

## CIRCLEVILLE TREE COMMISSION MEETING MINUTES 4/9/2026

The Circleville Tree Commission convened in Council Chambers 2<sup>nd</sup> Fl., 127 South Court Street, on Thursday, April 9, 2026, at 6:00 p.m. Members present at Roll Call: Chair Beth Kowalski, Vice Chair Lisa Wiseman, Alan Gribler, Joe Bradshaw, Felicia Speakman, and Sarah Kolesar, Assistant Clerk. Other guests present: Council Liaison Sheri Theis, City Arborist Tyler Mitten, Paul Hang and Doug Baker, Volunteers, and Chris Cupp, Service Department Superintendent. Absent Members: Christopher Burton and Matthew Fosnaugh.

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

### **Old Business:**

1. Kowalski motioned to approve the meeting minutes from March 12, 2026. Bradshaw seconded. Motion carried.
2. Community Outreach & Visibility Report: Kowalski noted that Mr. Burton was unable to attend this evening, therefore signage is tabled until he returns. Kowalski reported that she contacted Yipes regarding stickers on flags but is still awaiting a quote from them. Mitten suggested moving forward whether stickers can be obtained or not if homeowners have been notified. Kowalski acknowledged Burton's email regarding creating an orientation handbook for new members and asked for feedback, Gribler stated that it was a great idea. Sarah, Clerk, stated she can assist Burton with creating these binders and will reach out to him to facilitate a plan.
3. IRA UCF Planting, Phase 4 status: Mitten stated it is likely they'll move forward without stickers but he still needs to mark locations and give the list to Rhoads. Mitten noted about 135 trees will be planted; 16 of those will be Evergreen replacements at Ted Lewis. Initial date to be completed per the quote package is May 1, 2026, though Mitten explained this will most likely be extended because they're waiting for finalized details.
4. Tree planting plans- April 24, 2026: Theis confirmed that the Circleville HS FFA members will be at Barthelmas Park to plant trees, as well as Chris Cupp and his crew. Mitten stated that they will need to scope out the park and decide how many trees to plant and location, so that trees can be ordered early next week. Mitten and Bradshaw plan to meet tomorrow morning to look at potential spaces to plant trees and Gribler and Speakman will meet on Saturday morning to look as well.
5. Arbor Day Fair plans- April 25, 2026:
  - a. Participants: Kowalski stated that Rumpke reported that they would be in attendance as well as a representative from the Parks Department. Paul noted that the little trees arrived and suggested that seedling care be given to those who receive a tree. Wiseman reported that Master Gardner's wanted to know their role at the fair and what they can display. Kowalski confirmed how many TC members plan to attend the Arbor Day Fair. Paul noted that he brought cardstock to print tree hats for the kids to create at the Fair.
  - b. Marketing: Kowalski reported Arbor Day fair information has been sent to the Visitor's Bureau, the Herald, Scioto Post, and the City Newsletter.

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## **New Business:**

1. Arborists' Report: Updates and Arbor Day plans have already been discussed. Nothing further to discuss. Theis highlighted that Mitten came to the recent City Council meeting and gave an informative presentation of the work he's been doing throughout the City, per Grant requirements.
2. Service Department Report: Chris Cupp gave an updated report on invasive species removal in the City and progress within the parks/walking trails.

**Other Business:** None.

## **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, May 14, 2026, at 6:00 p.m.

Kowalski motioned to adjourn the Tree Commission meeting at 6:47 p.m. Wiseman seconded. Motion carried.

Minutes prepared by Sarah Kolesar, Assistant Clerk.