

BOROUGH OF BRIDGEVILLE
SHADE TREE COMMISSION
Meeting Minutes
September 22, 2025 – 7:00PM

The meeting was held in Council Chambers at the Borough Building, 425 Bower Hill Road and virtually on www.zoom.us. The meeting was called to order at 7:00PM.

Present included: Courtney Tolmer, Virginia Schneider (virtually), Kayla Lawrence, Alison Thomas, Jen Brilmyer and Borough Manager Joseph Kauer.

Absent: None.

ORGANIZATION AND ELECTION OF OFFICERS:

- a. Nomination and Election of Chairperson
Mrs. Schneider nominated Mrs. Tolmer, Tolmer accepted.
Mrs. Thomas nominated Ms. Brilmyer, Brilmyer accepted.
A vote was taken for Mrs. Tolmer with Mrs. Tolmer and Mrs. Schneider voting for her.
A vote was taken for Ms. Brilmyer, with Mrs. Thomas, Ms. Lawrence and Ms. Brilmyer voting for her; Brilmyer was elected Chairperson.
- b. Nomination and Election of Vice Chairperson
Mrs. Thomas nominated Mrs. Tolmer, Tolmer accepted, no other nominations were made, and all voted in favor of Mrs. Tolmer as Vice Chairperson.
- c. Nomination and Election of Secretary
Ms. Brilmyer nominated Mrs. Thomas, Thomas accepted, no other nominations were made, and all voted in favor of Mrs. Thomas as Secretary.

Public comment (on / off agenda) VISITORS PLEASE STATE NAME AND ADDRESS:

Pat DeBlasio, 447 Washington Avenue, stated that he looks forward to working with and supporting the Shade Tree Commission.

ADOPTION OF MINUTES:

None.

NEW BUSINESS:

1. **Fall 2025 Tree Planting Program in partnership with W. PA Conservancy / TreeVitalize**
Manager Kauer reported that the Borough was awarded a fall planting grant that will provide 13 trees to the Borough with a planting date of Saturday, November 1, meeting at 9AM at the Borough Building. He stated that volunteers will be needed.

Mrs. Tolmer asked if we will be applying for a 2026 planting? The Manager stated that he would like to and will see when the next application period opens.

Mrs. Thomas asked the Manager for a map of right of ways and public properties where trees could be planted in the future. Ms. Brilmyer asked if the area between the sidewalk and curb is a right of way. The Manager stated that in most cases it is. Mrs. Tolmer asked for a map of all the trees that have been previously planted.

Ms. Brilmyer asked if there was a municipal process in place to trim these trees. The Manager stated that there currently isn't as we don't have many trees outside of the parks and borough lots.

Mrs. Tolmer asked if we have a database of volunteers who helped plant trees in the past. The Manager stated that the Western Pennsylvania Conservancy has this information and that he'll ask for it.

Mrs. Tolmer shared a previous TreeVitalize application that she submitted for Bridgeville to plant trees along Washington Avenue. She said that it wasn't approved as the borough's street lighting conduit was in the way for trees to be planted.

2. Tree Tender Training

Manager Kauer stated that he would like to have a community Tree Tender class in Bridgeville for Commissioners, citizens and Public Works employees this coming winter and wanted to see what the interest of the Commission was. The Commission supported the training. Mrs. Tolmer stated that she and her husband are already Tree Tenders. The Manager will coordinate with the Conservancy and report back.

Ms. Brilmyer asked the Manager to prepare a google survey link on the Borough's Facebook page to see who in the community would be interested in participating in the training.

3. General discussion

Mrs. Brilmyer asked if the Commission has a budget. The Manager stated that the Borough budgets \$5,000-\$10,000 each year for tree maintenance and projects.

4. Next meeting (quarterly (at minimum / if needed) on the first Monday of each month)

The Commission agreed to meet quarterly on the first Monday at 7PM. Next meeting will be Monday, February 2, 2026, 7PM.

OLD BUSINESS:

None.

PUBLIC COMMENT (GENERAL ITEMS) VISITORS PLEASE STATE NAME AND ADDRESS:

Ms. Justine Cimarolli, 632 Bank St., asked the Manager to explain the responsibility of paper street areas in the Borough. The Manager explained that paper streets are areas identified on recorded maps of the Borough for streets that were never built. After 21 years from its recording and not being built the Borough's public rights are lost, but private access rights for those in the neighborhood remain. The claim to the land is shared half with those adjoining the land, but it ultimately is not the Borough's. The Manager explained that most of the paper streets are wooded areas in the Borough and all trees in these are not Borough shade trees and not the responsibility of the Borough and this Commission.

ADJOURNMENT:

Motion to adjourn was made by Mrs. Tolmer, seconded by Mrs. Thomas; meeting adjourned at 7:41PM.

Respectfully submitted,

Joseph Kauer
Borough Manager