

**Palmer Township, Northampton County**

**Shade Tree Commission Meeting Minutes**

**August 7<sup>th</sup>, 2025, 6:30PM, Lower-Level Municipal Meeting Room, 3 Weller Place**

**1. Roll Call**

- a. Present: Shannon Wisniewski, David Demopoulos, Pat Romano, Sandi Bush, Jamie Paetzell, Lee Hilbert, and Zach Trexler.
- b. Absent: None
- c. The meeting was called to order at 6:34PM.

**2. Approval of Meeting Minutes from June 4<sup>th</sup>, 2025**

- a. Wisniewski made a motion to approve the minutes with two corrections, and Romano seconded. The motion passed by unanimous voice vote with one abstention by Bush.

**3. Old Business**

**a. Newsletters/Community Outreach**

**i. Q4: Street Planting (due mid-September)**

- 1. Wisniewski asked if instead of the street tree planting article we put it the benefits of trees poster and the Commission agreed.

**ii. Q1: 2026 (due mid-December)**

- 1. Wisniewski stated that for this article we can include both the street tree plantings and the bare root plantings with pictures and the Commission agreed.

**b. Grants**

**i. Tree Pennsylvania Bare Root Spring 2025**

- 1. Wisniewski stated that we could use the bare root trees as a supplement to the street tree planting program, but that it would be challenging to Public Works since they would be planting all over the Township rather than in one central location. She said we could always decrease our request from 20 to 10, which could help Public Works in the planting phase. She said that she requested to be put on the August Rec Committee agenda to discuss potential park tree plantings. She said she wants to discuss the parking lot trees at Keystone Park and also the possibility to plant at Schaeffer Park. Romano stated that he would like to keep the tree request at 20 instead of reducing it to 10, and Wisniewski said that it could be possible if we find a location where we could plant a larger amount of the trees together. Bush asked where the Rec Meeting is because she would like to attend.

**ii. Tree Pennsylvania Bare Root Fall 2026**

1. Wisniewski stated she submitted the Fall Bare Root application. She noted that three of the species being planted are the same as what was planted in the past and the rest are entirely new. Bush asked if we ever received an answer from the last round of trees planted on Nulton and Wisniewski stated that the replacement trees will be handled through an entirely new application. Wisniewski stated that if the Grant Committee approves the request, we would be receiving all 40 trees this November.

**c. Street Tree Program**

- i. Trexler stated that we are ready to go with the next steps. He said it will soon be sent off to Township staff to get put on PennBid and advertised for 2 weeks. He said we are 2 weeks ahead of schedule at this time. Wisniewski asked what Board of Supervisors meeting is being targeted for the award of the contract and Trexler said he is looking at the second meeting in September, which is the 15<sup>th</sup>. Trexler asked Wisniewski to look over the project manual and to make suggestions for alterations. Discussion was held regarding who would be responsible for watering the trees and Wisniewski stated that part of the agreement with the residents is that they are responsible for maintaining the trees after they are planted. Wisniewski stated that if the cost to have the contractor water the trees is too high then we should put responsibility on the residents. Wisniewski asked how many properties and trees part of this program are and Trexler stated it is 49 trees across 34 properties. He said there is one tree to play with, and Wisniewski suggested the possibility of replacing a median tree that has died since being planted. Wisniewski asked Demopoulos to input these trees into the GIS map. He agreed and said that overall, his mapping project is moving along nicely. He said he is hoping to get a fair amount done in the next couple of months. Wisniewski asked if the November meeting would be a good time to give another update to the Commission and he said it should be done by then. She said that she would really like for the entire Township to be mapped for the February 2026 meeting, with the January meeting being even better if possible.
- ii. Trexler stated that we applied for but did not receive the Healing the Planet Grant that was intended to help pay for these trees. Bush asked how much the grant was for and Trexler said \$4,000.00. Wisniewski suggested adding this to the calendar so we can apply again next year.

**4. New Business**

**a. Website Resources**

- i. Wisniewski stated that there is an opportunity to clean up the website resources we have published on the Township page. The Commission

discussed what the page should look like moving forward and what can be removed entirely.

**b. Palmer Days Resources**

- i. Wisniewski suggested that instead of putting out handouts and flyers for Palmer Days we should just have the benefits of trees poster out and the Commission agreed.

**c. Plan Review – Chrin SE Quad Lot 2 (Main Street – Retail and Restaurant)**

- i. The Commission stated that the tree species selection is excellent. They recommended the tree be alternated with each other so that 10 of the same species are not planted in a row. They also stated that the landscape plan is wonderful. Lastly, the Commission recommended that the wire and burlap be completely removed to prevent root girdling and to promote healthy growth.

**d. Plan Review – Werner Expansion (2215 Newlins Mill Road – Trucking Terminal)**

- i. The Commission thanked the applicant for removing the Ash trees. They recommended not planting 340 white pine trees as they are prone to illness. They recommend choosing a mix of semi green and evergreen trees with 6-8 varieties that are alternated while planting. The Commission requested that the symbols on the landscape plan be made unique by species. The Commission also recommended removing the wire and burlap completely to prevent girdling and to promote healthy growth.

**e. Plan Review – Palmer Manor (537 Milford Street – Personal Care Facility)**

- i. The Commission recommended utilizing a third species to go along with the Little Leaf Linden and to alternate the species when planting along Milford Street. The Commission thanked the applicant for removing the wire basket and burlap.

**f. Plan Review – Rutter's (1280 Main Street – Convenience Store)**

- i. The Commission agreed with the inclusion of the Ginkgo trees instead of the Redbud & Dogwood in the planting strips. They stated that the Basin plantings look great. The Commission recommended that the burlap be completely removed to prevent girdling and to promote healthy growth.

**5. Reports**

**a. Board of Supervisors**

- i. None at this time.

**6. Public Comment**

- a. None at this time.

**7. For the Good of the Order**

- a. Trexler stated that Melhem submitted his resignation to the Township, so the Commission is now looking for a fifth member to fill his spot.

- b. Wisniewski congratulated Demopoulos on his one year anniversary of being a member of the Commission.

**8. Next meeting: September 4<sup>th</sup>, 2025**

**9. Adjournment**

  - a. Romano made a motion to adjourn the meeting and Demopoulos seconded. The motion passed unanimously by voice vote and the meeting was adjourned at 8:16PM.