

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

A regular monthly meeting of the Cherrytree Township Board of Supervisors was held on Monday, July 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**

There was no "Public Comment".

**Minutes/Treasurer's Report**

The minutes, from the regular monthly meeting held on Monday, June 2, 2025, were read, accepted, and approved, on a motion made by Shari Nelson, seconded by Rob Kellogg, and carried unanimously.

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

**Correspondence**

Jeremy Brandon – Pleasantville Community Festival - Parade

*Anyone wishing to register for the Pleasantville Parade is encouraged to do so by returning a parade entry form to Jeremy Brandon. The parade will take place on Saturday, August 2, 2025, at 4:00 p.m., rain or shine.*

Moody and Assoc., Inc. – 1070 Stone Springhouse Road – Reissue NPDES Permit

*Moody and Associates, Inc. will submit a National Pollutant Discharge Elimination System (NPDES) permit application to the Pennsylvania Department of Environmental Protection (PA DEP) for a permit reissuance for sewage at 1070 Stone Springhouse Road.*

Bonnie Vaughn – 2267 Buxton Road – Reissue NPDES Permit

*Bonnie Vaughn will submit a National Pollutant Discharge Elimination System (NPDES) permit application to the Pennsylvania Department of Environmental Protection (PA DEP) for a permit reissuance for sewage at 2267 Buxton Road.*

PSATS News Bulletin

Anonymous-Construction projects at 1563 and 1765 Dempseytown-Gresham Road

*An anonymous letter was received by the township reporting possible construction/sewage projects taking place at 1563 Dempseytown-Gresham Road and 1765 Dempseytown-Gresham Road. Chrissie Kurelowech noted that the owners of 1765 Dempseytown-Gresham Road recently obtained a zoning permit and a building permit to add a home/camp to an existing garage. She will send a letter to the owners of 1563 Dempseytown-Gresham Road to let them know that permits are required.*

## **Zoning**

### **Permits**

Z-2025-04	Daniel and Tammy Speer	1765 Dempseytown-Gresham Road	32' by 30' home/camp added to existing garage
Z-2025-05	Gregory and Yvonne Michaels	1116 Trout Run Road	new 24' by 24' detached garage

### **Zoning Report**

Tim McGrath, Zoning Officer, was not in attendance, but Chrissie Kurelowech told the Supervisors that she had recently spoken with Tim and that he wanted them to know that he is holding off on addressing the recent junk/garbage complaints until the Planning Commission finalizes its proposed changes to the zoning ordinance. He feels that the township currently does not have a lot, in terms of passed ordinances, that can be used to enforce recent complaints. Once the changes to the zoning ordinance take place, he will be better able to address the complaints with enforcement measures.

## **Administrative Action**

### **2025 Municipal Insurance Renewal – AmTrust/Astra**

Chrissie Kurelowech reported that the renewal premium for the township's commercial package (property, general liability, auto (township and VFD), inland marine, crime, public officials liability, employment practices liability, and umbrella) is \$14,346.00 (Astra), which is \$1,825.00 higher than last year. She noted that the premium includes the truck that the VFD recently sold, so the township will be credited for the removal of the truck from the policy. The renewal premium for the workers compensation insurance (township and VFD) is \$15,816.00 (AmTrust), which is \$963.00 higher than last year. On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to renew (July 1, 2025 through June 30, 2026) the township's commercial package (carrier is Astra and the annual premium is \$14,346.00) and workers compensation policy (carrier is AmTrust and the annual premium is \$15,816.00) through Franklin Insurance Agency, Inc.

### **Proper – Holding Tank Agreement – Vote to Execute**

On a motion made by Rob Kellogg, seconded by Jim Waugh, and carried unanimously, the Supervisors voted to execute a holding tank agreement between the township and Jack and Sharon Proper. This will allow Jack and Sharon Proper to install a holding tank for sewage as opposed to replacing/installing a septic system at 1672 Breedtown Road. Todd Fantaskey, Sewage Enforcement Officer, made the determination that Jack and Sharon Proper's property and use make them eligible to install a holding tank.

