

Cherrytree Township Board of Supervisors
Regular Monthly Meeting
May 4, 2020
6:30 p.m.

A regular monthly meeting of the Cherrytree Township Board of Supervisors was held on Monday, May 4, 2020, at 6:30 p.m., at the township building. In attendance were Jim Waugh, Dave Zdarko, and Rob Kellogg, Supervisors, and Christine Kurelowech, Secretary-Treasurer. Public participation was allowed by teleconference only due to the COVID-19 stay-at-home order.

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

Don Deliman asked the Supervisors if Clean-Up Weekend was still planned for the first weekend in June. Chrissie Kurelowech said that the event will be held on Saturday, June 6, 2020 and Sunday, June 7, 2020. It will be set up just as it was last year with dumpsters and scrap collection placed behind the maintenance garage. The VFD will monitor the entrance and collect donations. No tires, hazardous waste, or covered electronic devices will be accepted. Access will be closed at night.

Minutes/Treasurer's Report

The minutes, from the regular monthly meeting held on Monday, April 6, 2020, were read, accepted, and approved, on a motion made by Dave Zdarko, seconded by Jim Waugh, and carried unanimously.

The treasurer's report, for April 2020, was read, accepted, and approved, on a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously.

Correspondence

Advanced Treatment, Inc.–Yoder Sewage Treatment Plant–Act 14, 67 & 68 Notification

John Yoder has applied to Pennsylvania Department of Environmental Protection (PA DEP) for permits to install a single residence sewage treatment plant at 1070 Stone Springhouse Road.

PA Department of the Auditor General – Pension Audit – 2016 through 2019

Chrissie Kurelowech reported that the township's pension plan, for years 2016 through 2019, is currently under audit by the Pennsylvania Department of the Auditor General. Due to COVID-19 restrictions, the auditor will not be able to visit the township building to perform the audit, so Chrissie Kurelowech has been copying and sending requested documents to the auditor. The township's pension plan is administered by Pennsylvania Municipal Retirement System (PMRS).

PennDOT Newsletter

PSATS News Bulletin

Zoning**Permits**

Z-2020-02 Emery and Terri Fiely 1593 Fairview Road new pole barn

Zoning Report

There was no report.

Administrative Action**Declaration of Disaster – COVID-19**

On a motion made by Jim Waugh, seconded by Dave Zdarko, and carried unanimously, the Supervisors declared a disaster emergency in Cherrytree Township due to the COVID-19 (coronavirus) pandemic. This declaration took effect immediately and will remain in effect until the next regular monthly meeting of the Board of Supervisors, which is scheduled for Monday, June 1, 2020. A declaration of disaster emergency was declared at the previous regular monthly meeting, which took place on Monday, April 6, 2020, but it expired on Monday, May 4, 2020. By declaring a disaster emergency again, the disaster emergency will be extended for another month. Jim Waugh said that he felt the township should extend the disaster emergency to make sure it is eligible for county, state, and/or federal funding related to COVID-19, if it becomes available.

Resolution #20-42 – Adjust Local Real Estate Tax Deadlines for 2020

On a motion made by Rob Kellogg, seconded by Dave Zdarko, and carried unanimously, the Supervisors voted to adopt Resolution #20-42, extending local tax deadlines in 2020 due to COVID-19. Because Venango County extended its deadlines for county taxes, the Supervisors extended local tax deadlines as well. Both county and local taxes will be accepted at discount through June 30, 2020. They can be paid at face value during July, August, and September of 2020 and taxes paid during the months of October, November, and December of 2020 must be paid with penalties.

Resolution #20-43–Yoder Single Residence Sewage Treatment Plant

On a motion made by Dave Zdarko, seconded by Jim Waugh, and carried unanimously, the Supervisors voted to adopt Resolution #20-43, approving a single residence sewage treatment plant for John Yoder at 1070 Stone Springhouse Road.

Culvert Repair Quotes – Breedtown Road – Culvert #2 – Review and Vote

The Supervisors reviewed a quote from Shingledecker's Welding, Inc. to repair a culvert located on the paved portion of Breedtown Road, just east of Cherrytree Road, at a cost of \$11,731.15. The quote had been discussed at the regular monthly meeting held on Monday, April 6, 2020, but at that time the Supervisors wanted to take more time to look at the culvert before voting to approve the project. On a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to accept and approve the quote from Shingledecker's Welding, Inc., for \$11,731.15, to repair Breedtown Road (Culvert #2), located on the paved portion of Breedtown Road just east of Cherrytree Road. This project will require a PA DEP permit, so there will also be an engineering fee of \$3,500.00 for the township engineer to obtain the permit. Fairview Road (Culvert #1) and Breedtown Road (Culvert #1) were accepted and approved at the regular monthly meeting held on Monday, April 6, 2020. The three culvert repair projects are shown in the following table.

