

**Cherrytree Township Board of Supervisors**  
**Regular Monthly Meeting**  
**Monday, August 4, 2025, 6:00 p.m.**

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

Ronald Wescoat expressed concern about a deep ditch near his neighbor's camp on Shreve Road. He said that the ditch is so deep that he is worried that someone on a snowmobile will be injured if they end up in it. He also noted that the ditch makes it dangerous for cars to pass each other on the hill.

**Minutes/Treasurer's Report**

The minutes, from the regular monthly meeting held on Monday, July 7, 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 July of 2025, was read, accepted, and approved, on a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously.

**Correspondence**

PA DEP – 4342 State Route 8 – Reissue NPDES Permit

*The township has received notification that Kenneth and Christy Humanic have applied to the Pennsylvania Department of Environmental Protection (PA DEP) for a re-issuance of a National Pollutant Discharge Elimination System (NPDES) for 4342 State Route 8.*

Venango County Tax Claim Bureau – Properties Scheduled for Upset Tax Sale

*The township has received a list of properties scheduled for an upset tax sale that is scheduled for September 29, 2025.*

PSATS News Bulletin

**Zoning**

**Permits**

Z-2025-06	Charles and Christine Bell	3261 State Route 8	16' by 20' addition to existing home
Z-2025-07	James and Cecile Stelter	376 Old Route 8	16' by 40' lean-to/equipment storage
Z-2025-08	Jason Kaster	675 Breedtown Road	enlarging and enclosing existing pavilion

Z-2025-09 Karen McGrath FBO Jenna 295 Sopher Road new home  
McGrath (Siegel)

**Zoning Report**

There was no Zoning Report.

**Administrative Action**

**Resolution #25-44 – Venango County 2025 Hazard Mitigation Plan Update**

On a motion made by Jim Waugh, seconded by Shari Nelson, and carried unanimously, the Supervisors voted to adopt Resolution #25-44. This resolution adopts the Venango County 2025 Hazard Mitigation Plan Update as the official Hazard Mitigation Plan of Cherrytree Township.

**Roughneck Gravel Roubaix – 2025 Rock Oil Foliage Frenzy – October 18, 2025**

On a motion made by Shari Nelson, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to approve the request made by Adam Diem, of Roughneck Gravel Roubaix, to use Drake Well Road during an event scheduled for October 18. This organized bike ride will take bikers over several roads in the area and includes 2 routes, the first being a 40-mile route and the second being a 62-mile route. Both routes will begin near the Titusville Iron Works in Titusville. There will be no road closures and the Roughneck Gravel Roubaix always provides proof of insurance. Chrissie Kurelowech will send a letter of approval to Adam Diem and PennDOT.

**Committee Reports**

**VFD**

Austin Armstrong, VFD Fire Chief, reported that there were 15 calls since the last meeting, all of which were in Venango County. Of the 15 calls, 3 were EMS, 4 were MVAs with injuries, 4 were public service, 2 were dispatched and canceled, 1 was an unintentional activation of a fire alarm (no fire), and 1 was a malfunctioning CO detector.

**EMA Office**

There was no report.

**Road**

Lew Staub, Roadmaster, reported that the road crew spent 3 days fixing washouts, cold patched 2 roads, spent 3 days grading one-lane roads, and mowed the yard twice. Hasbrouck Sand and Gravel spent 5 days tailgating gravel on various roads. The road crew also pushed trees off of roads 4 times, installed a new crossover pipe, spent 2 days mowing berms, spent 4 days berming South Perry Street, and spent 2 days berming spots on other roads. They ditched a spot on Dempseytown-Gresham Road, spent 2 days grading roads for dust control, and put 2 loads of dust control down. Suit-Kote put a seal coat on South Perry Street (from city line - on new pavement only) and on Breedtown Road (Old Route 8 to Cherrytree Road).

As for equipment, the 2002 International was inspected, a new steering box was put on the driver's side, and work continued on the lights. The spreader was taken off the 2009 International and the bermer was put on. Three batteries were

put on the 2009 International. Four days were spent replacing the universal ball joints on the driver's side of the 2014 Dodge.

