

**Cherrytree Township Board of Supervisors  
Special Meeting  
Thursday, October 9, 2025  
4:00 p.m.**

A special meeting of the Cherrytree Township Board of Supervisors was held on Thursday, October 9, 2025, at 4:00 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 of Allegiance**

**Moment of Prayer**

Jim Waugh led those in attendance in a moment of prayer.

**Public Comment**

There was no "Public Comment".

**New Business**

**Prepare 2026 Budget**

Chrissie Kurelowech presented spreadsheets outlining the income and expenses for 2024 and 2025. The Board of Supervisors spent a great deal of time going through the spreadsheets, account by account, and budgeting an amount for each account for 2026.

The numbers budgeted for General Fund income remained the same for 2026 as they were for 2025, with the exception of four accounts. Account 310.10 (Recorder) was decreased from \$20,000.00 in 2025 to \$15,000.00 in 2026. Account 310.20 (HA Berkheimer – EIT (Earned Income Tax)) was increased from \$140,000.00 in 2025 to \$145,000.00 in 2026. Account 330.00 (Fines) was decreased from \$4,000.00 in 2025 to \$3,500.00 in 2026 and account 362.45 (Road Bonds) was decreased from \$1,000.00 in 2025 to \$500.00 in 2026.

As for Liquid Fuels income, it is estimated that the township will receive \$188,730.66 in Liquid Fuels tax revenue. As always, the township will receive \$24,240.00 in turnback funds from the state for maintenance of Dempseytown-Gresham Road (within Cherrytree Township) and \$1,680.00 in turnback funds from Oil Creek Township, Crawford County, for maintenance of Dempseytown-Gresham Road (Oil Creek Township, Crawford County, near Route 27). The Supervisors decreased account 341.00 (Interest – State Savings) from \$4,000.00 in 2025 to \$3,000.00 in 2026.

The General Fund income for 2026 is estimated to total \$486,000.00 and the Liquid Fuels income is estimated to total \$217,650.66. The township's estimated total income for 2026 is \$703,650.66.

Most budgeted amounts for General Fund expense accounts changed little or not at all between 2025 and 2026. Account 408.00.01 (Zoning) was decreased from \$3,000.00 in 2025 to \$1,500.00 in 2026 and account 408.00 (General Government Professional Services – Other) was decreased from \$2,000.00 in 2025 to \$1,500.00 in 2026.

Account 430.12 (Road Payroll) was increased from \$120,000.00 in 2025 to \$130,000.00 in 2026. A brief discussion took place regarding the need to raise Rob Kellogg's wages based on the fact that he has been part of the road crew for several years and that his mechanical abilities have saved the township thousands of dollars because he has been able to repair equipment that would otherwise have been sent out. Chrissie Kurelowech said that she will put an executive session on the agenda for the regular

monthly meeting, scheduled for Monday, December 1, 2025, to discuss 2026 wages. Since Rob Kellogg is a working Supervisor (Supervisor who is also a township employee), the Board of Auditors will ultimately set his wages (based on the recommendation of the Supervisors) at the annual reorganization meeting of the Board of Auditors that will take place on Tuesday, January 6, 2026.

Account 430.37 (Building Maintenance) remained at \$10,000.00 for 2026. A brief discussion took place regarding the possibility of repairing the leaking window in the meeting room. The Supervisors also discussed the aging rooftops on the township building and on the township garage.

Account 430.74.740 (Equipment Purchased) was increased from \$20,000.00 in 2025 to \$59,500.08 in 2026. This is to cover payment four (of seven payments) on the 2024 John Deere 670G grader. Chrissie Kurelowech explained that the full payment cannot be made from Liquid Fuels in 2026, and must be made from the General Fund, because the amount of Liquid Fuels money that can be spent on equipment is limited and the equipment balance that is carried over from year to year is low after making the first two full payments out of Liquid Fuels. Each year, 20% of the Liquid Fuels tax revenue can be used for equipment purchases. If the entire 20% is not used, the remaining balance is carried over to the next year.

The Supervisors budgeted \$36,791.00 for account 438.00.00 (Roads and Bridges Other), a decrease from \$90,000.00 in 2025. This account includes stone, dust suppressant, seal coating, salt brine, etc. No money was budgeted for account 439.00 (Highway Construction and Rebuilding Projects), which is the account used most often for paving, because the county has not yet awarded 2025-2026 County Liquid Fuels Aid. The township has applied for \$50,000.00 to be put towards paving an approximate 1.29-mile stretch of Cherrytree Road (Buxton Road to Fairview Road). Based on a quote from Glenn O. Hawbaker, Inc., the project is estimated to cost \$162,345.00, which would leave the township with a balance of \$112,345.00 if the county awards \$50,000.00 in 2025-2026 County Liquid Fuels Aid. The township will most likely be notified, as to whether or not the project will be funded, in November of 2025.

The Supervisors budgeted \$1,500.00 for a new account, 456.00 (Library Funding), for 2026. The budgeted amount is based on the number of homes, within the township, that have library cards. The township has a 10-year agreement with Benson Memorial Library to provide library cards to the residents at no direct cost to the residents. It is estimated that the township will pay \$1,500.00 per year to Benson Memorial Library for the next ten years.

The township will be required to pay \$6,708.00 in 2026 to the Pennsylvania Municipal Retirement System (PMRS) to meet the minimum municipal obligation (MMO) for the year, up from \$6,267.00 in 2025 (account 483.00 (Pension (Employer Portion))).

Regarding health insurance premiums, Chrissie Kurelowech told the Supervisors that she had not received a renewal notice with 2026 rates from UPMC yet. The Supervisors budgeted \$55,000.00 for 2026 in account 487.00 (Other Group Insurance Benefits) in the General Fund to cover health insurance, life insurance, dental insurance, and disability insurance expenses. This is a \$5,000.00 increase from the amount budgeted for 2025.

As for Liquid Fuels expenses, the Supervisors budgeted \$30,000.00 for account 432.00 (Snow Removal) for salt and winter stone (antiskid or AGGREGATE,#8,AASHTO,TYPE C). They budgeted \$186,430.00 for account 438.00 (Roads and Bridges) and zero dollars for account 439.00 (Highway Construction & Rebuilding Projects). Since the 2025-2026 County Liquid Fuels Aid has not been awarded yet, the Supervisors are unsure as to whether or not paving will take place during 2026. If paving does not take place, most of the money will be spent on seal coating, gravel, etc., which will be covered by account 438.00 (Roads and Bridges). As always, \$720.00 was budgeted for account 489.00 (Turnback Troy Township) to cover maintenance on part of

Shriner Road and \$500.00 was budgeted for account 490.00 (Turnback Oakland Township) to cover maintenance on part of Tarr Road.

The General Fund expenses for 2026 are estimated to total \$485,999.08 and the Liquid Fuels expenses are estimated to total \$217,650.00. The township's estimated total of all expenses for 2026 is \$703,649.08.

### **Administrative Action**

#### **Adopt Proposed 2026 Budget**

On a motion made by Shari Nelson, seconded by Jim Waugh, and carried unanimously, the Supervisors voted to adopt the proposed 2026 budget. Anticipated income for 2026 is \$703,650.66 and anticipated expenditures total \$703,649.08. There will be no tax increase. Unless unforeseen expenses are discovered and amendments are necessary, the 2026 budget will be adopted at the regular monthly meeting scheduled for Monday, December 1, 2025, at 6:00 p.m. A copy of the proposed 2026 budget is available for inspection in the township office.

The meeting adjourned at 4:45 p.m.

Respectfully Submitted,

Christine C. Kurelowech, Secretary-Treasurer