

**Cherrytree Township Board of Supervisors
Regular Monthly Meeting
October 7, 2019**

A regular monthly meeting of the Cherrytree Township Board of Supervisors was held on Monday, October 7, 2019, at 6:30 p.m., at the township building. In attendance were Emery Fiely, Jim Waugh, and Dave Zdarko, 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.

Public Comment

There was no public comment.

Minutes/Treasurer's Report

The minutes, from the regular monthly meeting held on Tuesday, September 3, 2019, were read, accepted, and approved, on a motion made by Jim Waugh, seconded by Dave Zdarko, and carried unanimously.

The treasurer's report, for September 2019, was read, accepted, and approved, on a motion made by Emery Fiely, seconded by Dave Zdarko, and carried unanimously.

Correspondence

Venango County Assessment Office – Open Building Permits

Venango County Assessment Office – Formal Appeals

There are 3 properties in the township that are scheduled for formal appeal.

Pennsylvania Auditor General – Pension – State Aid

The township recently received \$15,361.49 in state aid to put towards the 2019 minimum municipal obligation (MMO). The 2019 MMO was \$22,493.00, so the township had to pay \$7,131.51, in addition to the state aid, to meet the 2019 MMO. Chrissie Kurelowech noted that the township received \$14,053.16 in state aid during 2018 and had to pay \$8,582.84, in addition to the state aid, to meet the \$22,636.00 2018 MMO.

Pennsylvania Municipal Retirement System (PMRS) – Plan Document Changes

PMRS has notified the township that all of its 1,050 retirement plans will need to be changed to meet IRS requirements. Changes will take place by the end of the second quarter of 2020. Chrissie Kurelowech said that she received an email containing all of the documents related to the changes and that there are around 200 pages to review. She said that many elements of Cherrytree Township's plan will now be tailored around options selected by the Supervisors. An example is that, currently, once an employee retires and begins collecting a pension, he or she cannot be

employed by the township again. Now, the Supervisors will have the option to allow an employee to retire from PMRS, begin collecting a pension, but continue to work for the township. Another option is to allow an employee who is retired and collecting a pension to be rehired by the township. Chrissie Kurelowech said that the next step in the process is to schedule a conference call with PMRS to discuss the changes. Once she knows exactly which decisions will need to be made regarding the plan options, she will present the information to the Supervisors for discussion, review, and selection of options. Either an ordinance or a resolution will need to be passed to officially update the plan.

PennDOT – Estimated 2020 Liquid Fuels and Turnback

The estimated Liquid Fuels allocation for Cherrytree Township for 2020 is \$205,721.50, which is \$9,962.21 lower than the amount received for 2019 (\$215,683.71). Chrissie Kurelowech noted that last year’s estimate was about \$5,000.00 less than the amount that the township actually received, so the estimate could be low. The turnback allocation for 2020 is \$24,240.00. This amount never changes and is paid to the township to cover maintenance expenses for Dempseytown-Gresham Road.

PennDOT – Venango County Winter Outreach Meeting – October 21, 2019

PennDOT (Venango County) will hold its annual Winter Outreach Meeting on October 21, 2019 from 1:00 p.m. until 3:00 p.m. in Franklin. Topics of discussion include procedures that were in effect during past winters, established detour routes for the interstate system, contact information, level-of-service and fiscal responsibility, and new technology and tools.

PennDOT Newsletter

PSATS News Bulletin

Zoning

Permits

Z-2019-14	Kevin and Candace Burrows	482 Barker Road	new pole building
Z-2019-15	Larry and Susan Carey	1042 Old Petroleum Center Road	new pole building/garage

Zoning Report

Ben Breniman, Zoning Officer, reported that he recently sent a certified letter to the owners of 1220 South Perry Street regarding junk accumulation on the property. If there is no action within 30 days (by October 24, 2019), he will file a non-traffic citation at District Magistrate Fish’s office.

Administrative Action

Fuel Bids – Approximately 8,000 Gallons – Vote to Advertise

On a motion made by Emery Fiely, seconded by Jim Waugh, and carried unanimously, the Supervisors voted to put approximately 8,000 gallons of diesel fuel out for bid. Bids will be accepted until 6:30 p.m. on Monday, November 4, 2019, at which time they will be opened and reviewed.

