

SHADE TREE COMMISSION
MINUTES
JULY 14, 2025
5:00 PM

- I. ROLL CALL: Rita Connelly –present
Karen Wise –present
Larry Silenius – present
Jim Funai – absent
- Tim Contant, Chairman – present
Matt Harper – present
Jim Jenkins, Arborist – present
Julie Ring, Shade Tree Secretary – present
- II. Discussion: Began at 5:02 p.m.
- III. APPROVAL OF APRIL MINUTES: Karen Wise made motion to approve the minutes of April. Larry Silenius seconded the motion. All in favor.
- IV. NOTES: Karen Wise moved to make the notes that were taken from discussions on May 12, 2025, and June 9, 2025, be included in the minutes for July. Rita Connelly seconded the motion. All in favor.
- V. ARBORIST UPDATE:
- 467 Pratt (Front #1) – Dieback, cavity in main stem from previous scaffold branch failure, and basal decay; recommended for Removal
 - 336 E Riddle (Front #1) – Trunk Crack; recommended for Removal
 - 559 E Riddle (Side #1) – Hanger in canopy; recommended for Tree Clean
 - 559 E Riddle (Side #2) – Minor dieback; recommended for Tree Clean
 - 559 E Riddle (Side #3) – Minor dieback; recommended for Tree Clean
 - 121 Avon Ct. (Front #4) – Walkway to front door is lifted due to roots; no significant issues with tree that would warrant removal at this time. Please request the homeowner remove gravel from base of tree for a minimum of 12 inches. Retain original soil and grade
 - 270 Madison (Front #1) – Visibility of stop sign seems to be unimpeded by tree
 - 248 Oakgrove (Side #1) – Significant decay in all scaffolding branches; recommended for Removal
 - 248 Oakgrove (Side #2) – Minor dieback; retain on cyclical pruning cycle
 - 248 Oakgrove (Side #3) – Significant dieback; included bark and root plate uplift; recommended for Removal
 - 311 N Prospect (Front #1) – Significant decline and basal decay; recommended for Removal
 - 322 N Prospect (Front #1) – Significant decline and basal decay; recommended for Removal
 - 322 N Prospect (Front #2) – Significant decline and basal decay; recommended for Removal

VI. MISCELLANEOUS:

- Water bags – put into the RFP to include that the contractor is to provide them with each new tree planting, fill them up and the city will take over the watering once trees have been planted and contractor has filled the bag.
- Will be put in the IRA Grant as tree maintenance.
- IRA Grant –
 - Letter from Mayor Seman certifying maintenance of the tree planting
 - Authorizing resolution for council; will only need to go to them about accepting any monies
 - Tree Management Plan – was requested of Julie to find that and provide it to
 - August 27, 2025, is the deadline for grant application
 - Total request is \$60,000 and will consist of the following:
 - \$5,000 for Tree planting
 - \$30,000 for Tree mitigation
 - \$8,000 for Pruning
 - \$17,000 for Staffing – which will include Tim Contant, Jim Jenkins, and Julie Ring
- Update with trees located at 330 N Chestnut – Mayor Seman will be sending a letter about the trees being retained due to the investigation that had been performed by multiple people within the City of Ravenna employ, to see about if there was a safety issue pulling out of the driveway and onto North Chestnut St. to the north or the south.

VII. NOTES FROM MAY 12, 2025:

ROLL CALL: Rita Connelly –absent
Karen Wise – absent
Larry Silenius – present
Jim Funai – absent

Tim Contant, Chairman – present
Matt Harper – present
Jim Jenkins, Arborist – present
Julie Ring, Shade Tree Secretary – present

Discussion of things with the folks available: Began at 5:00 p.m.

APPROVAL OF APRIL MINUTES: Unable to approve minutes due to not having a quorum.

ARBORIST UPDATE:

- Remediation list that Joe Moeglin and Jim went out and looked at from the 2024 Tree Planting. The 2024 Tree Planting was for reimbursement from the IRA Grant through the ODNR. Checked the root flares per recommendation from Joe Moeglin with ODNR. For the full list of trees on this list, please see the Administrative Assistant at City Hall, Julianne Ring. Training prunes, in a couple years when they get established, Jim will come back and check on them to prune them and remove dead branches. Make sure the tree is established when you do that, so you don't stress the tree out. You should wait 2-3 years, depending on the species, you should be good to remove the stakes and also perform the pruning.

- 351 Clinton (Front #2) – Limbs in contact with service/drop lines; recommended for clearance prune around lines by utility company.
- 536 N Freedom (Front #1) – Frost crack noted with minor dieback; retain on cyclical pruning schedule.
- 538 N Freedom (Front #1) – Wasp nest noted on street side of tree. Previous large limb failure, minor dieback; recommended for Tree Clean and remove wasp nest.
- 1202 Jones (Front #3) – Minor dieback; recommended for Tree Clean.
- 1202 Jones (Front #4) – Minor dieback; recommended for Tree Clean.
- 351 Oakwood (Front #1) – Major dieback; recommended for Removal.
- 241 W Harris (Front #1) – Deadwood present; recommended for Tree Clean and clearance prune off house roof.
- 241 W Harris (Side #1) – Jim inspected this tree also while he was looking at Front #1. Deadwood present; recommended for Tree Clean.
- 518 Lafayette (Front #1) – Resident called to state that tree is dropping branches all over her yard. They're coming from a large limb that overhangs her yard. Jim – Utility pruned with Deadwood and decaying limbs; recommended for Tree Clean.
- 518 Lafayette (Front #2) – Resident stated that the tree could use a trim. Jim – Minor deadwood; recommended for Tree Clean.
- Jim will be going to the Tree City USA award ceremony on Thursday, May 15, 2025