### **Planning Commission – Resignation of Member – Austin Armstrong**

On a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to accept the resignation of Austin Armstrong from the Planning Commission. Austin Armstrong resigned on June 30, 2025.

### **Planning Commission – Resignation of Alternate Member – Shari Nelson**

On a motion made by Rob Kellogg and seconded by Jim Waugh, the Supervisors voted to accept the resignation of Shari Nelson from her position as an

alternate member of the Planning Commission. Shari Nelson abstained. She resigned as an alternate member on July 7, 2025.

**Resolution #25-43–Appt. New Member to Planning Comm.– Shari Nelson**

On a motion made by Rob Kellogg and seconded by Jim Waugh, the Supervisors voted to adopt Resolution #25-43, appointing Shari Nelson to the Planning Commission. Shari Nelson abstained. She will fill the position left vacant by Austin Armstrong, who was appointed to a 3-year term on January 6, 2025. Chrissie Kurelowech noted that there are two alternate positions on the Planning Commission that are vacant. If anyone is interested in serving, they should let her know.

**Committee Reports**

**VFD**

Ron Stewart read a report submitted by the VFD. Since April 7, 2025, there have been 55 calls. Of the 55 calls, 2 were in Crawford County and 53 were in Venango County. Of the calls in Crawford County, 1 was a building fire and 1 was dispatched and canceled. Of the calls in Venango County, 1 was a fire (other), 4 were building fires, 2 were brush fires, 15 were EMS, 1 was an MVA with injuries, 1 was an MVA with no injuries, 1 was a search for a person on land, 1 was to assist police or another governmental agency, 12 were public service, 8 were dispatched and canceled, 2 were malfunctioning alarm systems, 1 was a malfunctioning CO detector, 2 were malfunctioning smoke detectors, and 2 were for severe weather.

On July 14, 2025, Tom Huffman will be stepping down as VFD Fire Chief.

**EMA Office**

There was no report.

**Road**

Lew Staub, Roadmaster, reported that the road crew graded 23 roads for dust control, put 20 loads of dust control down, and spent 2 days cleaning pipes and tail ditches. They spent 2 days mowing berms, mowed the yard twice, checked roads for storm damage 3 times, and spent 9 days working on storm damaged roads. There are still 4 areas that need storm damage repairs: 1 pipe on Black Road, 2 pipes on Shreve Road, and 1 pipe on Lamey Road. South Perry Street was paved by Glenn O. Hawbaker.

As for equipment, 3 days were spent working on the 2017 Massey Ferguson tractor, including time spent putting the boom mower on it. One day was spent working on the lights and dust shield on the 2002 International.

Lew Staub noted that the application of dust control has finished for now and gravel will begin being tailgated on Monday, July 14, 2025.

**Old Business**

There was no “Old Business”.

**New Business**

**PMRS Pension Audit for Years 2020-2024**

Chrissie Kurelowech reported that the township’s pension plan, for years 2020 through 2024, was recently audited by the Pennsylvania Department of the Auditor General. There were no findings. The township’s pension plan is administered by

Pennsylvania Municipal Retirement System (PMRS). Anyone wishing to review the audit documents is welcome to do so.

**PMRS 2023 Excess Interest Award**

The township has received notice from PMRS (Pennsylvania Municipal Retirement System) that an “Excess Interest Award” for 2023, in the amount of \$13,615.00, will be allocated to the township’s PMRS plan. Active and deferred-vested plan members will receive, as a group, \$2,813.35, retired plan members and survivors will receive, as a group, \$6,605.91, and the municipal reserve will receive \$4,195.74. Because of the way in which the township’s plan is set up, the money will be distributed proportionally, based on account balances.

The meeting adjourned at 6:17 p.m.

The bills were reviewed by the Board of Supervisors.

Respectfully Submitted,

Christine C. Kurelowech, Secretary-Treasurer