Cherrytree Township Board of Supervisors
Regular Monthly Meeting
Monday, November 3, 2025, 6:00 p.m.

A regular monthly meeting of the Cherrytree Township Board of Supervisors was held on Monday, November 3, 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

There was no "Public Comment".

Minutes/Treasurer's Report

The minutes, from the regular monthly meeting held on Monday, October 6, 2025, were read, accepted, and approved, on a motion made by Shari Nelson, seconded by Jim Waugh, and carried unanimously.

The minutes, from the special meeting (2026 Budget) held on Thursday, October 9, 2025, were read, accepted, and approved, on a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously.

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

Correspondence

PennDOT – Estimated 2026 Liquid Fuels Tax and Turnback Allocations

The township has been notified that its estimated liquid fuels allocation for 2026 is $188,730.66, which is a decrease of $7,219.37 from the liquid fuels allocation that was received in 2025 ($195,950.03). As always, the township will receive $24,240.00 in turnback for maintenance of Dempseytown-Gresham Road.

PA Department of the Auditor General - VFD Relief Assoc. Audit - 2023 & 2024

The PA Department of the Auditor General recently conducted a compliance audit of the Cherrytree Township VFD Relief Association for the period spanning from January 1, 2023 through December 31, 2024. There were no findings and it was noted that appropriate corrective action was taken to address findings from the previous audit.

Jamey Miller-Support for ATV Ordinance and Funding Benson Memorial Library

A Cherrytree Township resident, Jamey Miller, sent correspondence to the Supervisors to let them know that he supports the township legalizing ATV, side-by-side, and snowmobile use on township roads. He said that the Supervisors have cited "liability" as a reason for not passing an ordinance and, in Titusville, "safety" has been cited. He feels that both excuses are baseless and that the township should legalize ATV, side-by-side, and snowmobile use on township roads and make some money from the permits.

Jim Waugh noted that, even if it were legal to ride ATVs, side-by-sides, and snowmobiles on township roads, it is still illegal to ride those vehicles on state roads. Jamey Miller also said that he supports the recent decision made by the Supervisors to pay Benson Memorial Library approximately $1,500.00/year to allow township residents to have free access to the library. He noted that the proposed "library tax" for Venango County property owners is useless to most Cherrytree Township residents because the money will only be used to fund Franklin Library, Oil City Library, and Cooperstown Library. Most of the township residents have never used and will never use those libraries.

PSATS News Bulletin

PSATS Unemployment Compensation Group Trust – 2026 Contribution Rate

The township's Pennsylvania State Association of Township Supervisors (PSATS) Unemployment Compensation Group Trust contribution rate for 2026 will remain unchanged at .09%. This means that the township will be required to pay $90.00 for the first $10,000.00 each employee is paid during the year.

VC Regional Planning Commission–Municipal Solid Waste Manag. Plan Update

The township has been notified that an update to the Venango County Municipal Solid Waste Management Plan is available for public comment. The update is available for review at https://www.venangocountypa.gov/278/Recycling and physical copies can be obtained by visiting the Venango County Courthouse (1st floor – Planning Office) or the Courthouse Annex (Commissioner's Office). Public Comments will be accepted through November 29, 2025.

Zoning

Permits

Z-2025-13	Douglas and Connie Fry	441 Vorhees Road	40' by 42' addition onto existing pole building
Z-2025-14	Jeffrey Jamieson	203 Pioneer Road	30' by 30' detached garage
Z-2025-15	Austin and Stacey Armstrong	4145 State Route 8	20' by 30' greenhouse and 24' by 32' detached garage

Zoning Report

Tim McGrath, Zoning Officer, reported that he has been working with the new owners and neighbors of a small parcel (.51-acre) on South Perry Street to resolve a property line dispute. The new owners live in Titusville and would like to camp on the property. Their camper is registered and moveable, so they are allowed to have it on the property, according to the zoning ordinance. Tim has asked the new owners to correct setback issues.

Administrative Action

Fuel Bids – Approximately 8,000 Gallons – Open, Review, Vote

Only one bid was received for approximately 8,000 gallons of diesel fuel. On a motion made by Shari Nelson, seconded by Jim Waugh, and carried unanimously, the Supervisors voted to accept the bid submitted by Bayless Fuel, LLC. The bid results follow.

	Description	Quantity	Amount over rack price per gallon - Ultra Low Sulphur diesel fuel from United Refining Co. (located in Warren, PA)	Amount over rack price per gallon - Ultra Low Sulphur diesel fuel from another source
Bayless Fuel, LLC	diesel fuel	approximately 8,000 gallons	$0.209	$0.209

UPMC Health Insurance – 2026 Renewal

Chrissie Kurelowech reported that she recently received quotes from Frank Riley, of Loesel-Schaaf Insurance Agency, for employee health insurance (2026). If the township renews the current plan (UPMC Inside Advantage PPO $1,250/$2,500 $20/$40 $15/$30/$50 Rx), the premiums will increase by 3.5%, which will increase the township's health insurance cost by $1,963.44/year ($163.62/month) if the employees continue to pay 10% of the premiums. Frank Riley provided quotes for other plans to the township (UPMC, Highmark, and Aetna), but they were significantly more expensive than the current plan. On a motion made by Jim Waugh and seconded by Shari Nelson, the Supervisors voted to renew the current employee health insurance plan (UPMC Inside Advantage PPO $1,250/$2,500 $20/$40 $15/$30/$50 Rx) for 2026 (Waugh-YES / Nelson-YES / Kellogg-abstained). The employees will continue to pay 10% of the premiums through payroll deductions.

Committee Reports

VFD

There was no report.

EMA Office

There was no report.

Road

Lew Staub, Roadmaster, reported that the road crew spent 2 days mowing berms, pushed 3 trees off of roads, checked the roads twice, spent 7 days grading roads, and spent 12 days blowing leaves. They mowed the yard once, spent 1 day stacking 2B gravel, and spent 1 day stacking antiskid. Hoffman Door installed a new back shed door.

As for equipment, new main fuel filter housing was put on the 2017 Massey Ferguson tractor. The oil and filters were changed on the 2009 International.

Old Business

Oil Creek Township (Crawford County) – Shared Equipment - Roller

Chrissie Kurelowech reported that Oil Creek Township (Crawford County) sold the Beuthling Roller 5110 MDL B200 for $2,000.00 and has paid Cherrytree Township $1,000.00. As decided months ago, Oil Creek Township will keep the Sweepster Rotary Broom and Cherrytree Township will keep the Hydraulic Conveyor 1200 Bermer. Chrissie Kurelowech said that she canceled the Millville Mutual insurance policy that covered the shared equipment and received a refund on the premium ($60.00), half of which was sent to Oil Creek Township (Crawford

County). The Supervisors voted to terminate the shared equipment agreement that Cherrytree Township had with Oil Creek Township (Crawford County) at the regular monthly meeting that was held on Tuesday, September 2, 2025.

New Business

Dental Insurance – New Carrier

Chrissie Kurelowech reported that she recently was notified by Frank Riley, of Loesel-Schaaf Insurance Agency, that the Manufacturer and Business Association will change carriers for dental insurance on January 1, 2026. MetLife was chosen to replace Delta Dental because the number of dentists in the area who no longer accept Delta Dental continues to grow. The township, a member of the Manufacturer and Business Association, will be automatically enrolled in the MetLife plan that matches the current coverage (Delta Dental) and the premiums will be 6% lower than the current Delta Dental premiums.

The meeting adjourned at 6:19 p.m.

The bills were reviewed by the Board of Supervisors.

Respectfully Submitted,

Christine C. Kurelowech, Secretary-Treasurer