



Shade Tree and Beautification  
Commission Meeting

Minutes

May 27, 2025  
3:00 PM

**CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Matthew T. Starr	Mayor	Absent	
James Brown	Chair	Present	
Brian Ball	City Engineer	Absent	
Quetin Platt	Asst. Engineer	Present	
Sarah Wagner	Board Member	Present	
Laura De Leon	Board Member	Present	
Randy Pursel	Parks Department	Absent	
LeNan Hager	Board Member	Present	
Russ Mentzer	Board Member	Present	
Emil Diener	Board Member	Present	

Judy Isett-Recording Secretary  
Zane Mikesell-Engineering Tech  
Brian Wade-Wade and Gatton Nursery

**MINUTES APPROVAL**

***March 25, 2025***

This is actually April 29, 2025 minutes that need approved. These will be approved at the June 2025 meeting.

**FINANCIAL REPORT**

Mr. Brown stated that our finances are in good shape.

Mr. Brown announced that Judy Isett is retiring in a couple months. Everyone congratulated her. Samara Davis has resigned because she is going off to college. That leaves a spot open. If anyone know of anyone let Mr. Brown know.

Mr. Diener stated that he had mentioned a dead tree in front of the Jewelry store on S. Main Street and asked if anyone looked at it. Mr. Mikesell stated that the tree is still there and we are looking at it.

**OLD BUSINESS**

### ***Columbis Delano Pollinator Trails***

Nothing is happening there yet. Dirt is being spread out but nothing else yet. Mr. Mikesell stated that we were waiting on that to be done and could possibly go ahead and proceed with the trails.

### ***Arbor Day***

Arbor Day was at the Pleasant Street School. Bill Seider read a book, Mayor Starr read the proclamation and Mr. Brown did a tree dance with the students. A tree was planted and the kids mulched the tree. Wendy's gave out Frosty coupons.

### ***TCP***

Mr. Wade stated that there are 55 trees left to plant, being a total of all trees to be planted.

Ms. Wagner stated that she sent a watering list to Randy Parsel last month and said she needs to send out watering letters to TCP customers but needs a list of people who have received trees. Also a second year letter was always sent and she could do that.

Mallard Point-Ms. Wagner stated that a TCP application was filled out for Mallard Point but she does not have access to the list of people that filled out application. Mr. Mikesell will email the link to all of the committee members.

### ***Grants***

#### ***Public Square-Arboretum***

Mr. Brown stated that he met with the Building Maintenance Director, Tom Hinkle, and they have plans to making improvement to the square. They are planning to move the Memorial bricks in the next year or two. We first have to identify if any of the trees have to go. We will replace them with non duplicated species, so that we can maintain the minimum requirement for the Arboretum. Once we know that we can move forward.

Ms. Wagner asked if a replacement had been hired for Scott Zimmerman. Mr. Brown said no yet.

Mr. Brown stated that 10 years ago the City was going to get a marker for BB Williams and place it at the Gambier Park, but this never got done. Mr. Mavis, Historical Society wants to move forward with getting the marker if the Community Foundation may put more money towards the marker. There was \$3000.00 put aside for this 10 years ago but will cost a lot more now. This will have to go to Council.

### ***Bee City***

Mr. Brown stated that they planted a bunch of Red Oaks. Mr. Mikesell stated that 100 Chestnut Street were planted at West Ariel Park.

## **NEW BUSINESS**

### ***Tree City Banquet***

Tree City USA Banquet-Ms. DeLeon stated that it was very informative. America in Bloom was talked about at the banquet and Ms. DeLeon stated that what it consists of is that you can hire consultants to come in and assess your city and what to use to bring in people to your city. There ideas were to plant flowers to bring people in but they also plant trees and put in benches that are made by the community.

Alistair announced during the awards banquet that the US Department of Forestry is providing grants. The grants that were through the USDA, the infrastructure grant that was shot down when everyone got fired, now they have decided that this is something worth wild and the Forest Division has picked it up. This is \$10,000.00 to \$100,000.00 and has to be in by August 1, 2025. It is a reimbursement grant so we have to spend the money and then get the reimbursement when the work is complete.

Mr. Mikesell and Mr. Brown have talked about International Paper Company about a grant for Pear tree removal.

We are going to ask Council if we apply for these grants.

Ms. DeLeon made a motion to take this to council and ask if we can apply for the USDA grant and the International Paper grant. Ms. Hager second the motion.

Mr. Brown stated that last we talked about Sequoia trees we were going to buy 25 and then Quentin found a better deal. We can get 50 of them for the same amount but we have to set up a nursery and the parks department has to approve it. There needs to be a 30x60 spot cut out, the sod taken out, put in landscape fabric, rake and mulched and put the trees in, put the buckets next to them and have them water every year. We have not had time to do this yet. The spot is off of Adam's Street.

### ***Target Area mailers***

Mr. Brown asked if everyone reviewed the sample mailer that was sent to the commission members to review. Mr. Brown stated that the letter includes a QR code, Web page information and a contact phone number. Mr. Brown stated that it needs to include bullet points in front of each of them.

Anyone that gets a tree will get a hand out packet for tree maintenance. There will be list of different trees and Mr. Brown asked that this is put in the QR code. Also there needs to be time lines of when someone will get back with them. Mr. Brown stated that we want to send the letters out the end of June, 2025.

### ***Gilchrist Estates***

Mr. Brown stated that there is nothing going on with this right now.

**MORPC Pack Substantiality** was emailed to commission members and Mr. Brown asked them to look at this and make any comments they have.

**Water Truck** - Mr. Brown stated that the water truck would not work after they got all of the equipment on but it is fixed and they are able to water trees.

Mr. Mikesell stated that the watering crew recommended that we purchase an extra set of hoses. The ones we have are big and bulky.

### ***US Department of Forestry Grant-Vote on Resolution to apply for Urban Forest Grant***

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## **ADJOURN**

Mr. Mentzer made a motion to adjourn the meeting. Ms. DeLeon seconded the motion. AIF, meeting adjourned.