

Cherrytree Township Board of Supervisors
Regular Monthly Meeting
Monday, May 4, 2026, 6:00 p.m.

A regular monthly meeting of the Cherrytree Township Board of Supervisors was held on Monday, May 4, 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

Ginny Pokoj thanked the road crew for cleaning the ditch near her mailbox on Stone Springhouse Road. She expressed concern regarding the portion of Stone Springhouse Road that runs from the bridge to Fairview Road. She said that the road is a mess. There are many potholes, and ditch dirt is piled along the ditches, making it difficult for two cars to pass without one car going into the ditch. Jim Waugh noted that the road crew cannot grade the roads until it stops raining. Lew Staub, Roadmaster, said that he is aware of the fact that ditch work needs to be done on Stone Springhouse Road. He also said that the gravel along the edges of the road is drying.

Jill Miller and Cheryl Anderson thanked the road crew for cleaning the ditches near their homes on South Perry Street and asked when the road will be swept. Lew Staub said that a new broom has been ordered, but is not expected to arrive until the end of June. He noted that all deliveries seem to be later than expected this year and that it took the new blades more time to arrive as well.

Administrative Action

Salt Brine – 150,000 Gallons – Review Bids and Vote

One bid was received for approximately 150,000 gallons of salt brine (not regulated by PA DEP, guaranteed to contain at least 25% chlorides) to be delivered and applied, as directed by the township, for the purpose of suppressing dust. Seneca Mineral Company bid \$0.51/gallon (\$76,500.00). On a motion made by Rob Kellogg, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to accept the only bid submitted, for approximately 150,000 gallons of salt brine (not regulated by PA DEP, guaranteed to contain at least 25% chlorides), from Seneca Mineral Company, for \$0.51/gallon (\$76,500.00). The full bid results are attached.

Paving – Cherrytree Road

Bids to pave an approximate 1.29-mile stretch of Cherrytree Road (from Buxton Road to Fairview Road) were opened, read aloud, and reviewed by the Supervisors. The bid packet included one item, approximately 1,971 tons of Superpave 19.0 mm binder course. Bids were received from 5 companies: Shields

Asphalt Paving Inc., Glenn O. Hawbaker Inc., Protech Asphalt Maintenance Inc., O. Cross Paving LLC, and Lindy Paving Inc. Shields Asphalt Paving Inc. was the lowest bidder at \$76.23/ton for a total of \$150,249.33. After a brief discussion, the Supervisors decided against paving in 2026, due to tight finances, and said they will consider putting the project out for bid again in 2027. On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to reject all bids. The township has been awarded \$30,000.00 in 2025-2026 County Liquid Fuels Aid to put towards the project. Buddy Miller, PennDOT Municipal Services Representative, was in attendance and said that he would contact the Venango County Commissioners to let them know that the money will not be used this year and that the township plans to put the project out for bid again and use the \$30,000.00 in 2027 instead. He said that the money will most likely be put into an escrow account until the township uses it next year. The full bid results are attached.

Seal Coating – Cherrytree Road

Bids to seal coat an approximate 1.29-mile stretch of Cherrytree Road (from Buxton Road to Fairview Road) were opened, read aloud, and reviewed by the Supervisors. The bid packet included one item, approximately 13,624 square yards (SY) of single asphalt seal coat (Polymer Modified) to be furnished and applied to Cherrytree Road, from Buxton Road to Fairview Road. Bids were received from 3 companies: Russell Standard Corporation, Midland Asphalt Materials Inc., and Suit-Kote Corporation. The lowest bidder was Russell Standard Corporation at \$3.23/SY for a total of \$44,005.52. Because the paving project on Cherrytree Road had been delayed until next year, it made no sense to award a contract for seal coating on the same stretch of road. On a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to reject all bids. The full bid results are attached. Buddy Miller, PennDOT Municipal Services Representative, suggested that the Supervisors think about joining the Oil Region Council of Governments (OR COG). He said that the township would most likely see lower prices on future projects by joining the OR COG and noted that the OR COG handles all of the advertising for bids.

