

Cherrytree Township Board of Supervisors
Regular Monthly Meeting
Monday, March 2, 2026, 6:00 p.m.

A regular monthly meeting of the Cherrytree Township Board of Supervisors was held on Monday, March 2, 2026, 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, February 2, 2026, were read, accepted, and approved, on a motion made by Shari Nelson, seconded by Jim Waugh, and carried unanimously.

The treasurer's report, for February of 2026, was read, accepted, and approved, on a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously.

Correspondence

Venango County Board of Elections – 2026 Primary Election/General Election

The 2026 primary election will be held on May 19, 2026 and the general election will be held on November 3, 2026. The Venango County Board of Elections has requested permission from the township to use the township building for both elections. The Supervisors were in favor of allowing both the primary election and the general election to be held at the township building. Chrissie Kurelowech will notify the Venango County Board of Elections.

Venango County Tax Claim Bureau – Petition for Judicial Sale

A hearing will be held on April 23, 2026, at the Venango County Courthouse, regarding properties that will soon go up for judicial sale. Any property owners, creditors, etc. should appear at the hearing to show cause, if they have any, to prevent the properties from being sold at judicial sale, free and clear of liens, encumbrances, tax and municipal claims, mortgages, charges and estates. The properties listed were not sold during the last Upset Sale (September 29, 2025) because each property's upset sale price was not met. There is one property in the township on the list and it is located on Fleming Alley (parcel #03,010.-005.-000).

Roughneck Gravel Roubaix – May 22, 2026 and May 23, 2026 – Event Information

Chrissie Kurelowech told the Supervisors that Adam Diem, who represents Oil Valley Endurance, recently notified the township that the 2026 Roughneck Gravel Roubaix, a cycling event, will take place on public roads within the township on May 22, 2026 and May 23, 2026. During the week of May 17,

2026, temporary course signage will be erected, with the signs being removed no later than May 30, 2026. A Certificate of Insurance will be sent to the township within 30 days prior to the event. Chrissie Kurelowech told the Supervisors that there are six routes included in the events and that the following township roads are included in some or all of the routes: Drake Well Road, Miller Farm Road, Carter Road, Old Petroleum Center Road, Pioneer Road, Stone Springhouse Road, Fairview Road, Cherrytree-Plum Line Road, and Shriner Road.

PA DEP–Piney-Seward and Erie South-Piney Trans. Line Rebuild–Tech. Def. Notf. The Pennsylvania Department of Environmental Protection (PA DEP) has reviewed 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, and has noted 101 technical deficiencies. Mid-Atlantic Interstate Transmission, LLC has been given until April 7, 2026 (60 days from the date of the notification letter) to address the issues or PA DEP may consider the applications 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.

PennDOT – Buxton Road Bridge Project – Public Input

The township has received notification that the Pennsylvania Department of Transportation (PennDOT) is seeking public input on a project to rehabilitate a bridge that carries Buxton Road over Prather Creek (near 1023 Buxton Road). The project is scheduled to take place during 2027 and is estimated to take about a month to complete. The public is invited to review the project plans and to submit comments through www.penndot.pa.gov/District 1. Chrissie Kurelowech noted that the township received the letter seeking public comment, which was dated January 28, 2026, on February 4, 2026. Public comment closed on February 6, 2026. This did not allow enough time to discuss the letter with the public at a township meeting. She said that she went on PennDOT's website and submitted a complaint regarding the timeframe for public comment to be submitted and that, due to the timeframe, she questions whether or not PennDOT actually wants input from the public on the project.

PennDOT – Traffic Counting on Municipality Owned Roads

PennDOT has hired a contractor, The Traffic Group, Inc., to collect traffic data on various roads throughout the township sometime between March 2, 2026 and November 19, 2026. The data will be used to improve PennDOT's traffic data inventory, which is critical to safety management. The roads where traffic data will be collected are Cherrytree Road (between Sopher Road and Miles Road), Dempseytown-Gresham Road (between Buxton Road and Fairview Road), Dempseytown-Gresham Road (between Foster Road and Fairview Road), and Dempseytown-Gresham Road (between Buxton Road and Deets School Road).