MISCELLANEOUS:

- IRA Grant – Paperwork had been sent last week, but Joe Moeglin hasn't heard anything.
- The City of Ravenna has been approved for this grant for quite a while now.
- ODNR has been getting different messages due to the current climate with the government.
- Deadline for the grant is June 30, 2025, and the city has had the paperwork in.
- Jim asked if there was a scope of work that the city wanted to do in the next year, i.e. planting & establishment, tree maintenance, etc.
- Looking at 10-16 or 18 hours of Jim's time into applying for the IRA Grant again, plus anybody's time that's involved with the process.
- The only risk that's being taken is that the funding would be pulled and that's before any work has been completed.
- Do a Fall Planting request with the IRA Grant. It's a matter of what the city wants to do in regard to that.
- Jim will ask what Joe and his colleague would like to see in the grant application.
- IRA Grant application is due by August 27, 2025.

PUBLIC COMMENT: NONE

The discussion ended at 5:27pm.

Next meeting is July 14, 2025.

Prepared by Julie Ring, STC Secretary

VIII. NOTES FROM JUNE 9, 2025:

ROLL CALL: Rita Connelly –absent
Karen Wise –present

Larry Silenius – present
Jim Funai – absent

Tim Contant, Chairman – present
Matt Harper – present
Jim Jenkins, Arborist – present
Julie Ring, Shade Tree Secretary – present

Discussion: Began at 5:00 p.m.

APPROVAL OF APRIL MINUTES: Unable to approve minutes due to not having a quorum.

ARBORIST UPDATE:

- Jim attended the Tree City USA awards and the city has received an award for 29 years.
- 364 E Central (Front #1) – recommended for Tree Clean
- 320 N Chestnut (Front #1) – Minor dieback; maintain on routine pruning cycle
- 320 N Chestnut (Front #2) – Girdling roots, maintain on routine pruning cycle
- 320 N Chestnut (Front #3) – Girdling roots, maintain on routine pruning cycle
- 337 Clinton (Front #1) – Minor deadwood with pocket of decay in trunk; recommended for Tree Clean
- 452 Lawrence (Front #1) – Tree Dead; recommended for Removal
- 537 Maple (Front #1) – Tree Dead; recommended for Removal
- 537 Maple (Front #2) – Tree has large hanger in canopy with minor deadwood; recommended for Tree Clean
- 402 S Meridian (Front #2) – Tree was removed; add it for stump removal
- 444 Myrtle (Front #2) – Significant pocket of trunk decay; recommended for Removal
- 446 Myrtle (Front #1) – No issue with utility clearance
- 710 E Riddle (Side #3) – Large limb hanger with additional limbs; recommended for Tree Clean
- 229 W Riddle (Side #2) – Severe decline; recommended for Removal
- 1003 W Riddle (Front #1) – Minor girdling roots and codominant stems; continue to Retain and Monitor
- 1024 W Riddle (Front #1) – Minor dieback; keep on Routine Pruning cycle. Branches in excess of 10-feet from house. Clearance prune not recommended at this time
- 271 W Spruce (Side #1) – Tree dead; recommended for Removal
- 504 Summit (Front #1) – Minor deadwood; recommended for Tree Clean
- 504 Summit (Front #2) - Minor deadwood; recommended for Tree Clean
- 504 Summit (Side #1) – Pock of decay in trunk; not significant enough to warrant removal at this time. Retain and Monitor
- 504 Summit (Side #2) – Pocket of decay in trunk; recommended for Removal
- 263 S Sycamore (Front #1) – Tree dead; recommended for Removal
- 140 N Walnut (Front #1) – Minor dieback and frost crack; retain on Routine Pruning Cycle
- 140 N Walnut (Front #2) – Minor dieback and deadwood; recommended for Tree Clean and clearance prune away from house

Talked about 330 N Chestnut trees again. Jim stated that the trees are in good condition & he can't recommend removal unless the city says something about removing them. The property owner here is stating that this is a safety issue. Multiple people from the city have gone out there and checked and there is clearance view. People

just have to slowly pull out of parking lot. Mayor will meet with the property owner again on June 24, 2025, and give him the report of what the Shade Tree Commission has decided, which is to not remove any of the trees.

Tim had been provided with accident reports for that area and none of the reports indicated that there was any visibility issues here.

MISCELLANEOUS:

- IRA Grant – The city has finally received the monies from the grant
- Jim went to a workshop for the IRA Grant on June 5th and will be attending another one on June 10th.
- Urban Forestry Grant, also known as the IRA Grant, is due by August 27, 2025. The grant requires some component of tree planting. The city will apply for another \$50K for maintenance.
- Concentrate maintenance & planting that the entire city would encompass that for the grant.
- Tim will seek Council's approval to be able to apply for the grant.
- Karen wanted to give a shout out to the city and say that she appreciated the access to the mulch and how it circles back to the Commission. She also stated that the workers were great and friendly.

PUBLIC COMMENT: NONE

The discussion ended at 5:28pm.

Next meeting is July 14, 2025.

Prepared by Julie Ring, STC Secretary

IX. PUBLIC COMMENT: NONE

Larry Silenius made motion to adjourn the meeting. Rita Connely seconded the motion. All in favor. Meeting was adjourned at 5:32pm.

Next meeting is September 8, 2025.

Prepared by Julie Ring, STC Secretary