Water Damage–Replace Boards in Hallway–Review Options–VFD or Tim Snyder

The text below was taken from the minutes of the regular monthly meeting that took place on Monday, April 6, 2026:

“One quote was received for repairs that must be made to the township building to recover from the damage caused by a burst water pipe in January. The insurance adjuster provided a list of repairs by room/area and a cost estimate 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 the men’s restroom. The estimate provided by the insurance adjuster is \$3,742.61. A quote was received from Tim Snyder for \$3,291.04, which includes items covered by the insurance (with the exception of cleaning the carpet in both hallways and in the

meeting room, cleaning, stripping, and waxing the floors in both the women's restroom and the men's restroom, deodorization, and removal of furniture), and a quote was received from Tim Snyder for \$1,800.00, which includes an item not covered by the insurance, replacing the wood in the area where drywall was removed in the hallway. Near the bottoms of the boards, there is evidence of water damage that came from seepage (most likely water running off of the roof). The siding on the outside of the building will need removed, the sheathing will need removed, replaced, and sealed, and the siding will need installed. Chrissie Kurelowech said that she was told by the insurance adjuster that the damage from seepage will need replaced because it is in a public building. However, the adjuster said that the seepage could not have occurred as a result of the burst water pipe and, consequently, the insurance company will not pay to repair it. Austin Armstrong, VFD Fire Chief, said that the VFD might be able to replace the damaged wood for less money than it would cost to hire a contractor, but that the VFD would need to discuss it at its next meeting (Monday, April 13, 2026). On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to accept Tim Snyder's quote of \$3,291.04 to make the repairs covered by the insurance company (with the exception of cleaning the carpet in both hallways and in the meeting room, cleaning, stripping, and waxing the floors in both the women's restroom and the men's restroom, deodorization, and removal of furniture). At its next meeting (Monday, April 13, 2026), the VFD will discuss replacing the damaged wood in the hallway. At the next regular monthly meeting, the Supervisors will decide whether to have the VFD replace the damaged wood (if the VFD has an interest in doing it) in the hallway or to hire Tim Snyder to do it at a cost of \$1,800.00."

Chrissie Kurelowech asked Austin Armstrong, VFD Fire Chief, if any decision was made by the VFD at its most recent meeting regarding the replacement of the boards in the hallway that were damaged by seepage and he said that the VFD had already made the repair. Chrissie Kurelowech will contact Tim Snyder and ask him to put the repairs that will be covered by the insurance company (with the exception of cleaning the carpet in both hallways and in the meeting room, cleaning, stripping, and waxing the floors in both the women's restroom and the men's restroom, deodorization, and removal of furniture) on his schedule to be completed as soon as possible. Many thanks to Austin Armstrong and the VFD for quickly repairing the damage caused by seepage.

Resolution #26-43 – Establish Rules for Public Meetings - Vote

On a motion made by Shari Nelson, seconded by Jim Waugh, and carried unanimously, the Supervisors voted to adopt Resolution #26-43, establishing public comment procedures and meeting decorum rules in accordance with the Pennsylvania Sunshine Act. Chrissie Kurelowech read the following rules aloud, which are specified in Resolution #26-43.

- 1. Public Comment Opportunity: Public comment shall be provided at designated times, including prior to official action.*
- 2. Eligibility: Reserved for residents and taxpayers; others may speak at Board discretion.*
- 3. Sign-In Requirement: All speakers must sign in prior to speaking.*

4. *Time Limits: 5 minutes per speaker; 30 minutes total unless extended.*
5. *Procedures: State name and municipality; address Board; stay on topic.*
6. *Decorum: No interruptions, personal attacks, profanity, or disruptive behavior.*
7. *Enforcement: Chair may enforce rules, warn, and remove disruptive individuals.*
8. *No Response Required: Board is not required to respond during comment.*
9. *Consistency: Applied uniformly without regard to viewpoint.*
10. *Effective Date: Effective immediately upon adoption.*

Planning Commission

- **Recommendations on Pursuing an Ordinance to Legalize ATV, Side-By-Side, and Snowmobile Use on Township Roads**
- **Consider and Vote**

Tucker Gregg, Chairman of the Cherrytree Township Planning Commission, presented a recommendation, made by the Planning Commission, regarding the possible legalization of ATV, side-by-side, and snowmobile use on township roads. He told those in attendance that the Planning Commission recommends that the Supervisors deny the proposed ATV/UTV road use ordinance and went through the following considerations that support the Planning Commission's recommendation for denial (italicized text below taken directly from Tucker Gregg's letter to the Supervisors):

