

TREE COMMISSION MINUTES 8/14/2025

Circleville Tree Commission convened in Council Chambers, 127 South Court St. on Thursday, August 14, 2025, at 6:00 p.m. Members present at roll call: Chair Beth Kowalski, Alan Gribler, Christopher Burton, Council Liaison Sheri Theis, City Arborist Tyler Mitten and Sarah Kolesar, Clerk. Other guests present: Volunteers Doug Baker and Joe Bradshaw. Absent Member: Lisa Wiseman.

Kowalski called the meeting to order at 6:00 p.m.

Old Business:

1. There is not a quorum present. Approval of July 10, 2025, meeting minutes are delayed until the next meeting.
2. Community Outreach and Visibility: Burton talked about his role as Publicity Chair thus far. He responded to community questions in the monthly bulletin and forwarded those to Planner Hannah Wynne.
3. Request a tree program:
 - a) Contract of homeowner expectations: Kowalski presented a letter for homeowners regarding care for the trees, expectations, and contact information should they have any concerns or questions. They discussed a title for the letter and the best approach to distribute the letters.
4. Status of IRA UCF Planting, phases 2 & 3: Mitten noted that in regard to phase 2, there are 10 dead trees and 10 trees not doing well, to be replaced this fall. Phase 3: 100 trees will be planted with 19 trees from phase 1 that are dead, 13 trees can be planted at Roundtown Trail in between trees already planted, and 12 trees that were planted in phase 1 that are not doing well and could be replaced, depending on the need/budget.
5. Deer protection plans for fall/winter: Gribler brought a Tree Guard as an option to protect the trees from deer and talked about cost. Kowalski noted that they will continue the discussion and vote for approval at the next TC meeting should there be a quorum.

New Business:

1. Arborist's Report: Mitten gave an overview of Phase 2&3 above, including trees needing replaced and locations for (100) trees to be planted in phase 3, this fall.
2. New Members: Theis stated there are four applications for the Tree Commission. Theis explained that applicants will be invited to the Strategic Planning Committee meeting next Wednesday, after which they will discuss who to place on the Committee. The Strategic Planning Committee will then make a recommendation to Council at the Council meeting on September 2, 2025. Theis also emphasized that term endings should be staggered to better suit the needs and function of the Committee.
3. Burton stated he will take the vests and obtain a quote for logos and report back at the next meeting.
4. Burton noted that the next Junior Tree Commission Academy class will take place before the next meeting. Kowalski stated she will send an email for approval.

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The next Tree Commission meeting is September 11, 2025, at 6:00 p.m.

The Tree Commission meeting adjourned at 7:17 p.m.

Minutes prepared by Sarah Kolesar, Assistant Clerk.

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Tabled Business:

- a) Approval of Changes to Comprehensive Tree Plan
- b) Legal Status of IRA UCF Planting, Phase 1
- c) Addition of pruning procedures to CTP: