

Cherrytree Township Board of Supervisors
Regular Monthly Meeting
January 3, 2017

A regular monthly meeting/annual reorganization meeting of the Cherrytree Township Board of Supervisors was held on Tuesday, January 3, 2017, at 6:30 p.m., at the township building. In attendance were Emery Fiely, Lew Staub, and Jim Waugh, Supervisors, and Christine Kurelowech, Secretary-Treasurer.

Call to Order

Emery Fiely called the meeting to order.

Pledge

Moment of Prayer

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

Annual Reorganization

- Descriptions of the resolutions listed below are attached.

Temporary Secretary (motion to appoint)

On a motion made by Jim Waugh, seconded by Lew Staub, and carried, the Supervisors voted to appoint Christine Kurelowech as Temporary Secretary.

Temporary Chairman (motion to appoint)

On a motion made by Jim Waugh and seconded by Lew Staub, the Supervisors voted to appoint Emery Fiely as Temporary Chairman of the Board.

Resolution #17-01

On a motion made by Jim Waugh and seconded by Lew Staub, the Supervisors voted to adopt Resolution #17-01 (Appoint Emery Fiely as Chairman of the Board for 2017).

Resolution #17-02

On a motion made by Jim Waugh and seconded by Emery Fiely, the Supervisors voted to adopt Resolution #17-02 (Appoint Lew Staub as Co-Chairman of the Board for 2017).

Resolution #17-03

On a motion made by Jim Waugh, seconded by Emery Fiely, and carried, the Supervisors voted to adopt Resolution #17-03 (Appoint Christine Kurelowech as Secretary-Treasurer for 2017).

Resolution #17-04

On a motion made by Emery Fiely and seconded by Jim Waugh, the Supervisors voted to adopt Resolution #17-04 (Appoint Lew Staub as Roadmaster for 2017).

Resolution #17-05

On a motion made by Jim Waugh and seconded by Emery Fiely, the Supervisors voted to adopt Resolution #17-05 (2017 Wage and Salary Schedule).

Resolution #17-06 through Resolution #17-38

As a cost saving measure, Lew Staub suggested appointing Mark J. Corey & Associates as the township engineers for 2017 instead of The EADS Group, Inc. Emery Fiely and Jim Waugh were open to the idea. However, the Supervisors decided to wait until the regular monthly meeting, scheduled for Monday, February 6, 2017, to vote on Resolution #17-24 (appoint township engineers for 2017). In the meantime, Chrissie Kurelowech will contact Mark J. Corey & Associates to see if they would serve as the township engineers and if any retainer fee and/or contract is required. More discussion will take place at the next meeting.

On a motion made by Jim Waugh, seconded by Lew Staub, and carried, the Supervisors voted to adopt Resolution #17-01 through Resolution #17-23 and Resolution #17-25 through Resolution #17-38.

Retainer Agreement – The EADS Group, Inc.

The Supervisors did not sign the retainer letter to secure The EADS Group, Inc. as the township engineering firm for 2017.

Public Comment

Ron Stewart asked the Supervisors if, when they are riding on township roads, they look for code violations and report them. He specifically asked Lew Staub if, while performing road maintenance, he looks for code violations (new construction, etc.). Lew Staub said that he does not look for code violations when he is performing road maintenance and Jim Waugh and Emery Fiely both said they do not look for code violations. Ron Stewart said that the township is “selectively” enforcing ordinances and Chrissie Kurelowech said that it has always been “complaint based”, noting that none of the three current Supervisors were serving when zoning was originally passed in the township. If a resident complains about a violation, then the township will pursue enforcement. Jim Waugh said that he is against zoning and Emery Fiely said he does not feel it is right to penalize someone for improving a property. Additionally, Jim Waugh said that the Venango County Assessment Office is quick to find new construction and add it to the tax roster. Ron Stewart then said that the Supervisors are not doing their jobs if they are selectively enforcing ordinances.