1. ***Health, Safety, and Welfare:*** *The Township's first duty is the protection of residents' health, safety, and welfare. Opening Township roads to ATV/UTV use introduces additional safety risks for motorists, residents, pedestrians, and property owners. Existing concerns about unauthorized ATV/UTV activity already exist within the Township, and legalization may increase activity and normalize additional traffic that is incompatible with the Township's rural road environment and resident quality of life.*
2. ***Practical Enforcement Limitations:*** *The Township does not have practical enforcement resources to police route restrictions, time-of-day limitations, speed, noise, and user compliance. Reliance on state police with extended response times is not an effective substitute for local, routine enforcement. The Commission further notes that any reliance on volunteer or third-party enforcement support was viewed as uncertain and unsustainable long-term. Questions remain as to who would realistically enforce violations once an ordinance is adopted, and how predictable compliance would be achieved in practice.*

3. ***Liability Exposure and Legal Risk:*** *The Planning Commission understands that concerns raised by the Township Solicitor regarding municipal liability have been cited as a factor in prior deliberations. Adoption of an ordinance opening roads to ATV/UTV use may increase exposure in the event of accidents, injuries, or road-related incidents. Where enforceability is limited, the Township may face heightened risk without a practical means to mitigate it.*
4. ***Consistency with Existing Pennsylvania Law:*** *Current Pennsylvania law does not permit ATV/UTV operation on Township roads absent a local ordinance. The Township's current position is not creating a new prohibition; it is maintaining compliance with existing law. The Planning Commission believes the Township is on solid footing by continuing to uphold state law rather than creating an exception that would require ongoing enforcement capacity the Township does not possess.*
5. ***Lack of Demonstrated Local Economic Benefit:*** *Claims of economic development or tourism benefit were viewed as speculative and not compelling as applied to Cherrytree Township specifically. No clear demonstration was provided that local businesses within the Township would receive meaningful benefit. The Commission's view is that the primary benefits appear to accrue elsewhere, while risks and burdens would be borne locally by Township residents.*
6. ***Alignment with Township Planning Priorities:*** *The Planning Commission believes the proposal does not align with core township planning principles, including protection of public safety, preservation and wise stewardship of Township assets, and stable and enduring community development. The Township should not accept increased risk, conflict, and nuisance impacts absent a clear and enforceable public benefit to Township residents.*
7. ***Connector Role Should Not Override Local Interests:*** *The Planning Commission notes that Cherrytree Township appears to be targeted largely as a route interconnector. The Township should not assume additional risk primarily to serve surrounding municipalities or broader trail connectivity objectives when local benefits are not demonstrated and enforcement capacity is limited.*

On a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to deny the proposed ATV/UTV ordinance, basing the decision on the recommendation of the Cherrytree Township Planning Commission, advice from the township solicitor regarding potential liability, and concerns related to safety, enforcement, and the overall impact on the township. The Board has determined that adopting an ordinance legalizing ATV, side-by-side, and snowmobile use on township roads is not in the best interest of the township.

Minutes/Treasurer's Report

The minutes, from the regular monthly meeting held on Monday, April 6, 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 April of 2026, was read, accepted, and approved, on a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously.

Correspondence

None

Zoning

Permits

Z-2026-02	Duane and Lorraine Burrows	4716 State Route 8	wrap-around deck – no roof
Z-2026-03	Andrew and Rachel Schwab	853 Fairview Road	24' by 28' addition to existing home

Zoning Report

Tim McGrath, Zoning Officer, reported that he has received another zoning application for 1184 South Perry Street. The owner would like to extend the recently constructed fence. Tim McGrath noted that the owner has placed barbed wire around the property.

Tim McGrath reported that he continues to work with the Planning Commission to move forward with changing the zoning ordinance to include more enforcement options.

Committee Reports

VFD

Austin Armstrong, VFD Fire Chief, reported that there were 9 calls since the last meeting. Of the 9 calls, 3 were EMS, 1 was to assist the state police with traffic control, 1 was a structure fire, 3 were public service, and 1 was a fire alarm.

EMA Office

There was no report.

Road

Lew Staub, Roadmaster, reported that the road crew spent 3 days working on storm damage, 8 days scraping roads, 8 days blowing leaves, and 3 days stacking limestone and #57 gravel. They pushed 2 trees off of roads, checked the roads once, installed a driveway pipe, mowed the yard twice, took the spreader off of the 2002 International, and installed 2 new crossover pipes.