VFD Financial Support

Chrissie Kurelowech asked the Supervisors if they still wished to give \$4,000.00 to the Cherrytree Township Volunteer Fire Department because, when the 2019 budget was put together on October 19, 2018, it was their intention. On a motion made by Emery Fiely, seconded by Dave Zdarko, and carried unanimously, the Supervisors voted to give \$4,000.00 to the Cherrytree Township Volunteer Fire Department.

Committee Reports

VFD

Tim McGrath, VFD Fire Chief, thanked the Supervisors for their financial support of the VFD. Emery Fiely said that we are all here to work together. Tim McGrath also said he is grateful and appreciative for the wonderful core group of people within the VFD.

He reported that there were 24 calls since the last meeting. Of the 24 calls, 2 were building fires, 1 was a vehicle fire, 11 were EMS, 1 was an MVA with no injuries, 1 was a search for a person, 1 was a gas leak, 1 was shorted electrical equipment, 1 was a service call (removed debris from road), 2 were public service, 2 were dispatched and cancelled, and 1 was a smoke detector activation.

The VFD will hold an open house on Saturday, October 12, 2019 from 1:00 p.m. until 3:00 p.m. Tim McGrath said the open house will give the community a chance to come out and see the department. Kids will be able to look at the trucks and the gear and the VFD will be handing things out like smoke detectors. Additionally, reflective address signs, to be used to clearly identify homes, will be available for purchase. Refreshments will be served.

Tim McGrath reported that the VFD will soon mail fund drive letters to residents of the township.

Don Deliman noted that several young people have recently become active in the VFD and are an asset to the department.

EMA Office

Tim McGrath, Emergency Management Coordinator, reported that he attended the EMA meeting last month and the required quarterly training. He submitted a yearly report online (14 questions) and noted that there are about 4 or 5 areas that the township needs to improve to be disaster-ready. These areas will need upgraded within the next year. For example, a list needs to be made of people and/or equipment that would be available to help during an emergency.

Road

Lew Staub, Roadmaster, reported that the road crew cold patched holes on blacktops, fixed spots on 6 dirt roads and hauled gravel to 4 roads. They spent 2 days attending ESM (Environmentally Sensitive Maintenance) training for the Dirt, Gravel, and Low-Volume Roads program. The road crew also put the bermer on and spent 3 days berming roads. They completed the Dirt, Gravel, and Low-Volume Roads grant application (Pastorius Road) and met with a program representative about the project. They graded 8 roads, ditched spots on 3 roads, ran the ditcher on 5 roads, and mowed the yard 3 times. Additionally, the road crew installed 2 driveway pipes, checked the roads once, spent 3 days putting salt in the shed, and stacked antiskid.

As for equipment, the bolts were replaced on the swivel arm of the grader. Rapp's Repair replaced slack adjusters and a fan belt on the 2009 International. Rapp's Repair also replaced the right rear tire and the front bucket pins and bushings on the JCB backhoe.

Jim Waugh noted that Ricky Neely recently asked him for permission to grade an area of Dempseytown-Gresham Road and he told him to go ahead and do it. Emery Fiely said Cherrytree-Plum Line Road looks the best it has looked in 15 years.

Old Business

2020 Budget Meeting - Schedule

The Supervisors decided to schedule a special meeting on Friday, October 18, 2019, at 6:00 p.m., to prepare the 2020 budget and to address any other business that comes before the Board.

Parking Lot

Jim Waugh reported that he recently contacted a paving professional and the cost to pave the existing front parking lot and to add 3 handicap parking spaces near the flagpole is estimated to be around \$20,000.00. The handicap parking spaces are estimated to cost \$4,000.00 - \$5,000.00. He said the person who gave him the estimate will come look at the parking lot and give the township an actual quote, if the township is interested. Mark McDowell asked if the township employees would do the prep work for the new handicap parking spaces and Jim Waugh said they would. Jim Waugh noted that it is not a problem for someone who is handicapped to park in front of the garage door while they are inside voting, until such time there is a VFD call, then the vehicle would need to be moved. Mark McDowell suggested looking for a handicap accessibility grant to use for the new parking spaces. Chrissie Kurelowech will look into this and see if there are any grants available.

New Business

There was no "New Business".

Adjournments

The meeting adjourned at 7:00 p.m.

The bills were reviewed by the Board of Supervisors.

Respectfully submitted,

Christine C. Kurelowech, Secretary-Treasurer