Road	Culvert #	Location	Estimate
Fairview	1	0.2 mile west of Dempseytown-Gresham Road	\$9,621.12
Breedtown	1	0.2 mile west of Dempseytown-Gresham Road (near airport)	\$15,931.20
Breedtown	2	east of Cherrytree Road (paved portion)	\$11,731.15

Cross Pipe Quotes – Old Route 8 (2) – Review and Vote

The Supervisors reviewed quotes from Shingledecker's Welding, Inc. to replace two cross pipes on Old Route 8, one near the Orr property (401 Old Route 8) for \$3,471.12 and one near the Matthews property (451 Old Route 8) for \$4,129.20. Jim Waugh noted that it is necessary to hire a contractor to do the work because the cross pipes are beneath a significant amount of concrete and the road crew does not have the equipment to replace them. On a motion made by Dave Zdarko, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to accept and approve both cross pipe project quotes from Shingledecker's Welding, Inc. for Old Route 8, at cost of \$3,471.12 for Cross Pipe #1 (Orr property – 401 Old Route 8) and \$4,129.20 for Cross Pipe #2 (Matthews property – 451 Old Route 8), totaling \$7,600.32 for both. These projects will not require PA DEP permits, so there will be no engineering fees.

Road	Cross Pipe #	Location	Estimate
Old Route 8	1	north of Breedtown Road, near Orr property (401 Old Route 8)	\$3,471.12
Old Route 8	2	north of Breedtown Road, near Matthews property (451 Old Route 8)	\$4,129.20

Pipe Quotes – Ratify Decision Made at April 6, 2020 Meeting

Chrissie Kurelowech explained that, at the last regular monthly meeting, held on Monday, April 6, 2020, the Supervisors reviewed quotes for a large quantity of pipe and bands and accepted the quote from the lowest bidder, Chemung Supply, for \$6,841.05. The quote submitted by Chemung Supply was found to be in error on Wednesday, April 8, 2020, so it was dropped and the quote from the next lowest bidder, Interstate Pipe & Supply, for \$10,672.40, was accepted instead. On a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to ratify their decision to accept Chemung Supply's quote for \$6,841.05, that was made at the regular monthly meeting on Monday, April 6, 2020, and to accept the quote submitted by the next lowest bidder, Interstate Pipe & Supply, for \$10,672.40. The full bid results are attached.

Dust Suppressant

A lengthy discussion took place regarding dust suppressant and whether the township should continue to use E-1 Prime (oil) or switch to salt brine (PennDOT and PA DEP approved) and use the money saved (salt brine is usually significantly less expensive than oil) to purchase more gravel. Chrissie Kurelowech said that she and Lew Staub, Roadmaster, recently reviewed quantities, prices, miles of roadway, etc. in an effort to determine the amount of salt brine that would be needed to cover all of the township roads. She said that she was told by a representative from Seneca Mineral, which sells salt brine, that 4,500 gallons of salt brine would cover 1 mile of roadway (14 ft. wide) at low speed (heavy application) and 4,800 gallons of salt brine would cover 2.3 miles of roadway (14 ft. wide) at high speed (light application). There are 46.6 miles of dirt and gravel roads in the township, so about 209,700 gallons of salt brine would be needed to cover the roads at a low speed (heavy application) and about 97,253 gallons would be needed to cover the roads at a high speed (light application). Based on last year's salt brine price of \$.40/gallon, the heavy application would cost about \$83,880.00 and the light application would cost about