As for equipment, the windshield and the air tank braces were replaced on the 2009 International, the front cutting edge was changed on the 2019 JCB backhoe. The new broom is expected to be delivered at the end of June.

Lew Staub asked the Supervisors if they would consider replacing the rusty spreaders this year since the paving project was canceled. The Supervisors were in favor of getting quotes for new spreaders. Tim McGrath said that he could possibly have the metal parts of the spreaders replaced for less money and that he would get prices.

Lew Staub noted that the road crew has been unable to do a lot of ditching this year due to the weather.

Old Business

Local Share Account (LSA) Grant Update

The township has been awarded a Local Share Account (LSA) grant, through the PA Department of Community and Economic Development (DCED), for approximately \$179,543.00, to be used to purchase new radio equipment for the VFD. Chrissie Kurelowech told those in attendance that, after the last regular monthly meeting (April 6, 2026), Austin Armstrong, VFD Fire Chief, asked her about insurance and ownership of the new equipment, specifically, who would be responsible for insuring the new equipment (township or VFD), since the grant application and the quote from Mobilcom are both in the township's name, as required by LSA. She reached out to her contact at DCED and learned that the contact was no longer at DCED and that the township's contract would be managed by another individual. Once she was contacted by the new LSA liaison, she asked the question about ownership and insurance and learned that the VFD is responsible for insuring the equipment because of the "on behalf of" phrase in the award letter. Since the township applied for the equipment "on behalf of" the VFD, the VFD will own the equipment and be responsible for insuring it. The quote from Mobilcom includes a \$1,200.00 charge for "first year warranty support", but the grant will not cover the cost of any warranties, so the VFD will need to decide whether or not to purchase the "first year warranty support". Once a decision is made, Chrissie Kurelowech will have Shari Nelson and Rob Kellogg sign the quote and will send it back to Mobilcom, which will send an invoice to the township. Chrissie Kurelowech will then use the invoice to request 50% of the funds from LSA because Mobilcom requires 50% down at the time the equipment is ordered. Once the equipment is ordered, it usually takes about 90 days for the equipment to arrive and be fully installed. Chrissie Kurelowech will request the final 50% from LSA once all of the equipment is installed. The equipment upgrade is necessary to make the VFD's radio system P25 compliant since Venango County is upgrading its system. Included in the upgrade are 8 radios for the trucks, 2 radios for the station, 20 handheld radios, 20 pagers, 20 chargers, a 6-unit charger for the VFD's engine, antennas, cables, and an apparatus for the station.

New Business

Moratorium on Data Centers - Discuss

Shari Nelson suggested putting a moratorium on data centers in place for the township. Tim McGrath, Zoning Officer, explained that a moratorium would put any data center permitting/development on hold for up to 6 months to allow the Planning Commission to understand the impacts of data centers, to put regulations into a draft amendment to the zoning ordinance, and to send the draft amendment to the Supervisors who would follow the required procedures to pass it. He noted that the township currently has nothing to regulate data centers. The Supervisors were in favor of passing a moratorium and asked Chrissie Kurelowech to contact Alan Shaddinger, Solicitor, for his opinion on the process that the township will need to follow. It was unclear as to whether the township will need to adopt a resolution or pass an ordinance to put the moratorium in place. Shari Nelson noted that the township has not been contacted by any company at this point, regarding data center development, but that the township is simply preparing for the future.

Liquid Fuels Audit for Years 2022 Through 2025

Chrissie Kurelowech reported that an audit of the township's Liquid Fuels Tax Fund, for the years of 2022, 2023, 2024, and 2025, was recently completed (April 22, 2026) by the PA Department of the Auditor General. There were no findings. The final report will be sent to the township in the upcoming months.

Clean-Up Weekend – June 6, 2026 and June 7, 2026 - VFD

Chrissie Kurelowech reminded those in attendance that Clean-Up Weekend will take place on Saturday, June 6, 2026 and Sunday, June 7, 2026. She asked if the VFD plans to monitor the event and collect donations for the VFD, as in past years. Members of the VFD said that it would be discussed at their monthly meeting, scheduled for Monday, May 11, 2026.

The meeting adjourned at 6:40 p.m.

The bills were reviewed by the Board of Supervisors.

Respectfully Submitted,

Christine C. Kurelowech, Secretary-Treasurer