

TREE COMMISSION MINUTES 09/11/2025

Circleville Tree Commission convened in Council Chambers, 127 South Court St. on Thursday, September 11, 2025, at 6:00 p.m. Members present at roll call: Chair Beth Kowalski, Alan Gribler, Christopher Burton, Felicia Speakman, Joe Bradshaw, Council Liaison Sheri Theis, City Arborist Tyler Mitten and Sarah Kolesar, Clerk. Other guests present: Council member Tom Klitzka, Volunteers Doug Baker and Paul Hang, and visitor Ken Greene. Absent Members: VC Lisa Wiseman and Matthew Fosnaugh.

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 July 10, 2025. Seconded by Bradshaw. Motion carried.

Bradshaw motioned to approve the meeting minutes from August 14, 2025. Seconded by Speakman. Motion carried.

2. Affirm email approvals of Christopher and Lisa's TC tuition as well as deer protection: Kowalski stated tuition was \$55 per person which was approved via email. Kowalski motioned to affirm the tuition approval. Seconded by Bradshaw. Motion carried. Kowalski motioned to affirm the purchase of deer protection, which was also approved via email, total being \$460. Seconded by Bradshaw. Motion carried.
3. Tree Commission logos on Doug's visibility vests: Burton spoke about the three quotes he received for applying the logos. Ink my Logo will charge \$12 per vest, Red Barn is \$8, and Twisted Willow is \$8. Members discussed and collectively agreed to go with the lower price. Bradshaw motioned to have Twisted Willow place the logos. Seconded by Hang. Motion carried.
4. Community Outreach & Visibility Report: Burton said he took pictures of where trees would be planted and what they could potentially look like via AI and is looking for feedback from other members as to whether this would be helpful or useful.
5. Request a Tree Program: Sheri suggested a deadline for tree requests for fall planting. Additionally, Kowalski suggested creating a variation of the homeowner expectations letter with instructions to water their tree and provide them with a watering bag. Kowalski said she will draft that and present it at the next meeting for feedback.
6. IRA UCF Planting, Phase 3 plans: Mitten gave an overview of Phase 3 planting sites, also noting that the Contractor from Phase 1 now offering to replace the dead trees from Phase 1, therefore will hold off on potential legal action. Planting sites for Phase 3 include Pontious Lane and the 13 trees to be planted on the Roundtown Trail.

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New Business:

1. Arborist's Report: Mitten stated the Phase 3 planting document is compiled of potential addresses to send letters to. Planting sites for Phase 3 include Pontious Lane and the 13 trees to be planted on the Roundtown Trail. Mitten emphasized the Contractor from Phase 1 has reached out and they stated they are going to replace the dead trees from Phase 1, though he is unsure of how many or the type of trees. The trees are supposed to be replaced sometime after mid-October. Mitten explained that due to this development, they won't replace those trees from Phase 1 in the Phase 3 Planting. Mitten noted there are 19 trees from Phase 1 that need replaced, and that Phase 2 trees will be replaced by Rhoad's.
2. Introduction of New Members: Sheri introduced the new Members and discussed their staggered Term Endings.
3. City budget spending:
 - a) Condo requests for planting: Ken Greene is here and spoke about approximately 650 feet between Northridge Rd. to the Development and is asking if the TC would be willing to plant trees on both sides of the City street leading to the Development. Gribler will visit and evaluate the site and Members collectively agreed to come up with a possible proposal by the next meeting including cost, etc.
 - b) Pruning trees: Burton suggested using any extra funds at the end of the year to remove old trees/prune and provide maintenance for trees around town.
 - c) Fertilization/aeration of trees: Burton suggested using any extra funds at the end of the year to remove old trees/prune and provide maintenance for trees around town.
 - d) Other ideas: Burton noted that he and Lisa recently completed their junior year of the TC Academy, and he was asked if the TC would want to host the Academy next year. Burton stated that Alastair, ODNR, would be reaching out to Jim to see if this is a possible opportunity.

The next Tree Commission meeting is October 9, 2025, at 6:00 p.m.

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

Minutes prepared by Sarah Kolesar, Assistant Clerk.

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