PennDOT Newsletter

PSATS Newsletter

Zoning

Permits

None

Zoning Report

Tim McGrath, Zoning Officer, reported that he recently attended a zoning training seminar, in Wexford, and learned that a lot of the work that the Planning Commission has been doing to update the zoning ordinance is wrong and changes will need to be made. For example, regulations pertaining to junk need to be in a property maintenance ordinance, not in a zoning ordinance. Zoning is strictly for land use. He will bring this to the Planning Commission's attention at the next meeting (March 16, 2026). The group might have to start meeting twice a month. By making changes now, it will save the township from being taken to court in the future, especially on issues related to enforcement of junk regulations.

Administrative Action

Financial Update

Chrissie Kurelowech went through the current financial situation with the Supervisors before a discussion regarding equipment and gravel was held. She told the Supervisors that, based on quantities and prices for gravel in 2025, she calculated gravel to cost the township \$66,101.00 in 2026 if no 2RC gravel is tailgated this year. She then added estimates for the other projects and materials to arrive at a total of \$376,101.00 that will be needed for all road-related projects and materials during 2026.

gravel	\$66,101.00
grader payment	\$60,000.00
salt brine	\$73,500.00
salt	\$16,500.00
paving (approximate 1.29-mile stretch on Cherrytree Road (Buxton Road to Fairview Road))	\$130,000.00
seal coat (approximate 1.29-mile stretch on Cherrytree Road (Buxton Road to Fairview Road))	\$30,000.00
Total	\$376,101.00

Based on estimated 2026 Liquid Fuels Tax and Turnback (\$212,970.00), an estimate of money carried over in the General Fund from February of 2026 (\$90,000.00), an estimate of 2026 General Fund income that is available to use on road projects (\$87,000.00), and 2025-2026 County Liquid Fuels Aid (\$30,000.00), the township will be left with approximately \$43,869.00 at the end of 2026. However, if the township tailgates 5,000 tons of 2RC gravel in 2026, as it did in 2025, there will be an approximate \$16,386.00 deficit at the end of 2026. She noted that the township has consistently carried over at least \$125,000.00 into January each year for many years, so an estimate of \$43,869.00 is very low and is concerning. This could cause a financial strain for not only January and February of 2027, but for the entire year (2027). Chrissie Kurelowech talked to Lew Staub, Roadmaster, about eliminating the tailgated 2RC gravel for 2026 and he was agreeable to it if the quantity of stockpiled 2RC gravel could be raised from 1,500

tons to 2,000 tons. She also explored the option of delaying the paving project (approximate 1.29-mile stretch on Cherrytree Road, from Buxton Road to Fairview Road) and contacted Buddy Miller, PennDOT Municipal Services Representative, to see if the township could delay the project, but still get the \$30,000.00 in 2025-2026 County Liquid Fuels Aid to use in 2027. Buddy Miller said that he would have to get approval from the Venango County Commissioners and the Venango County Planning Commission, but that it has been done before and it is usually not a problem to roll the money (\$30,000.00) into the next year. No decision was made, regarding 2025-2026 County Liquid Fuels Aid, by the Supervisors.

Paladin 96” Angle Broom – Review Quote and Vote

The Supervisors reviewed a quote, for \$11,100.00, from Five Star Equipment, for a new Paladin 96” angle broom that would be put on the 2017 Massey Ferguson tractor and used to sweep the roads. The township no longer owns a broom since terminating a shared equipment agreement with Oil Creek Township, Crawford County. It was noted that renting a larger piece of equipment (2018 Broce RCT350 road sweeper) would cost approximately \$3,000.00 per month. At the meeting held on Monday, February 2, 2026, Lew Staub asked the Supervisors to consider purchasing a 2018 Broce RCT350 road sweeper for \$42,000.00, but he later was told that the company will only rent it, and will not sell it, because the lead time to get a replacement is too long. On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to purchase a new Paladin 96” angle broom, from Five Star Equipment, for \$11,100.00. It was noted that the bristles will need replaced about every 3 years.

2026 Stone RFQ – Discuss Quantities – Vote to Seek Quotes

A discussion was held regarding the types and quantities of stone that should be quoted. It was noted that the township has the right to reject any items that the Supervisors choose not to purchase after reviewing the quotes. On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to seek quotes for the types and quantities of stone listed below. Chrissie Kurelowech will send out an RFQ (Request for Quote) and have the quotes due before the next regular monthly meeting, which is scheduled for Monday, April 6, 2026, at 6:00 p.m. The Supervisors will review the quotes at that time.

