Directors of Dark Hollow Woods
Meeting Agenda
September 19, 2024, at 9:00 a.m.

In attendance: Patty, Megan, Phil, John G., and Phyllis

A. Megan Gold:
    a. Identify Invasive Plant and Removal Plan
    b. Update: Garden Club Knotweed Injection
    c. Update: Garden Club Restoration Planting of PawPaw
    d. Proposed Garden Club Future Projects
    e. Update: Pollinator Garden
    f. Identify Areas Ready for Re-planting Plan
        i. Scope of Work
        ii. Order Plant Material
        iii. Site Prep
        iv. Volunteer Effort for Planting
        v. Schedule
    g. Japanese Stiltgrass Removal August – October
        i. Volunteer Project
        ii. Plan
    h. Report on Walkthrough With Brian Crooks, 20-50 New Trees, $2,000

B. Brian Crooks:
    a. Update: 10 Aspen Tree Planting, Number of Trees, Determine Fencing Needs. Order 10 Tree Guards from AM Leonard. How Much Are Tree Guards?
    b. Initiate Contact of Ephraim Zimmerman and Help Define Expectations. Estimate of Cost of Services.

C. Phil Fraley:
    a. Aspen Planting Project.
        i. Coordinate with Brian/Shade Tree Commission and Volunteers
        ii. Scope of Work
        iii. Event Details
    b. Update on DHW & STC Related Projects & Proposed Projects.
    c. Partner with Megan on Pollinator Garden.
    d. Generate 2025 Restoration Planting:
        i. Plant List
        ii. Pricing and Order Form
        iii. Fencing

D. Ryan Ehrlich:
    a. Coordinate with Phil DHW Map With Longitude & Latitude Coordinates.
    b. Identification of Trail Names and Trail Signage
    c. Update: Way Finding Signage
    d. Update: New Bridge. Mark Location on the Map.
    e. Update: Water Buffalo Availability and Purchase Price
    f. Report DHW Fall Walk Throughs
    g. Proposed Rec Board Future Projects

E. John Gentile:
    a. Report on Status of Previous DHW Walk Through Identified Tasks and Projects.
    b. Report 2024 Fall Walk Through Findings
    c. What Safety Equipment is Needed, (Chaps, Eyewear, Gloves).
    d. November Parks Exit Report
        i. Perspective on DHW Needs from Parks Department's Regular Maintenance
        ii. Current Status of DHW
        iii. Anticipated Projects or Needs
        iv. Interaction Between Rec Board and DHW Committee
        v.
    e. Equipment Order for DHW
        i. Does the Street Department, Parks Department, Recreation Board Have Equipment That Can Be Shared?
        ii. Provide a List of Safety Equipment Needed and Source for Purchase (Chaps, Eyewear, Gloves).
        iii. List of Equipment for Parks for DHW (Chainsaw, Hedge Trimmer, Weed Wacker, etc.).
F. Phyllis Anderson:
    a. Status of "On Call" Arborist
    b. Bees at Number 4 Bridge
    c. Information Concerning the Regular Cleaning of Pipes
        i. Identify Pipe Cleaning Service
        ii. Cleaning Service for Emergency Clogs Status
    d. LSSE "In House" Project Details For Outtake At Fairways
    e. Update on Street Crew Work at Pennsylvania Avenue Addressing Stormwater Issues With 39 Crystal Drive & Pennsylvania Avenue Entrance.
    f. Research Safety Training for Equipment Use. Anticipate the potential of Neef for Training if the "Youth Crew" Concept Continues for 2025.
    g. Review Job Description of Park Superintendent in Preparation For New Hire.
    h. Contact With Volunteers for Grant Sourcing and Grant Writing.
    i. Audubon Society – Birding Program in Conjunction with Riverview School District and Mary Kay Stein.
    j. Match Names to Trails
    k. Contact Levi Cannon of DCNR for Training Purposes.
    l. Contact LSSE's Landscape Architect.
    m. Retaining Wall Not Included in the Grant
    n. Set Up Meeting With Shawn Regarding General Grant Update, and Potential Shovel Ready Projects For Future Grants.
    o. DHW Diagram.
    p. Story Walk Partnership with OCL, and Kelsey G., Youth Librarian "Wonder Walkers"
G. Next Steps.