

**SHADE TREE COMMISSION
MINUTES
NOVEMBER 17, 2025
5:00 PM**

I. MEETING CALLED TO ORDER: Began at 5:00 p.m.

II. ROLL CALL:

- Rita Connelly –absent
- Karen Wise –present
- Larry Silenius – present
- Jim Funai – absent
- Debbie Davison - present

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

III. APPROVAL OF AUGUST MINUTES ALONG WITH SEPTEMBER AND OCTOBER NOTES: Karen Wise made a motion to approve the minutes and notes. Larry Silenius seconded the motion. All in favor.

IV. ARBORIST UPDATE:

- 161 Elm (Side #1) – Limb creating clearance issue at crosswalk of Elm and Poplar. Recommend routine pruning over sidewalk and of branches that touch roof of house.
- 161 Elm (Side #2) – Clearance prune away from house by 10 ft.
- 457 W Highland (Front #1) – (LS, DRG) fungal bodies at base, significant cavity with crack on limb overhanging the road. Recommend for removal.
- 406 Madison (Front #1) – Significant dieback; recommended for Removal.
- 436 Maplewood (Front #1) – Utility pruned with canopy decay; recommended for Removal.
- 518 Tappan Ct. (Front #1) – Deadwood present; recommended for Tree Clean.
- 321 Woodbend (Front #1) – Natural lean due to availability of light, no maintenance required at this time.
- 321 Woodbend (Front #2) – Deadwood and hangers present; recommended for Tree Clean.

V. MISCELLANEOUS:

- Jim was able to sit on the grant awardee seminar.
- If we want to have a contractor do tree pruning, they need to have certified arborist on site monitoring that activity. Contractor can have a certified arborist on staff that they can utilize.
- Having an arborist present during tree removals does not require an arborist being present.
- Per the guidelines of the grant, the city is allowed to take down trees.
- If there's any pruning that needs done, we will need to coordinate our tree contractor with Jim to get the work done.

- Jim is uncertain if he can be present and be covered under the grant.
- Arborist has to be an ISA Certified Arborist.
- Tree was replaced on the Courthouse lawn.
- Breakdown of grant award:
 - \$5,000 for Tree Planting
 - \$8,000 for Proactive maintenance initiative – mulching, pruning, corrective measures
 - \$30,000 for Tree Mitigation & Removal
 - \$17,000 for professional staffing – funding of a PT conditional arborist
 - Total of \$60,000
- Jim would recommend that Mike Sorboro get his ISA Certified Arborist Accreditation back or if he has someone on staff that has that.
- Bower's Lawncare – has planted all of the trees but need to look at the RFP about staking the trees and placing water bags on them.
- Matt asked what the timeline was on this new grant.
- All work has to be completed by January 2028.

VI. PUBLIC COMMENT: No public present

Karen Wise made motion to adjourn the meeting. Larry Silenius seconded the motion. All in favor. Meeting was adjourned at 5:21pm.

Next meeting is January 12, 2026.

SHADE TREE COMMISSION

DISCUSSION

SEPTEMBER 8, 2025

5:00 PM

VII. MEETING CALLED TO ORDER: No quorum. Began discussion at 5:02 p.m.

VIII. ROLL CALL:

- Rita Connelly –absent
- Karen Wise –absent
- Larry Silenius – present
- Jim Funai – absent
- Debbie Davison (new member) - present

