

**Cherrytree Township Board of Supervisors
Special Meeting
October 28, 2017**

A special meeting of the Cherrytree Township Board of Supervisors was held on Saturday, October 28, 2017, at 8:00 a.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 of Allegiance

Moment of Prayer

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

Public Comment

None

New Business

Shingledecker's Welding Invoices

Chrissie Kurelowech presented the Supervisors with three invoices from Shingledecker's Welding for recent repair/replace work performed on culverts located on Cherrytree Road (2) and Old Route 8 (1). She said that the total amount owed for all three invoices was \$66,403.35. The township applied for \$57,000.00 of Act 13 funding from Venango County to cover the cost of the culvert on Old Route 8. Unfortunately, Venango County chose not to award the money to the township. Chrissie Kurelowech said that, currently, the township only has \$91,484.91 and will not receive much revenue until March of 2018 when the Liquid Fuels money is distributed. Property tax revenue will not begin to come in until April of 2018. Paying the entire \$66,403.35 to Shingledecker's Welding would put the township at risk of completely running out of money before spring. She said she looked into obtaining a tax anticipation loan, at Lew Staub's request, but found that it would involve legal fees because the township solicitor would have to file paperwork in Harrisburg and the township would have to prove that it is financially distressed. It involves more than simply visiting a bank and signing paperwork. The process would have to be handled by the township solicitor. Chrissie Kurelowech suggested paying half of the Shingledecker's Welding bill and sending \$10,000.00 per month until it is paid. The Supervisors were in agreement to pay half of the bill right now and to send \$10,000.00 a month until it is completely paid, but they suggested Chrissie Kurelowech call Shingledecker's Welding first to discuss the matter.

Prepare 2017 Budget

Chrissie Kurelowech presented spreadsheets outlining the income and expenses for 2016 and 2017. 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 2018.

Lew Staub suggested money be budgeted to purchase a new trailer for the road crew to use to haul equipment. All three Supervisors were in agreement to add

\$10,000.00 to account 430.74.740 (Equipment Purchased) for the purpose of purchasing a trailer.

Chrissie Kurelowech noted that the employees' health insurance will renew on January 1, 2018, and that the agent does not have the new premium numbers yet. He said he hopes to have them from UPMC by the end of October. The current premiums are: \$383.78 (single), \$772.16 (employee and children), \$1026.98 (employee and spouse), \$1070.73 (family). A lengthy discussion regarding employee health insurance took place. Last year, the Supervisors voted to have the employees start paying 10% of their health insurance premiums and to increase to 20% the following year. Emery Fiely stated that he does not want the employees to pay 20% of their premiums. Many in attendance felt that the township employees should start paying more towards their insurance because most of those in attendance and the people they know are paying significantly more per month for their insurance than the employees and, with the rising cost of health care, many employers are unable to cover the cost of health insurance anymore. It was noted that county and state employees are paying much more than Cherrytree Township employees. Chrissie Kurelowech said that the dependents significantly increase the premiums because, under the Affordable Care Act, a child can remain on his or her parent's plan until the age of 26. Mark McDowell asked if the township could move to a higher deductible plan or adjust the coverage to better meet the needs of the employees in an effort to reduce the cost. Chrissie Kurelowech said that the insurance agent provides options every year and the Supervisors review them and have changed plans in the past. Another option is for the township to cover the employees only and, if an employee wants dependents covered, the difference in price could be taken as a payroll deduction. Jim Waugh made a motion to start having the employees pay 20% of their health insurance premiums at renewal (coverage beginning on January 1, 2018). There was no second and the motion died. Chrissie Kurelowech said she hopes to have the new premiums from the agent by the meeting scheduled for November 6, 2017. The Supervisors left the budgeted amount for employee health insurance at \$30,000.00 for 2018, unchanged from 2017.

Discussion was held regarding E-1 Prime dust suppressant and whether the township should use it in 2018 or salt brine. In 2017, both were used. The salt brine is free and the lowest bid for oil in 2017 was \$51,700.00. Mark McDowell said that he does not like the salt brine because the roads are still dusty when it is used and that he feels the township should continue to use oil. Chrissie Kurelowech said that the only complaint received on the salt brine was from Roger Patterson before the brine was put down. She receives many more complaints on the oil because of the potholes it creates later in the season. It was noted that there has been recent litigation regarding the use of salt brine on township roads, so salt brine may not be an option in the future. No decision was made on dust suppressant.

As for contracted road maintenance, the township has applied for \$50,000.00 in county aid money to be used towards paving Cherrytree Road, from Fairview Road to South Perry Street. The estimated cost of the project is \$139,000.00. Lew Staub said that he would like to have three miles seal coated, which is estimated to cost \$45,000.00. Chrissie Kurelowech noted that there will not be enough money to cover these projects, along with oil. There was approximately \$150,000.00 carried over into 2017 and that money, in addition to all of the revenue from 2017, has almost all been spent. There will be a small amount of money, if any, carried over into 2018, which means that the township will have to cut some projects. However, the township has not yet been notified regarding the county aid application. If the

county awards \$50,000.00 to the township for paving Cherrytree Road, then that project must be completed because the Supervisors have already committed to it by adopting a resolution when the application was submitted. The Supervisors decided to put all of the projects out for bid at the same time and to decide which projects to pursue once the bids come in.

Administrative Action

Adopt Proposed 2018 Budget

On a motion made by Jim Waugh, seconded by Lew Staub, and carried unanimously, the Supervisors voted to adopt the proposed 2018 budget. Anticipated income for 2018 is \$683,603.91 and anticipated expenditures total \$655,139.91. Unless unforeseen expenses are discovered and amendments are necessary, the 2018 budget will be adopted at the regular monthly meeting scheduled for Monday, December 4, 2017, at 6:30 p.m. A copy of the proposed 2018 budget is available for inspection in the township office.

Resolution #17-42 – Intent to Follow PA Municipal Records Manual

On a motion made by Jim Waugh, seconded by Emery Fiely, and carried unanimously, the Supervisors voted to adopt Resolution #17-42. Chrissie Kurelowech explained that, by adopting the resolution, the township is committing to following the Pennsylvania Municipal Records Manual when disposing of old records.

Resolution #17-43 – Disposition of Listed Records

On a motion made by Emery Fiely, seconded by Jim Waugh, and carried unanimously, the Supervisors voted to adopt Resolution #17-43, which authorizes the disposition of several old records. Chrissie Kurelowech said that she is getting rid of records the township is no longer required to have in an effort to make more space in the closet for newer records. Both Resolution #17-42 and Resolution #17-43 are required to be adopted before records can be destroyed.

The meeting adjourned at 9:29 a.m.

Respectfully submitted,

Christine C. Kurelowech, Secretary-Treasurer