

Cherrytree Township Board of Supervisors  
Regular Monthly Meeting  
December 5, 2016

A regular monthly meeting of the Cherrytree Township Board of Supervisors was held on Monday, December 5, 2016, 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.

**Public Comment**

Ron Stewart expressed concern about the condition of three trailers near the intersection of Black Road and Route 8 because it appears as if the owner has partially demolished them. He asked the Supervisors if a demolition permit is required to tear apart a trailer. One of the trailers has a large hole on each side. A demolition permit is no longer required by the township, but the building inspector, Construction Code Inspectors (CCI) does require a demolition permit. Ben Breniman, Zoning Officer, and Chrissie Kurelowech will look into the situation.

Ron Stewart asked the Supervisors if a permit was obtained for a new garage that was recently constructed on a property at the intersection of Route 8 and Black Road. The owners have not come to the township office for a permit yet, so Ben Breniman will send them a letter.

Ron Stewart inquired about a new garage that was recently erected at a business on Route 8. Jim Waugh stated that the garage is a display model only for the business located on the property. Ron Stewart said that if it is on a cement slab and is bolted down, it needs a permit. Ben Breniman will look into it.

**Minutes/Treasurer's Report**

The minutes, from the regular monthly meeting held on Monday, November 7, 2016, were read, accepted, and approved, on a motion made by Jim Waugh, seconded by Lew Staub, and carried.

The treasurer's report, for November 2016, was read, accepted, and approved, on a motion made by Jim Waugh, seconded by Lew Staub, and carried.

**Correspondence**

PA Dept. of the Auditor General – Liquid Fuels Audit for 2013 – 2015

*Chrissie Kurelowech presented the Supervisors with the audit report for the Liquid Fuels Audit (2013 – 2015) that recently took place. There were no findings. However, she mentioned that she signed an exit memo at the end of the audit that said there were no findings, but when the official report arrived, the auditors had made two adjustments by changing the account numbers on two transactions. While these are not considered audit findings, she would have appreciated the auditors mentioning the account changes at the time they asked her to sign the exit memo.*

Venango County Planning Commission – 2017 Liquid Fuels Award

*The township's application for 2017 Liquid Fuels County Aid was denied. Twenty-two applications were submitted requesting \$702,185.24 and \$265,000.00 was awarded. Cherrytree Township applied for \$13,395.00 to gravel an approximate .6-mile stretch of Dutch Hill Road and an approximate .7-mile stretch of Black Road.*

Leon Myers – Request for Repair of Crossover Pipe

*Leon Myers requested repair be made to a crossover pipe near his property on Fairview Road. His mailbox is located near the pipe and the post office will not continue to deliver mail if it is not fixed. Lew Staub said the road crew fixed the problem the day after Leon Myers called the office about it.*

Venango County Assoc. of Twp. Officials – Training Workshop

*The Venango County Association of Township Officials will hold a "Right-To-Know Law and Sunshine Act" workshop on January 12, 2017.*

PSATS News Bulletin

## **Zoning**

### **Permits**

Z-2016-12 Brad and Shirley Keyes 2136 Cherrytree Road addition to existing barn

### **Zoning Report**

Ben Breniman, Zoning Officer, reported that only one permit was issued this month. He recently attended a conference in Clarion held by the Venango County Conservation District and obtained a lot of information about stormwater calculations, E & S permits (Erosion and Sediment Control), and NPDES permits (National Pollutant Discharge Elimination System). The content of the course has been saved on a thumb drive and he will send it to Chrissie Kurelowech.

## **Administrative Action**

### **Resolution #16-41 – 2017 Budget – Vote to Adopt**

On a motion made by Jim Waugh, seconded by Lew Staub, and carried, the Supervisors voted to adopt the 2017 budget. Anticipated income for 2017 is \$673,854.67 and anticipated expenditures total \$640,255.67.

## **Committee Reports**

### **VFD**

Don Deliman reported that there were 17 calls since the last meeting. Of the 17 calls, 7 were EMS, 3 were MVAs, 3 were public service, 2 were brush fires, 1 was a controlled burn, and 1 was mutual aid.

The turkey shoots came to an end, but the VFD decided to hold two more, one on December 13, 2016 and another on December 20, 2016. The VFD made about \$200.00 from the recent book sale.

The annual "Keep the Wreath Green" campaign is on and will go through New Year's Day (until January 2, 2017). A wreath with green lights has been hung outside the VFD. If a structure fire occurs, a green bulb will be replaced by a red bulb. The VFD encourages the community to practice fire safety and "Keep the Wreath Green".

Don Deliman has been working with the Titusville Redevelopment Authority to apply for a FEMA grant for equipment for the VFD. They intended to apply for \$150,000.00 that would be used for 12 SCBAs (self-contained breathing apparatus) and 12 radios. However, FEMA will only allow them to apply for gear for the number of firefighters who can fit in the seats in the firetrucks. Since Cherrytree VFD has older trucks, there are fewer seats and, therefore, the VFD can only apply for 9 SCBAs and 9 radios, totaling \$86,000.00. Don Deliman explained that, in

many cases, the volunteer firefighters do not ride in the trucks, they arrive at the scenes in their own vehicles, which is good reason to have more equipment, especially radios.

Heather Proper-Van Valkenberg stated that the Cherrytree VFD K-9 Search and Rescue Team will be holding a fundraiser at Valley Dairy on Thursday, December 8, 2016 from 4:00 p.m. until 9:00 p.m. Twenty-percent of the cost of your dinner will be donated to the Cherrytree VFD K-9 Search and Rescue Team if you complete a short form and submit it to your server.

### **EMA Office**

There was no report.

### **Road**

Lew Staub reported that the road crew spent twelve days ditching with the grader, backhoe, and trucks. They filled holes on five roads and checked all of the roads twice. They fixed a crossover pipe on Fairview Road, put the spreaders on the trucks, plowed and anti-skidded all of the roads three times, and just anti-skidded the roads twice. The road crew also cut off trees three times.

The 2014 Dodge has been inspected. The road crew cleaned the equipment and worked on the heater in the JCB backhoe. Ron Stewart asked Lew Staub if the Case backhoe has been running well since extensive repairs were recently made to it and Lew Staub said seems to be fine.

The road crew is now NIMS (National Incident Management System) compliant, after taking several online courses.

## **Old Business**

### **Culvert Repair – Permit Update**

Chrissie Kurelowech reported that she recently contacted Mark Corey, of Mark J. Corey & Associates, for an update on the permits needed to repair three box culverts in the township. He said that the U.S. Fish and Wildlife Service has finally given approval for the repairs and that he is in the process of getting a permit application ready to submit to the PA DEP (Pennsylvania Department of Environmental Protection). However, the PA DEP has made changes to several forms since this project began, so he will need to send the township another page to sign before he can submit the application.

## **New Business**

### **Board of Auditors Participation Issue**

Chrissie Kurelowech said that she recently talked to Dick Shaffer, Chairman of the Board of Auditors, and he said that one of the elected auditors has not participated since being elected. He has tried to contact the person and messages have not been answered, so he was wondering if the Supervisors could talk to him to see if he would resign and let someone else serve, if he has no intention of helping with the audits. Emery Fiely said he would try to talk to the auditor.

The bills were reviewed by the Board of Supervisors.

The meeting adjourned at 6:58 p.m.

Respectfully submitted,

Christine C. Kurelowech, Secretary-Treasurer