Discussion was held regarding equipment that is shared by Cherrytree Township and Oil Creek Township (Crawford County). The townships have shared several pieces of equipment for many years, splitting the cost of insurance and repairs. There are currently only 3 items that are shared: a roller, a broom, and a bermer. Chrissie Kurelowech told the Supervisors that the roller is in need of repairs and Oil Creek Township is in the process of getting a quote. However, according to Lew Staub, Roadmaster, Cherrytree Township has not used the roller since the paver was sold, many years ago, and has no use for the roller. The road crew would like to keep the bermer, give Oil Creek Township the broom, and sell the roller. Oil Creek Township can either pay Cherrytree Township for its half of the roller, or, if Oil Creek Township does not want the roller, it can be sold and the townships can split the money. This would dissolve the shared equipment agreement between the townships. A brief discussion took place. The Supervisors were in favor of keeping the bermer, giving the broom to Oil Creek Township, and selling the roller, as the road crew suggested. Chrissie Kurelowech told the Supervisors that the Oil Creek Township Supervisors will discuss the shared equipment at their next meeting, which is scheduled for August 14, 2025. Chrissie Kurelowech will put this topic on the agenda for the next regular monthly meeting, which is scheduled for Tuesday, September 2, 2025.

Chrissie Kurelowech said that she recently received an application for 2025-2026 County Liquid Fuels Aid and that it is due in September. Lew Staub, Roadmaster, had suggested applying for money to put towards paving an approximate 1.29-mile stretch of Cherrytree Road, from Buxton Road to Fairview Road, so Chrissie Kurelowech obtained a quote from G.O. Hawbaker (\$162,345.00) for the project. The county has \$250,000.00 to give to the municipalities in 2025-2026 County Liquid Fuels Aid and receives many applications. Cherrytree Township has never received more than \$50,000.00 for any given year. Chrissie Kurelowech asked Buddy Miller, PennDOT Municipal Services Representative, if he felt that \$50,000.00 was a reasonable amount to request and he said that he thought it was reasonable, and noted that the amount that the township will receive, if selected, will depend on the number of applications that are received by the county. Chrissie Kurelowech suggested asking the county for \$50,000.00, which will leave an approximate \$112,345.00 balance for the township. The Supervisors were in favor of applying for \$50,000.00 to put towards paving Cherrytree Road, from Buxton Road to Fairview Road. Chrissie Kurelowech will finish the application and draft a resolution that will need to be adopted at the next regular monthly meeting, which is scheduled for Tuesday, September 2, 2025. Once the resolution is adopted, the application will be submitted to the county.

## **Old Business**

There was no "Old Business".

## **New Business**

### **Fee Schedule – Holding Tank Agreement**

Chrissie Kurelowech asked the Supervisors if they would consider adding a fee for holding tank agreements to the township's fee schedule that is adopted each January. A holding tank agreement was recently approved by the Supervisors for a property on Breedtown Road. The county required the Supervisors and the Secretary-Treasurer to have their signatures on the agreement notarized.

Additionally, the Venango County Solicitor noted that the township should be responsible for having the agreement recorded by the county, not the property owner, which means that the Secretary-Treasurer will need to take the agreement to the courthouse to have it recorded. Chrissie Kurelowech suggested placing the notary fees, mileage, and recording fee on the property owner(s), not the township. After a brief discussion about how high to set the fee, it was suggested that the township set the fee to \$200.00 and refund any portion not needed to record the agreement. The Supervisors were in favor of the idea. Chrissie Kurelowech will add the holding tank agreement fee to the 2026 Cherrytree Township Fee Schedule that will be adopted at the annual reorganization meeting of the Board of Supervisors, scheduled for Monday, January 5, 2026.

The meeting adjourned at 6:15 p.m.

The bills were reviewed by the Board of Supervisors.

Respectfully Submitted,

Christine C. Kurelowech, Secretary-Treasurer