Cherrytree Township Board of Supervisors
Regular Monthly Meeting
Monday, October 6, 2025, 6:00 p.m.

A regular monthly meeting of the Cherrytree Township Board of Supervisors was held on Monday, October 6, 2025, at 6:00 p.m., at the township building. In attendance were Jim Waugh, Rob Kellogg, and Shari Nelson, Supervisors, and Christine Kurelowech, Secretary-Treasurer.

Call to Order

Jim Waugh called the meeting to order.

Pledge

Moment of Prayer

Jim Waugh led those in attendance in a moment of prayer.

Public Comment

Jeff Langworthy expressed concern regarding a large tree located across the road from 690 Old Route 8. The tree is leaning over the road towards the home located at 690 Old Route 8 and, if it falls, would most likely cause significant damage to the home and possibly harm to the occupants. Jeff Langworthy said that the tree is in the township's right-of-way and that it is the responsibility of the township to remove it before it falls. He said that the tree could also be a hazard to motorists. Additionally, he noted that the township hired someone to take down several large trees along South Perry Street in the late 1990s. Jim Waugh said that he would take a look.

Minutes/Treasurer's Report

The minutes, from the regular monthly meeting held on Tuesday, September 2, 2025, were read, accepted, and approved, on a motion made by Shari Nelson, seconded by Jim Waugh, and carried unanimously.

The treasurer's report, for September of 2025, was read, accepted, and approved, on a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously.

Correspondence

Venango County Regional Planning Commission – Annual Report

Venango County Board of Elections – Library Tax Referendum

The township has received notice, dated September 10, 2025, that the Venango County Board of Elections has denied the township's request to have the library tax referendum question removed from the ballot that Cherrytree Township voters will see on November 4, 2025. According to the letter, "This decision was based on the fact that there was no pre-existing agreement identifying the township supports another library system and that the township is currently not within the service area of another library system as administered by the State". However, the Supervisors entered into an agreement with Benson Memorial Library on September 2, 2025 and documentation was delivered to the Venango County Board of Elections on September 3, 2025, justifying the township being exempted from the library tax and the library tax referendum question being removed from the ballot. The township has been working with Alan Shaddinger, Township Solicitor, to resolve this matter.

PA DEP–Piney-Seward and Erie South-Piney Trans. Line Rebuild–Incomp. Letters

The Pennsylvania Department of Environmental Protection (PA DEP) has reviewed the National Pollutant Discharge Elimination System (NPDES) permit application and several Water Obstruction & Encroachment permit applications, submitted by Mid-Atlantic Interstate Transmission, LLC, for the Piney-Seward and Erie South-Piney 115-kV Transmission Line Rebuild Project. PA DEP has deemed the applications incomplete. Mid-Atlantic Interstate Transmission, LLC, has been given 60 days to resubmit the applications before PA DEP will consider them withdrawn. The project affects 150 miles of an existing transmission line that runs between Indiana County and Erie County. In Venango County, there are 32.97 miles of transmission line that will be rebuilt and, in Cherrytree Township, there are 16.61 miles of transmission line that will be rebuilt.

PSATS News Bulletin

VC Commissioners/VC Dept. of Public Safety/DCNR–Outdoor Burning Advisory

The Venango County Commissioners, the Venango County Department of Public Safety, and the Pennsylvania Department of Conservation and Natural Resources (PA DCNR) advise using extreme caution when starting any outdoor fire. Anyone causing a forest fire could be held responsible for expenses incurred to suppress the fire. There are currently 6 counties in Pennsylvania that are under burn bans: Elk, Cameron, Jefferson, Clearfield, Huntingdon, and Somerset.

The Hillcrest Group – Wrought Products – Application for PA DEP Plan Approval

Wrought Products (a G.O. Carlson, Inc. Company) is submitting a Plan Approval Application to the Pennsylvania Department of Environmental Protection (PA DEP) for authorization to replace an existing indoor baghouse dust collector. The purpose of the replacement is for better control of dust generated during the metal polishing process.

