

Cherrytree Township Board of Supervisors
Regular Monthly Meeting
Monday, April 7, 2025, 6:00 p.m.

A regular monthly meeting of the Cherrytree Township Board of Supervisors was held on Monday, April 7, 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 Nelson told the Supervisors that he wished to resign from the Zoning Hearing Board. Chrissie Kurelowech asked him to resign in writing and he said that he would do so.

Jeff Nelson asked how to go about subdividing his property. He was advised to hire a surveyor and to take the survey maps to the township for approval and to the county for approval. Chrissie Kurelowech noted that the township fee for a subdivision is \$65.00 and that there is a fee for the county as well, but that he would have to contact the Venango County Regional Planning Commission for the exact amount of the county's subdivision fee.

Andrew Donaldson asked the Supervisors to grade Breedtown Road, between the airport and Stone Springhouse Road. Lew Staub, Roadmaster, said that the road crew would take care of it.

Minutes/Treasurer's Report

The minutes, from the regular monthly meeting held on Monday, March 3, 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 March of 2025, was read, accepted, and approved, on a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously.

Correspondence

PSATS – 2025 Proposed Resolutions and Nominations Report

The Pennsylvania Association of Township Supervisors (PSATS) has provided proposed resolutions and nominations that will be considered at the PSATS Annual Conference, which is scheduled from May 4, 2025 – May 7, 2025. Shari Nelson plans to attend the conference.

PSATS News Bulletin

Oil Region Alliance - Membership

The Oil Region Alliance is seeking new members. A membership for a municipality would cost \$50.00, \$500.00, or \$5,000.00, depending upon size.

Zoning

Permits

Z-2025-02	Gail Henderson	1937 Meadville Road	extend garage roof for 15' by 36' pavilion
Z-2025-03	Tracy and Ty Brown	4796 State Route 8	addition to existing veterinary clinic

Zoning Report

There was no Zoning Report.

Administrative Action

Resolution #25-41 – Mayersky Single Residence Sewage Treatment Plant

On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to adopt Resolution #25-41, approving a single residence sewage treatment plant for Mark and Sandra Mayersky at 1062 Old Petroleum Center Road.

Current Financial Report

Chrissie Kurelowech gave the Supervisors a brief financial report before quotes for stone were reviewed and considered. She said that her best guess for the amount of money that the township can spend on stone, paving, and seal coating in 2025 is \$300,000.00. This estimate is based on the amount of money that the township carried over from 2024 (\$281,979.38), the 2025 Liquid Fuels Tax (\$195,950.03) and Turnback (\$24,240.00), the grader payment (\$59,500.08), an estimate for salt brine (\$70,000.00), an estimate for salt (\$16,000.00), and the fact that the township consistently carries over at least \$100,000.00 to \$150,000.00 every year.

2025 Stone RFQ – Review Quotes and Vote

Quotes for stone from Hillside Stone, Hasbrouck Sand & Gravel, IA Construction Corp., and Glenn O. Hawbaker were reviewed by the Supervisors. The lowest bidders and prices for each item appear in the table below.

A lengthy discussion regarding 2A Limestone for Cherrytree-Plum Line Road took place. The lowest quote for 1,400 tons of 2A Limestone to be tailgated on Cherrytree-Plum Line Road, from the Carey farm to Route 27 (approximately 0.80-mile), was \$34,160.00. Cherrytree Township and Plum Township share maintenance responsibilities for Cherrytree-Plum Line Road (approximately 1.8-mile), but Chrissie Kurelowech said that Plum Township is not interested in splitting the cost of the tailgated 2A Limestone with Cherrytree Township. Their Supervisors feel it would be less expensive to tar and chip the road. Lew Staub, Roadmaster, said that both townships share the responsibility of plowing, grading, and ditching along the entire 1.8-mile stretch. He said that, many years ago, Cherrytree Township maintained half the road, from Fairview Road towards the Carey farm, and Plum Township maintained the other half, from Route 27 towards the Carey farm, but that there has never been a written agreement between both townships and, in recent years, both townships have maintained the entire length of the road. The Supervisors discussed possibly attending a regular monthly meeting of the Plum Township Board of Supervisors to discuss the need for 2A Limestone on the road and to ask them to split the cost. They also discussed entering into a written agreement with Plum Township to divide the maintenance as it was divided