\$38,901.00. When considering these numbers, it seems like 150,000 gallons would be a reasonable quantity to put out for bid. The township would be required to purchase 75% - 125% of the amount that is put out for bid. If the township purchased 150,000 gallons of salt brine, based on last year's cost of \$.40/gallon, it would cost \$60,000.00. Last year, the township spent \$58,881.67 on E-1 Prime (oil) (about 35,686 gallons at \$1.65/gallon), which was applied only in front of homes. If salt brine is used, it is the intention to cover the entire length of each road, not just in front of homes. Mark McDowell told the Supervisors that, if they are going to use salt brine, it will be a waste of money because there is not enough gravel on the roads for the salt brine to be effective. Consequently, it would be better to put no dust suppressant down than to use salt brine. Jim Waugh noted that the road crew has grader blades on order and that, if the blades are not delivered soon, the roads will not be graded in time to put down any dust suppressant this year. Mark McDowell said that the oil reduces gravel erosion and Dave Zdarko noted that the oil saves gravel only in front of the homes. Jim Waugh said that oil is no longer being used as dust suppressant in Canada and more health issues have resulted from oil than from salt brine. He said salt brine locks the gravel and dust in and that he would like to put more money into gravel, as opposed to spending it on oil every year. Mark McDowell said that the roads are not in ideal condition for salt brine and that the township will need to apply the salt brine multiple times throughout the summer. It was mentioned that the township used salt brine on a section of Fairview Road during the summer of 2019 and only applied the product once. However, new gravel had been put on the road before the salt brine was put down. Jim Waugh noted that, because the township only puts the oil in front of homes and not between, the dust creates a travel hazard for drivers. Rob Kellogg said the township might as well try salt brine for a year and Dave Zdarko said it would give the township the chance to get more gravel. On a motion made by Jim Waugh, seconded by Rob Kellogg, and carried unanimously, the Supervisors voted to put 150,000 gallons of salt brine (PennDOT and PA DEP approved) out for bid. Bids will be opened and reviewed at the next regular monthly meeting, which is scheduled for 6:30 p.m. on Monday, June 1, 2020.

Committee Reports

VFD

Jim Waugh read a report submitted by Tom Huffman, VFD 1st Assistant Chief. The VFD had 25 calls since the last meeting. Of the 25 calls, 1 was a vehicle fire, 1 was a brush fire, 8 were EMS, 1 was a vehicle accident with injuries, 1 was a vehicle accident with no injuries, 6 were public service, 6 were dispatched and cancelled, and 1 was an unintentional alarm system activation.

The VFD plans to hold its monthly meeting on Monday, May 11, 2020, at 7:00 p.m., in the garage to allow enough space for social distancing.

The 19th Annual 15 Gun Bash that was scheduled for Saturday, June 27, 2020 has been cancelled. All fundraising has been cancelled due to COVID-19.

EMA Office

There was no report.

Road

Chrissie Kurelowech read two reports, one for March and one for April, submitted by Lew Staub, Roadmaster.

March

The road crew spread antiskid once, spent 4 days hauling 2B gravel to soft spots, spent 6 days dragging roads, spent 7 days scraping roads with the grader, cold patched the

black tops, and spent 1 day cutting trees. They also met with Shingledecker's Welding, Inc. regarding culvert repairs, cleaned up plows and oil, and fixed the STOP sign at the intersection of South Perry Street and Cherrytree Road. The road crew also spent 3 days ditching roads with the ditcher, spent 4 days ditching roads with the grader, and spent 2 days fixing washouts. The roads were checked once.

As for equipment, drag blades were changed. A mirror and new front tires were put on the 2009 International. Additionally, plow blades were changed on the 2009 International. The wing blades and spreader bearing were changed on the 2002 International. The spreaders and wings were removed from both the 2002 International and the 2009 International.

April

The road crew spent 10 days ditching on 8 roads, 1 day grading, and 1 day using a backhoe to clean pipes. They pushed 5 trees off and checked roads once. They also spread antiskid on the blacktops once. Additionally, they met with Shingledecker's Welding, Inc. regarding cross pipes on Old Route 8. They unloaded and stacked pipes and stacked 2B gravel. The road crew also put up 3 STOP signs (2 were stolen) and mowed the yard.

As for equipment, the 2009 International was inspected. A tire was fixed on the 2007 JCB backhoe. A fuel filter was changed on the fuel tank next to the garage.

Old Business

2019 Annual Audit – Working Supervisor Pay Rate

At the regular monthly meeting held on Monday, March 2, 2020, Chrissie Kurelowech said that the auditors wanted to change the hourly rate for a Supervisor who works on a part-time, as-needed basis from \$12.00/hour to \$15.00/hour and the Supervisors said the auditors would need to vote to make the change since they control the wages of working Supervisors. At that time, Chrissie Kurelowech was unsure as to whether or not they had actually voted to make the change. She reported that she contacted the auditors and they said they had not voted to make the change and do not plan to make the change at this time. Changing the rate was just a recommendation for the Supervisors to consider when approving the Wage & Salary Schedule at the beginning of each year.

New Business

None

Adjournments

The meeting adjourned at 6:57 p.m.

The bills were reviewed by the Board of Supervisors.

Respectfully submitted,

Christine C. Kurelowech, Secretary-Treasurer