

CIRCLEVILLE TREE COMMISSION MEETING MINUTES 10/09/2025

Circleville Tree Commission convened in Council Chambers, 127 South Court St., on Thursday, October 9, 2025, at 6:00 p.m. Members present at roll call: Chair Beth Kowalski, VC Lisa Wiseman, Alan Gribler, Christopher Burton, Felicia Speakman, Matt Fosnaugh, Council Liaison Sheri Theis, City Arborist Tyler Mitten and Sarah Kolesar, Clerk. Absent member: Joe Bradshaw.

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

Old Business:

1. Gribler motioned to approve the meeting minutes from September 11, 2025. Seconded by Burton. Motion carried.
2. Tree Commission logos on the visibility vests: Burton noted the vests are not ready yet but will touch base with them again after this meeting. Kowalski expressed the vests would ideally be ready by the November 7th planting date.
3. Community Outreach & Visibility Report: Burton stated he sent the AI images he created (previously discussed at the last meeting) to Hannah with a write up for the City's social media page.
4. Request a Tree Program: Kowalski presented a revised draft letter for homeowners regarding requesting trees, expectations and caring for the trees.
5. IRA UCF Planting, Phase 3 plans: Theis noted she sent out 40 letters on 9.18.2025 to homeowner's who reside in areas where they would like to plant trees. Theis stated there were some that responded and declined having a tree planted on their property. Mitten noted there are 63 locations identified by the TC where they would like to plant trees. Mitten mentioned Pontious Lane which was previously discussed, having 21 potential planting sites. Members discussed and collaboratively agreed to move forward with planting at Pontious Lane. Mitten highlighted that Rhoad's Landscaping will be doing Phase 3 planting at the same cost that they did for Phase 2.

MOTION-ROLL CALL-VOTE:

Kowalski motioned to utilize Pontious Lane during Phase 3 planting. Seconded by Wiseman. Motion carried.

6. November 7th planting details: Theis stated she will contact Circleville FFA regarding students assisting with planting.

New Business:

1. Arborists' Report: Mitten stated Uptown Circleville is interested in having a large Evergreen Tree planted at Ted Lewis Park for annual Holiday Tree Lighting, though he's unsure if it's been approved by the Park Board yet and pending further information. Mitten highlighted that Rhoad's gave him an estimate of \$665 for a 10-12 ft. arborvitae.

MOTION-ROLL CALL-VOTE:

Burton motioned to allocate up to \$750 for the purchase of an evergreen tree to be planted at Ted Lewis Park. Seconded by Gribler. All Yeas, 0 Nays. Motion carried.

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MOTION-ROLL CALL-VOTE:

Kowalski motioned to authorize up to \$60 each for Tree Commission Academy tuition for Chris and Lisa. Seconded by Gribler. Motion carried.

The next Tree Commission meeting is November 13, 2025, at 6:00 p.m.

Burton motioned to adjourn the Tree Commission meeting at 7:10 p.m. Seconded by Kowalski. Motion carried.

Minutes prepared by Sarah Kolesar, Assistant Clerk.

Tabled Business:

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