

CIRCLEVILLE TREE COMMISSION MEETING MINUTES 2/12/2026

The Circleville Tree Commission convened in Council Chambers 2nd Fl., 127 South Court Street, on Thursday, February 12, 2026, at 6:00 p.m. Members present at Roll Call: Chair Beth Kowalski, Alan Gribler, Joe Bradshaw, Felicia Speakman, Council Liaison Sheri Theis, City Arborist Tyler Mitten and Sarah Kolesar, Clerk. Other guests present: Paul Hang, Volunteer. Absent Members: Vice Chair Lisa Wiseman, Christopher Burton, and Matthew Fosnaugh.

Kowalski called the meeting to order at 6:05 p.m. with Roll Call.

Old Business:

1. Kowalski motioned to approve the meeting minutes from January 8, 2026. Speakman seconded. Motion carried.
2. Community Outreach & Visibility Report: Will be discussed at the next meeting due to the Publicity Chair not being present to give an update.
3. IRA UCF Planting, Phase 4 plans: Mitten noted that he obtained addresses for planting sites, and next steps would be to approve or deny those areas and discuss if there are any additional planting sites to investigate. Theis pointed out that letters to homeowners should be sent out this month so the homeowner can respond by the end of February should they deny having a tree planted. Mitten recommended starting planting mid-April, and he will meet with the Service Department to submit an RFP for bids.

New Business:

1. Arborists' Report: Mitten emphasized that he started pruning trees near the school that have survived and will continue to assess those, also noting that he's been working on a Street Tree Management Plan for the Service Department regarding tree maintenance and direction. Mitten noted there was a Grant meeting this week to touch base and discuss budget changes, and was told planting site preparations can be included in the planting cost, as well as creating above ground planting spaces where space is limited, if needed and within reason. This would be if other planting spaces were exhausted. Mitten also noted that the invasive species removal at Hargus Creek/park area would be considered site preparation and would be covered under the Grant.
2. Service Department Report: Kowalski stated that she spoke with Jim Stanley and there isn't much to report on the Treatment Plant area as they're currently working on wetland delineation; Stanley stated that when he has further updates, he would let the Tree Commission know.

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3. Arbor Day plans: Paul stated that he spoke with a representative with the Soil & Water and the County Parks Dept., noting they would like to be involved. Kowalski stated the Arbor Day event should be placed in the community calendar at the Visitor's Bureau as well as newsletters so that the community is aware. Kowalski stated that Rumpke Recycling could possibly be interested in being involved or present information on the recycling program during Arbor Day Celebration but hasn't found contact information yet. Master Gardeners may also be interested in being involved and Kowalski stated she found contact information for them and will reach out via email. Additionally, Kowalski will reach out to Robert Boehle with ODNR. Paul stated that he ordered 48 trees as well as flags from Soil & Water for the giveaway, totaling \$85.47. Kowalski suggested that stickers would also be nice to handout.

MOTION & ROLL CALL VOTE: Gribler motioned to reimburse Paul for the trees and flags for the Arbor Day giveaway. Bradshaw seconded. Motion carried.

4. Other business: Theis highlighted that she heard from Tree City USA this week and their application was approved so the TC received the 2025 Tree City award and the growth award.

Tabled Business:

1. Approval of Changes to Comprehensive Tree Plan including pruning procedures.
2. Status of IRA UCF Planting, Phases 1 & 2, including possible legal action.

Upcoming Events:

The next Tree Commission meeting is Thursday, March 12, 2026, at 6:00 p.m.

Kowalski motioned to adjourn the Tree Commission meeting at 6:42 p.m. Seconded by Bradshaw. Motion carried. Minutes prepared by Sarah Kolesar, Assistant Clerk.