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

IX. APPROVAL OF AUGUST MINUTES: No quorum.

X. ARBORIST UPDATE:

- 262 W Cedar (Side #1) – Minor dieback in canopy; recommended for Tree Clean and Clearance Prune off building of 5-7 feet back
- 266 W Cedar (Side #1) – Limbs in utility lines, no significant issues with the tree
- 632 Cleveland (Front #2) – No significant issues with tree; maintain on Cyclical Pruning Cycle (every 5-7 years)
- 632 Cleveland (Side #2) – Recent sidewalk replacement; no significant issues with tree; maintain on Cyclical Pruning Cycle
- 340 Elm (Front #1) – Tree dead; recommended for Removal
- 343 Elm (Front #1) – Minor dieback with hangers; recommended for Tree Clean
- 599 N Freedom (Front #1) – Minor dieback with trunk decay; recommended for Tree Clean
- 599 N Freedom (Front #2) – Serious dieback with hangers; recommended for Removal
- 599 N Freedom (Front #3) – Minor dieback with hangers; recommended for Tree Clean
- 599 N Freedom (Front #4) – Large limb, trunk and significant canopy decline; recommended for Removal
- 619 Hazen (Front #1) – Tree Removed
- 629 Hazen (Front #1) – Stub cuts, more than 50% canopy loss, trunk cavity and decay. Mechanical damage at base; recommended for removal
- 401 Lawrence (Side #1) – Minor dieback with hangers; recommended for Tree Clean
- 227 Madison (Front #1) – Canopy dieback, fungal disease; recommended for Removal
- 864 Mill (Front #2) – Trunk decay; recommended for removal
- 451 Myrtle (Front #1) – Canopy in utility lines. No significant issue. Cyclical pruning every 5-7 years
- 160 N Prospect (Front #1) – Clearance trim raise canopy off roadway and house. Deadwood and hanger; recommended for Tree Clean 5-7' from house roof
- 1024 W Riddle (Front #1) – Sidewalk uplift present, minor dieback on roadside top canopy; recommended for Tree Clean
- 160 E Spruce (Side #1) – Loss of major limb, cavity and decay; recommended for Removal

XI. MISCELLANEOUS:

- Debbie asked Jim how he finds the sites to do the plantings
- Jim said that he ran an analysis for the whole city and then out of that, he looks for available space, individuals that request a tree and also if a planting site is still suitable.

XII. PUBLIC COMMENT: No public present

Discussion ended at 5:38pm.

Next meeting is November 17, 2025.

Prepared by Julie Ring, STC Secretary

SHADE TREE COMMISSION

NOTES

OCTOBER 14, 2025

5:00 PM

XIII. MEETING CALLED TO ORDER: No quorum. Began discussion at 5:04 p.m.

XIV. ROLL CALL:

- Rita Connelly –present
- Karen Wise –absent
- Larry Silenius – present
- Jim Funai – absent
- Debbie Davison - absent

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

XV. APPROVAL OF AUGUST MINUTES: No quorum.

XVI. ARBORIST UPDATE:

- 240 ½ Beecher (Front #2) – Tree Dead; recommended for Removal
- 211 Crown (Front #1) – Low limb over roadway; remove limb back to parent stem. Prune in winter months to prevent Oak Wilt
- 545 E Highland (Front #2) – Cavity at base with frass. Canopy dieback with poor structure; recommended for Removal
- 642 W Highland (Front #1) – Main stem dead and decayed. Failure likely to impact house, parked cars and utility lines. Removal recommended
- 746 E Riddle (Front #1) – Tree completely dead. Recommended for removal
- 314 N Walnut (Front #3) – 15' stem cracked entirely through at base. Failure likely to impact two houses, parked car and utility lines. Critical condition. Removal of stem would stress an otherwise poor condition tree and therefore recommend complete Removal
- 130 E Central (Side #3) – Due to proposed driveway, tree removal is recommended
- 351 N Chestnut (Front #2) – Basal decay and lean, recommended for Removal
- 1003 W Riddle (Front #1) – Tree in relatively fair condition. Sidewalk upheaved. 10/15/2023 construction activity noted as potential additional cause to sidewalk issues. Trim 5-7' from house
- 740 N Freedom (Side #2) – Severe decline with root decay; recommended for Removal
- 505 E Highland (Front #1) – Significant decline with large limb decay; recommended for Removal

XVII. MISCELLANEOUS:

- Tim went through the 2025 Fall Tree Planting RFP with everyone.
- Arbor Day will be with two (2) different groups because of how many students are going to be involved this year. There will be about 75 students in each group.

- Arbor Day planting will be held on October 21, 2025, and October 22, 2025, at City Park at 1:30 p.m. both days.

XVIII. PUBLIC COMMENT: No public present

Discussion ended at 5:43pm.

Next meeting is November 17, 2025.

Prepared by Julie Ring, STC Secretary