. Call to Order**

The meeting was called to order at 5:30 p.m.

**2. Pledge of Allegiance**

**3. Roll Call**

**Members Present:** Leslie Donovan  
Sherrie Flemming  
Mark Schaefer, Ald., D2  
Tim Turnock

**Members Absent:** Dan Cahalane  
Gloria Trinastic

**Also Present:** Sean Heinzl, City Forester  
Sally DuPont, Recording Secretary

**4. Minutes**

Discussion and possible action on the following minutes:

**A. Approval of Minutes from the July 24, 2023 Regular Meeting**

*Motion by Mark Schaefer, seconded by Sherrie Flemming, to approve the minutes from the July 24, 2023 regular meeting.*

*All in favor. Motion carried.*

**5. Citizen Comments**

Hearing no one who wished to speak, citizen comments were closed at 5:32 p.m.

**6. Unfinished Business**

Discussion and possible action on the following items:

**A. Oakwood Park Tree Planting Plan**

Schaefer said Heinzl put together a plan for tree planting in Oakwood Park. Schaefer said they would use about \$20,000 from the Tree Fund and put in an additional \$20,000 request in to the city budget which would purchase 60-80 trees and a staggered line of trees would be used.

Turnock said the border of trees along Oakwood Road would help separate the park from the traffic.

**B. Disc Golf Course Memorial Bench**

Schaefer reported the slab has been poured and the bench is due to arrive in November.

**C. Disc Golf Course Memorial Tree Request**

The family requested trees be planted in the memorial bench area and perhaps they will be donating the trees. Heinzl said they have looked at spots for the trees. Heinzl said it would be fine if the family wanted to plant the trees provided they get approval for species and location.

**7. New Business**

Discussion and possible action on the following items:

**A. Tree Board Vacancy**

There is a vacancy on the Tree Board. Schaefer said typically the Mayor nominates someone and then it goes to Common Council for approval.

**B. Tree Board Budget Review**

Schaefer said the only change was the additional \$20,000 for the Oakwood Park tree planting.

**C. Discuss Tree City USA and Bird City Wisconsin**

Schaefer said the city continues to meet the requirements for Tree City USA and said he has not looked into Bird City Wisconsin other than reading the requirements. Schaefer asked the board to look at the requirements to see if it is worth it for the city and said there will be no action for now.

**D. Special Election for Vice Chair of the Tree Board**

Turnock and Schaefer suggested Sherri Flemming as the Vice Chair of the Tree Board.

*Motion by Tim Turnock, seconded by Leslie Donovan, to approve Sherri Flemming as the Vice Chair of the Tree Board.*

*All in favor. Motion carried.*

**8. Requests for Future Agenda Items**

*Note: No discussion on requested items*

**9. Correspondence**

**10. Adjournment**

Having no further business, the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Sally DuPont  
Recording Secretary