Zoning

Permits

Z-2025-12	Dave Craft	414 Dutch Hill Road	24’ by 24’ attached garage

Zoning Report

Tim McGrath, Zoning Officer, reported that he is currently reviewing a zoning application, submitted by Grand Valley Manufacturing, for a new facility along Petroleum Center Road (135 Toon Town Lane). He said that he will deny the application, because it cannot be permitted in the area where the property is located, and the company will need to request a conditional use hearing before the Board of Supervisors. The company purchased the property in 2023. Tim McGrath noted that Jack Roberts is in charge of the project and that the company has begun clearing the property.

Tim McGrath told those in attendance that, over the past several months, he has spoken with a representative from a solar company regarding the possibility of putting a 25-acre solar farm on a property located at the corner of Turkey Farm Road and Route 8. Because the property is considered “soils of prime farmland”, the zoning ordinance prohibits such development. Additionally, there are 3 gas wells and a main gas line on the property that would most likely make the construction of a solar farm unfeasible. Tim McGrath noted that a recently proposed solar farm, located near Windy Hill Farms, never came to fruition because of a dispute between a gas company and the solar company that was managing the project. He said that he told the representative, from the solar company that is

interested in constructing a solar farm at the corner of Turkey Farm Road and Route 8, to make sure that the gas company will allow a solar farm on the property before the solar company spends money to obtain permits for the project. An attorney from the same solar company recently contacted Tim McGrath to learn about the process to obtain a curative amendment, which would allow the company to construct a solar farm on the property, despite the current zoning regulations prohibiting it. The attorney was not aware of the information that Tim McGrath had given to the first representative from the company regarding soils of prime farmland and the gas wells and gas line. She said that she would need to have an internal meeting to discuss the information with the first representative. Tim McGrath explained the lengthy process to obtain a curative amendment (hearing before the Board of Supervisors, etc.) to her and encouraged her to seek approval from the gas company before pursuing a curative amendment.

Tim McGrath reported that a recycling company recently purchased the former Penn RV Center at 4487 State Route 8. The company would like to open a recycling center where dumpsters would be stored and recyclables would be brought in and sorted before being taken to other locations. Tim McGrath noted that the property is located in the C/I (Commercial/Light Industrial) district, but that the new owners would need to go before the Board of Supervisors and be granted a conditional use before opening a recycling center. He said that, if the company's plan is not approved by the township, the property will be used to park trucks. The new owners plan to construct new buildings and to employ 20 – 30 workers.

Administrative Action

Fuel Bids – Approximately 8,000 Gallons – Vote to Advertise

On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to put approximately 8,000 gallons of diesel fuel out for bid. Bids will be received until 6:00 p.m. on Monday, November 3, 2025 and will be opened and reviewed during the regular monthly meeting scheduled for Monday, November 3, 2025 at 6:00 p.m.

Zoning Hearing Board – Resignation of Alternate - Vote

On a motion made by Shari Nelson, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to accept the resignation of Ron Stewart (alternate) from the Zoning Hearing Board. On January 2, 2024, Ron Stewart was appointed to a 3-year term as an alternate on the Zoning Hearing Board. Anyone interested in serving the remainder of Rob Stewart's 3-year term (alternate) should contact Chrissie Kurelowech.

Resolution #25-48–Appt. Ron Stewart to Fill Vacancy on Zoning Hearing Board

On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to adopt Resolution #25-48, appointing Ron Stewart to the Zoning Hearing Board to fill the position left vacant by Jeff Nelson, who was appointed to a 3-year term on January 6, 2025. Jeff Nelson's resignation was accepted on May 12, 2025.

