

MOSCOW TREE COMMISSION



Ellis Eifert
Commission Chair

Regular Meeting
~Minutes~

David Schott
Staff Liaison

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<https://www.ci.moscow.id.us/557/Tree-Commission>

Tuesday
July 1, 2025

5:00 PM

Mayors Conference Room
206 E 3rd Street

The meeting was called to order at 5:00 PM.

PRESENT: Mary Jo Hamilton; Ellis Eifert; David Rauk; Jeanne Leffingwell; Ben Coe
STAFF: David Schott;

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Approval of Moscow Tree Commission June 3, 2025 Minutes (ACTION ITEM) – Ellis Eifert

Presentation of minutes for approval.

PROPOSED ACTIONS: Approve minutes as presented; approve minutes with amendments; or provide staff further direction.

Mary Joe moved to approve the minutes as presented. Jean seconded.

Roll call vote: Ayes: Unanimous. Abstain: Jeanne. Motion carried.

2. Public Comment and Response to Previous Comments (limited to 10 minutes).

None

3. Consideration of a Tree Commission Member for the Harvest Park Subcommittee (ACTION ITEM) – David Schott

With the resignation of Zena Hartung, the Tree Commission will select a member of the Tree Commission to fill Zena's role on the Harvest Park Subcommittee. The formation of the Harvest Park Subcommittee was intended to assist the city in the management and operations of Harvest Park. The subcommittee reports to the Tree Commission because the Tree Commission is the parent commission of the Harvest Park Subcommittee.

PROPOSED ACTIONS: Approve a member of the Tree Commission to sit on the Harvest Park Subcommittee; or take other action as deemed appropriate.

Pam expressed interest in the position.

David nominated Pam for the Harvest Park Subcommittee representative. Jeanne seconded.
Roll call vote: Ayes: Unanimous. Abstain: none Motion carried

4. Consideration of the Tree Service Certification Test Questions (ACTION ITEM) – David Schott

It is unlawful for any person to engage in the business of planting, pruning, or removing a public tree or shrub for a fee without being licensed as required by City Code.

Any tree service contractor engaged in the business of tree service for a fee shall obtain a license from the Administrator. Such a license requires the contractor or at least one employee of the contractor shall be certified (tree service certification) as required by City Code.

As one part of the tree service certification, the applicant must complete a written examination to be administered by the Administrator.

The Tree Commission will review and discuss the two tests that were last updated in 1999: Laws and Safety and General Knowledge.

PROPOSED ACTIONS: Approve the test questions; or take other action as deemed appropriate.

The group looked over the test questions and all agreed that it needs some revamping.

David moved for David Rauk and David Schott to revamp the test and bring back a draft copy at next meeting. Ben seconded

Roll call vote: Ayes: Unanimous. Abstain: none Motion carried

5. Discussion of the Tree City USA Growth Award Categories – Ellis Eifert / David Rauk

The Tree Commission will review and discuss the current categories by the Arbor Day Foundations Tree City USA Growth Award to discuss upcoming project ideas and/or goals for the Tree Commission. This link will take you to the Tree City USA Growth Award under “Download Activity List.” <https://www.arborday.org/our-work/tree-city-usa/growth-award>

PROPOSED ACTIONS: No action, discussion

Group discussed projects they have done in the past for points. Some examples were a supplemental to the Arbor Day celebration, regional tree inventory, and educational outreach with children.

They agreed to continue discussion at the next meeting.

UPDATES/REPORTS

David will be re-using the August 2022 Utility Newsletter article, Supplemental Watering for Mature Trees, in the July Billing newsletter.

UPCOMING EVENTS / MEETINGS

1. Next Tree Commission Meeting: August 5, 2025

ADJOURN The meeting was adjourned at 6 PM



Ellis Eifert, Chair *(or stamped by Deputy City Clerk)*