

CIRCLEVILLE TREE COMMISSION MEETING MINUTES 3/12/2026

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

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

Kowalski noted that Burton informed her his absence is due to recent new job, though he's trying to adjust his hours so he can attend TC meetings.

Old Business:

1. Kowalski motioned to approve the meeting minutes from February 12, 2026. Speakman seconded. Motion carried.
2. Community Outreach & Visibility Report: Beth stated that Burton obtained a quote for signage with the Tree Commission logo, per Grant requirements; 10 (18 x 24) signs with stakes would cost \$165 through Yipes in Williamsport, Ohio. Mitten asked if these signs would be different than the signs they already use. Kowalski suggested they could table this and discuss this at the next meeting when Burton is present. Members discussed and collectively agreed to table this discussion until the next meeting.
3. IRA UCF Planting, Phase 4 status: Mitten noted homeowner letters have been sent and they're beginning to hear back from people whether they would like a tree or not. Theis explained that letters were sent out with deadlines to submit their responses. Mitten stated once the declined trees are documented, they can then accurately order and prepare trees for planting. Mitten stated that the entire project should be completed by May 1, 2026. Mitten noted that quote packages have been sent and are due by the end of the month.
4. Arbor Day planning (April 24/25): Beth emphasized that the Park Board approved the Arbor Day celebration for Saturday, April 25, 2025, from 9 a.m. to 12:00 p.m.
 - a. Participants: Paul noted that County Parks and Master Gardeners are planning to be involved. Paul suggested the kids could create and color tree hats as their activity and brought example tree hats to show. Beth noted that she spoke with Rumpke and they are amid employee changes but seemed enthusiastic to be involved in the Arbor Day celebration and wanted to know the deadline to confirm their involvement or not.
 - b. Marketing: Beth stated she will send information to the Visitor's Bureau, the Herald, Scioto Post, and the City Newsletter, as well as look into getting stickers made to hand out.

New Business:

1. Arborists' Report: Mitten stated he continues to perform testing on certain trees in the City to determine if they need to be removed or not. Mitten highlighted his focus is on the next phase of planting.
2. Service Department Report: There are no updates from the Service Department this month.

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Other Business:

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, April 9, 2026, at 6:00 p.m.

Kowalski motioned to adjourn the Tree Commission meeting at 6:47 p.m. Seconded by Speakman. Motion carried. Minutes prepared by Sarah Kolesar, Assistant Clerk.