many years ago, with Cherrytree Township maintaining the end towards Fairview Road and Plum Township maintaining the end towards Route 27. Chrissie Kurelowech will contact Alan Shaddinger, Township Solicitor, to obtain advice on the possibility of entering into a legal agreement with Plum Township to divide the road near the Carey farm, with each township performing all of the maintenance on just half of the road, as opposed to both townships being responsible for maintaining the entire road. The Supervisors decided to reject Item #6 (2A Limestone – Tailgate Delivery, 1,400 tons) and to put another RFQ (Request for Quote) out for the same quantity that will be reviewed at the next regular monthly meeting.

The Supervisors also discussed whether to purchase Item #1 (AS1 Antiskid – Stockpile, 1,800 tons) or Item #5 (AGGREGATE,#8,AASHTO,TYPE C – Stockpile, 1,800 tons) for next winter. Item #5 is also known as “1B Gravel”. Lew Staub said that the road crew used 1B Gravel when they ran out of antiskid this winter and that it works better than antiskid. However, the quote for 1B Gravel was \$9,000.00 higher than the quote for antiskid. The Supervisors decided to purchase Item #5 (AGGREGATE,#8,AASHTO,TYPE C – Stockpile, 1,800 tons) and to reject the quote for Item #1 (AS1 Antiskid – Stockpile, 1,800 tons).

The quote for Item #2 (2RC Gravel – Tailgate Delivery, 14,400 tons) was \$192,816.00. The Supervisors discussed reducing the quantity in an effort to make more money available for other summer projects. They asked Lew Staub if he thought paving and seal coating should be done this year and he said that he feels South Perry Street needs paved and Breedtown Road needs a seal coat. The Supervisors decided to reject the quote for Item #2 (2RC Gravel – Tailgate Delivery, 14,400 tons) and to put another RFQ out for a significantly lower quantity (5,000 tons).

On a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to award Item #3 (2RC Gravel – Stockpile, 1,500 tons), Item #4 (AASHTO#57 Type C – Stockpile, 600 tons), and Item #5 (AGGREGATE,#8,AASHTO,TYPE C – Stockpile, 1,800 tons) to the lowest bidder, Hasbrouck Sand & Gravel, Inc., to award Item #7 (2A Limestone – Stockpile, 150 tons) to the lowest bidder, IA Construction Corp., to reject Item #1 (AS1 Antiskid – Stockpile, 1,800 tons), Item #2 (2RC Gravel – Tailgate Delivery, 14,400 tons), and Item #6 (2A Limestone – Tailgate Delivery, 1,400 tons), and to put out an RFQ for 1,400 tons of 2A Limestone (tailgated) and 5,000 tons of 2RC Gravel (tailgated). The total for the items that were awarded is \$58,281.00. The full bid results are attached.

<i>Item #</i>	<i>Item Description</i>	<i>Tons</i>	<i>Cost Per Ton</i>	<i>Total Cost</i>	<i>Vendor</i>	
1	AS1 Antiskid – Stockpile	1,800	\$9.39	\$16,902.00	Hasbrouck Sand & Gravel, Inc.	Rejected
2	2RC Gravel – Tailgate Delivery	14,400	\$13.39	\$192,816.00	Hasbrouck Sand & Gravel, Inc.	Rejected
3	2RC Gravel – Stockpile	1,500	\$13.39	\$20,085.00	Hasbrouck Sand & Gravel, Inc.	Awarded

4	AASHTO#57 Type C – Stockpile	600	\$14.89	\$8,934.00	Hasbrouck Sand & Gravel, Inc.	Awarded
5	AGGREGATE,#8,AASHTO, TYPE C – Stockpile	1,800	\$14.39	\$25,902.00	Hasbrouck Sand & Gravel, Inc.	Awarded
6	2A Limestone – Tailgate Delivery	1,400	\$24.40	\$34,160.00	IA Construction Corp.	Rejected
7	2A Limestone – Stockpile	150	\$22.40	\$3,360.00	IA Construction Corp.	Awarded

Salt Brine – 150,000 Gallons – Vote to Seek Bids

On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to put 150,000 gallons of salt brine out for bid and plan to use it as dust suppressant. The salt brine must not be regulated by the Pennsylvania Department of Environmental Protection (PA DEP) and must contain at least 25% chlorides. Bids will be opened and reviewed at the next regular monthly meeting.