Minutes/Treasurer’s Report

Jim Waugh noted that there was an error in the minutes from the regular monthly meeting held on Monday, December 5, 2016. In the “Road Report”, “JCB backhoe” should be “Case backhoe”. The amended minutes, from the regular monthly meeting held on Monday, December 5, 2016, were read, accepted, and approved, on a motion made by Lew Staub, seconded by Jim Waugh, and carried.

The treasurer’s report, for December 2016, was read, accepted, and approved, on a motion made by Jim Waugh, seconded by Emery Fiely, and carried.

Correspondence

Venango County Assessment Office – 2016 Permits
PSATS 2017 Membership

Chrissie Kurelowech showed the Supervisors the invoice from PSATS (Pennsylvania State Association of Township Supervisors) for the 2017

membership. The invoice always includes several add-on services that the township usually declines, reducing the cost. The Supervisors said they wished to keep the membership as it has been in recent years and include the township dues and one magazine subscription.

PSATS Department of Agriculture – Farm Show

Public Officials Day at the 101st Pennsylvania Farm Show will be held on January 11, 2017.

Venango County Association of Township Officials – 2017 Membership

Chrissie Kurelowech asked the Supervisors if they wished to continue to belong to the Venango County Association of Township Officials, at a cost of \$30.00 for 2017. They were in favor of retaining the township's membership.

PennDOT Newsletter

Zoning

Permits

There were no permits issued.

Zoning Report

Ben Breniman, Zoning Officer, reported that he recently sent a letter to the owners of 113 Black Road regarding the recently constructed garage with no zoning permit. Chrissie Kurelowech said that one of the owners called the township office and will be mailing the application and fee.

He also investigated a partially demolished trailer on Black Road and found little or no garbage and/or junk strewn about the property, so he does not feel much enforcement can be done from a zoning perspective. Construction Code Inspectors (CCI) does not require demolition permits for trailers.

Administrative Action

Cherrytree Township Volunteer Fire Police – 2017 Schedule

This will be addressed at a later date, once the VFD gets a schedule in place.

Committee Reports

VFD

Don Deliman reported that there were 8 calls since the last meeting. Of the 8 calls, 4 were EMS, 1 was a fire alarm activation, 1 was dispatched and cancelled, and 2 were mutual aid.

The Turkey Shoot scheduled for December 13, 2017, was cancelled due to the weather and there were six shoots at the one that took place on December 20, 2017. Charlene Armstrong, Cherrytree VFD Treasurer, noted that the VFD made about \$4,000.00 from the shoots during 2016.

The “Keep the Wreath Green” campaign was a success, with the township seeing no structure fires from Thanksgiving through New Year’s Day.

The VFD has submitted an application for a FEMA grant, with the help of the Titusville Redevelopment Authority. Both Scott Hutchinson and Glenn Thompson wrote letters of support to FEMA. The VFD will not hear anything regarding the outcome until May of 2017, at the very earliest.

EMA Office

Tim McGrath, Emergency Management Coordinator, had nothing to report, but said he will check with the county in January.

Road

Lew Staub reported that the road crew patched holes on two roads, plowed and anti-skidded all of the roads fifteen times, and anti-skidded the roads thirteen times.

As for equipment, the wings were put on all of the trucks, a flat tire on the JCB backhoe was fixed, and the fan belt on the 2009 International was replaced. Chains were put on the grader, and the 2014 Dodge was inspected. Also, the wing blades were changed on the 2002 International.

Old Business

Trailers on Black Road

See "Zoning Report".

New Business

Copy Machine

Chrissie Kurelowech told the Supervisors that the copy machine in the office broke and cannot be repaired. She asked the Supervisors if she could purchase a new copy machine for \$224.99 from Staples and the Supervisors gave their permission.

The bills were reviewed by the Board of Supervisors.

The meeting adjourned at 7:05 p.m.

Respectfully submitted,

Christine C. Kurelowech, Secretary-Treasurer