<i>Item #</i>	<i>Item Description</i>	<i>Tons</i>
1	2RC Gravel – Tailgate Delivery	5,000
2	2RC Gravel – Stockpile	2,000
3	AASHTO#57 Type C - Stockpile	600
4	AGGREGATE,#8,AASHTO,TYPE C - Stockpile	1,800
5	2A Limestone – Stockpile	150

Committee Reports

VFD

Austin Armstrong, VFD Fire Chief, reported that there were 10 calls since the last meeting. Of the 10 calls, 6 were EMS, 1 was to assist the state police with traffic control, 1 was dispatched and canceled, 1 was an MVA, and 1 was public service.

The VFD has been awarded 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 can contribute up to \$15,000.00 and DCNR will match it.

EMA Office

There was no report.

Road

Lew Staub, Roadmaster, reported that the road crew spent 2 days pushing drifts back with the grader, spent 5 days pushing roads back with the grader, plowed and put antiskid down 5 times, put antiskid down 6 times (no plowing), spent 2 days stacking antiskid, and checked the roads once.

As for equipment, 2 lights were replaced in the garage, 1 day was spent working on the bearings on the leaf blower, and a spreader bearing on the 2009 International was changed. A spreader light, and a tail light and bracket, were put on the 2002 International. The grader was washed.

Old Business

There was no “Old Business”.

New Business

STV, Inc. – Bridge Inspection Report – Fairview Bridge – October 2, 2025

The township has received a report, from STV, Incorporated, regarding an inspection of the Fairview Bridge that took place on October 2, 2025. On a scale of 0 to 5, with 0 being the most critical and 5 being the least critical, there were no findings marked as 0 (“Critical – Immediate response required”) or 1 (“High Priority – As soon as work can be scheduled”). There were four recommendations marked as 3 (“Schedule – Add to scheduled work”) including:

Backfill the channel scour upstream and underneath the bridge

Remove vegetative debris

Update approach guiderail to meet current PennDOT standards

Repair delaminated concrete along far bridge seat under beam 1

There were five recommendations marked as 4 (“Program – Add to programmed work”) including:

Raise pavement at both near and far approach roadways along bridge deck joints to eliminate bump at bridge

Repair the spalled diaphragm in bay 1 at the near abutment and the spalled diaphragm to the left of beam 1 at the far abutment

Repair the 2-foot long edge spall in the near left and near right bridge rails

Seal cracks in exposed concrete deck overhangs

Seal cracks in abutments and replace stem/wingwall joint material

There was one recommendation marked as 5 (“Routine – As per existing maintenance schedule”):

Clean/flush deck to remove roadway debris

Township Building – Water Damage Update

Chrissie Kurelowech reported that she received a document, from the insurance adjuster, listing the repairs that must be made to the township building to recover from the damage caused by a burst water pipe in January. Repairs are listed by room/area and a cost estimate is included for each repair. The repairs include: replacing the drywall and insulation that was removed, replacing the insulation in the ceiling that was damaged by the water, replacing all of the ceiling tiles in both hallways, replacing the baseboards in both hallways and in the hallway closet, priming and painting both hallways and the hallway closet, cleaning the carpet in both hallways and in the meeting room, and cleaning, stripping, and waxing the floors in both the women's restroom and men's restroom. The estimate for all repairs is \$3,742.61. Chrissie Kurelowech told the Supervisors that the township can hire a contractor or do the work itself. Either way, the work will be inspected by the insurance adjuster before the insurance company issues a payment. The Supervisors did not feel the estimate offered by the insurance adjuster was high enough to cover labor and materials and asked Chrissie Kurelowech to obtain some quotes for their review.

2026 Liquid Fuels Tax and Turnback

Chrissie Kurelowech reported that the township received, on March 1, 2026, \$192,817.15 in Liquid Fuels Tax Revenue, which is \$3,132.88 less than last year. Additionally, \$24,240.00 was received in Liquid Fuels Turnback revenue for Dempseytown-Gresham Road.

The meeting adjourned at 6:25 p.m.

The bills were reviewed by the Board of Supervisors.

Respectfully Submitted,

Christine C. Kurelowech, Secretary-Treasurer