Paving – South Perry Street

On a motion made by Shari Nelson, seconded by Jim Waugh, and carried unanimously, the Supervisors voted to seek bids to pave approximately 1.10-mile of South Perry Street, from the city line, west into the township. Bids will be opened and reviewed at the next regular monthly meeting.

Seal Coating – Breedtown Road and South Perry Street

On a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to seek bids to put a seal coat on Breedtown Road (1.70-mile, from Old Route 8 to Cherrytree Road) and on South Perry Street (1.10-mile, from the city line, west into the township). The bid packet will have three options for bidders so the Supervisors can choose Breedtown Road, South Perry Street, both roads, or they can reject all of the bids. Bids will be opened and reviewed at the next regular monthly meeting.

Committee Reports

VFD

Tom Huffman, VFD Fire Chief, reported that there were 16 calls since the last meeting, 1 of which was in Crawford County and 15 of which were in Venango County. The call in Crawford County was dispatched and canceled. Of the calls in Venango County, 1 was a building fire, 2 were passenger vehicle fires, 2 were brush fires, 4 were EMS, 1 was a gas leak, 4 were public service, and 1 was a good intent call (medical alert – false alarm).

The spring shoots are ongoing and will be held every Tuesday evening through Tuesday, April 15, 2025. The doors will open at 5:30 p.m. and the shooting will begin at 6:00 p.m.

The annual gun raffle will be held on Saturday, June 28, 2025. The doors will open at 3:30 p.m., food will be available at 4:00 p.m., and the gun raffle will begin at 4:30 p.m. Almost every VFD member has tickets to sell and tickets are also available in the township office.

Discussion was held about the possibility of passing an ordinance that would fine property owners for false fire alarms after a certain number occur within a 12-

month period. The purpose is to provide incentive to repair malfunctioning alarm systems, which would help the VFD to conserve resources. Cross Creek Resort had 29 false alarms in 2024, 8 in 2023, and 16 in 2022, making its 3-year total 53 calls. The Supervisors were in favor of passing a false alarm ordinance. Chrissie Kurelowech will contact Alan Shaddinger, Township Solicitor, to start the process.

EMA Office

There was no report.

Road

Lew Staub, Roadmaster, reported that the road crew hauled 2B to soft spots, put antiskid down twice, checked the roads twice, spent 9 days scraping roads with the grader, and spent 3 days dragging roads with the tractor. They spent 7 days pushing trees and limbs off of roads and opening pipes with a backhoe. The road crew also replaced 2 stolen STOP signs, spent a day cold patching blacktops, spent a day restocking antiskid, spent 4 days sweeping blacktops, and spent 1 day blowing leaves.

As for equipment, 7 days were spent working on the 2014 Dodge oil pan and clutch. A new fan hub was put on the 2007 JCB backhoe, the oil and filters were changed on the 2017 Massey Ferguson tractor, and new front tires were put on the 2019 JCB backhoe. Additionally, 2 days were spent working on new brakes and drums for the 2019 JCB backhoe.

Lew Staub also reported that the township has been in contact with PennDOT regarding the upcoming Route 8 paving project. PennDOT will soon pave Route 8, from Cross Creek Resort to Sopher Road. The last time PennDOT paved that stretch of road, it also paved 54 ft. onto Sopher Road. This time, PennDOT will only pave 5 ft. onto Sopher Road and has told the township to contact the contractor to work out a deal if the township wants pavement 54 ft. onto Sopher Road. The township will reach out to the contractor in an effort to get the 54 ft. paved at no cost.

Old Business

There was no Old Business.