Blair's Key Locksmith – Review Quote

At the regular monthly meeting held on Tuesday, September 2, 2025, the Supervisors reviewed a quote from Blair's Key Locksmith to replace the DVR (Digital Video Recorder) unit that is part of the security system in the township building because it was recently discovered that the system is malfunctioning. Since the VFD and the township usually share the expenses related to the security

system, it was decided that Jim Waugh would take the quote to the VFD meeting on Monday, September 8, 2025, to see if the VFD members would be in favor of covering half of the $780.00 DVR unit. Jim Waugh reported that the VFD voted to split the cost of the new DVR unit with the township. On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to accept the quote from Blair's Key Locksmith, for $780.00, to replace the DVR unit that is part of the security system in the township building. The township and the VFD will each pay $390.00.

Employee Wage Adjustment - Vote

On a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to reduce [redacted] hourly rate to $[redacted]/hour, effective September 25, 2025. [redacted] requested the wage reduction for social security/tax purposes.

Committee Reports

VFD

Austin Armstrong, VFD Fire Chief, reported that there were 40 calls in the last 2 months. Of the 40 calls, 3 were building fires, 2 were brush fires, 16 were EMS, 1 was an MVA with no injuries, 1 was a search, 12 were public service, 3 were dispatched and canceled, 1 was a smoke investigation, and 1 was a smoke detector malfunction.

The VFD would like to apply for a grant through the Department of Conservation and Natural Resources (DCNR) to purchase a side-by-side. It is a 50/50 grant, up to $15,000.00, so the VFD could contribute up to $15,000.00 and DCNR would match it (project total could be up to $30,000.00). Austin Armstrong asked the Supervisors if they would allow the VFD to build a small addition (lean-to) onto the township building for storage of the side-by-side. The Supervisors were in agreement to allow the VFD to build an addition onto the township building for storage of a side-by-side.

EMA Office

Tim McGrath, Emergency Management Coordinator, told those in attendance that there is a meeting scheduled for the end of October.

Road

Chrissie Kurelowech read a report submitted by Lew Staub, Roadmaster. The road crew spent 19 days mowing berms, ditched 2 spots, mowed the yard once, erected 3 YIELD signs, and pushed 2 trees off of roads. They stacked 2B gravel, graded 3 roads, spent 2 days putting salt in the building, and checked the roads once.

As for equipment, the air line and the plow lift cylinder were fixed on the 2002 International

Old Business

There was no "Old Business".

New Business

PA Dept. of the Auditor General – Pension Plan Audit Report – Years 2020-2024

Chrissie Kurelowech reported that the Pennsylvania Department of the Auditor General recently issued an audit report for an audit of the township's pension plan. The years included in the audit were 2020 – 2024. However, the

audit report focuses on 2023 and 2024. This is because the auditing procedure recently changed and the auditors only focus on 2 years within an audit period that spans several years. Previously, the auditors performed an in-depth look at every year within an audit period. The audit yielded no findings.

2025 Pension State Aid

Chrissie Kurelowech told those in attendance that the township recently received $4,031.77 in state aid to be used towards meeting the 2025 Minimum Municipal Obligation (MMO), which is $6,267.00 (difference of $2,235.23). Last year, the township received $3,732.13 to put towards meeting the 2024 MMO, which was $7,075.00 (difference of $3,342.87).

2025 Foreign Fire

Chrissie Kurelowech told those in attendance that the township recently received $8,392.56 in foreign fire money from the state and that the money has been given to the Cherrytree Township VFD. This is an increase of $525.61 from last year, when the township received $7,866.95.

Executive Session

The Supervisors and the Secretary went into an Executive Session at 6:31 p.m. and came out at 6:35 p.m. Jim Waugh told those in attendance that the purpose of the Executive Session was to discuss legal advice recently received from Alan Shaddinger, Township Solicitor, regarding the library tax referendum.

The meeting adjourned at 6:37 p.m.

The bills were reviewed by the Board of Supervisors.

Respectfully Submitted,

Christine C. Kurelowech, Secretary-Treasurer