New Business

GAI Consultants, Inc. – FirstEnergy Co. – Transmission Line Rebuild - Permits

GAI Consultants, Inc. has notified the township of Mid-Atlantic Interstate Transmission, LLC's intent to submit an application to the Pennsylvania Department of Environmental Protection (PA DEP) for the following permits necessary for the Piney-Seward and Erie South-Piney 115-kV Transmission Line Rebuild Project: Pennsylvania Water Obstruction and Encroachment Permit and United States Army Corps of Engineers Section 404 Permit. PA DEP will accept comments on the land use aspects of the project for 30 days. Chrissie Kurelowech told those in attendance that 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. Chrissie Kurelowech noted that the application says that the project meets the provisions of the Cherrytree Township Zoning Ordinance and that "zoning approval" has been received and is attached, but no application for a zoning permit has been submitted to the township and no documentation is attached to the PA DEP application. The township has also, more recently, received another

document, seeking a signature from the Cherrytree Township Zoning Officer to acknowledge zoning approval. Chrissie Kurelowech said that she gave the second document to Tim McGrath, Zoning Officer, for review. Lew Staub, Roadmaster, noted that the construction of the transmission line could bring a lot of heavy equipment to the township roads and that the contractor could be required to bond the roads for excessive use. Chrissie Kurelowech will contact GCI Consultants, Inc. and/or Mid-Atlantic Interstate Transmission, LLC to make sure they are aware of this and that proper permits are obtained, if necessary, to bond township roads before construction begins.

Venango County Reg. Planning Comm. – Intergovernmental Agree. for Surveyor

Chrissie Kurelowech reported that the Venango County Regional Planning Commission (VCRPC) is encouraging municipalities to pass, by resolution, an “Intergovernmental Agreement to Jointly Pursue Surveyor”. Alex Shreffler, of the VCRPC, said that the township could pass the resolution at any time, it would not be binding, there is no cost, and the purpose of the agreement (reason there is a need for a large amount of survey work) is to correct floodplain permits that were issued in error because the applicant did not provide the correct elevations. The Supervisors did not express an interest in passing an “Intergovernmental Agreement to Jointly Pursue Surveyor”.

Chrissie Kurelowech said, while talking to Alex Shreffler, she learned that the VCRPC will send enforcement letters to property owners who are violating floodplain regulations. There are three properties in the township that were cited by the Federal Emergency Management Agency (FEMA) for floodplain violations during a recent audit. There would be no cost to the township, but the VCRPC would not do anything beyond sending letters, so if the property owners ignore the letters, the township would need to pursue more aggressive enforcement. No decision was made.

STV, Inc. – Bridge Inspection Report – Barker Bridge – October 1, 2024

The township has received a report from STV, Incorporated regarding an inspection of the Barker Bridge that took place on October 1, 2024. On a scale of 0 to 5, with 0 being the most critical and 5 being the least critical, there was one recommendation marked as 3 (“Schedule – Add to Scheduled Work”):

Update approach guiderail

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

Repair delaminated area in cheek wall

Repave both approaches

Repair spalling

Remove downed tree

Titusville News-Journal - Subscription

Chrissie Kurelowech asked the Supervisors for permission to purchase a subscription to Titusville News-Journal, at a cost of \$39.00. The legal notices are not available online without a subscription and Chrissie Kurelowech needs to make

sure the ads appear in the paper on the correct dates, especially when advertising for bids. It has been taking several weeks, and sometimes months, to get the proofs of publication from Titusville News-Journal after the ads appear. The Supervisors were in favor of purchasing a subscription to Titusville News-Journal for the township.

Regular Monthly Meeting – May 2025

The Supervisors were in agreement to reschedule the next regular monthly meeting from Monday, May 5, 2025 to Monday, May 12, 2025. The meeting will begin at 6:00 p.m. The reason for the date change is that Shari Nelson will be at the Pennsylvania State Association of Township Supervisors (PSATS) Convention on Monday, May 5, 2025 and, due to advertising requirements for bids and the fact that Titusville News-Journal only publishes once a week, an extra week will allow plenty of time to work with PennDOT on the bid packets and to get the ads to Titusville News-Journal in time to meet the advertising requirements.

The meeting adjourned at 7:07 p.m.

The bills were reviewed by the Board of Supervisors.

Respectfully Submitted,

Christine C. Kurelowech, Secretary-Treasurer