

**Cherrytree Township Board of Supervisors  
Special Meeting  
October 18, 2019**

A special meeting of the Cherrytree Township Board of Supervisors was held on Friday, October 18, 2019, at 6:00 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 of Allegiance**

**Moment of Prayer**

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

**Public Comment**

None

**New Business**

**Prepare 2020 Budget**

Chrissie Kurelowech told the Supervisors that Lew Staub, Roadmaster, had asked her to let them know that all three trucks will need new tires during 2020, which is estimated to cost about \$7,000.00. Additionally, there is a chance that the grader will need new tires as well, which is estimated to cost about \$3,000.00.

Regarding health insurance premiums, Chrissie Kurelowech told the Supervisors that she had not received a renewal notice with 2020 rates from UPMC yet. She said she checked with Frank Riley, of Loesel-Schaaf Insurance Agency, to see if he had heard anything and he said he had not, but that if he had the numbers in time for the budget meeting, he would email them. As of the meeting time, she had not received any communication from Frank Riley. She noted that, most likely, the rates will increase.

Steve Anderson said that the garage roof is supposed to be a rubber roof, but is rusty and leaking. Jim Waugh noted that the roof on the township building is leaking and needs replaced as well.

Chrissie Kurelowech presented spreadsheets outlining the income and expenses for 2018 and 2019. 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 2020.

Discussion was held on creating handicap parking spaces in the yard in front of the township building, near the front door. It had been proposed several months prior to make a few spots with gravel, but the Supervisors decided to get an estimate on paving the new spaces instead. At the regular monthly meeting held on Monday, October 7, 2019, Jim Waugh reported that he had obtained a quote to pave the entire front parking lot and to add handicap parking spaces in front of the door. The estimate was \$20,000.00, with \$4,000.00 - \$5,000.00 of the estimate being used for the handicap parking spaces. At the same meeting, Mark McDowell suggested looking into a grant to pay for the handicap parking spaces. Chrissie Kurelowech reported that, since the regular monthly meeting held on

Monday, October 7, 2019, she has been looking into handicap accessibility grants and has found that there are many rules and regulations surrounding the installation of handicap parking spaces. For example, there are size requirements and, for every 8 regular spots, a spot for a handicap accessible van must be available. She has recently been communicating with Joshua Sterling, of the Venango County Regional Planning Commission, about the prospects of receiving a Community Development Block Grant (CDBG) for the parking spaces. Normally, to apply for CDBG funding, the township would have to perform an income survey and, if the majority of the people affected by the grant would not be low to moderate income, then the application would be denied. However, handicap accessibility is exempt from the income survey part of the application. Chrissie Kurelowech reported to the Supervisors that, in discussing the project with Joshua Sterling, she learned that creating the handicap parking spots in front of the township building is a project that stands a good chance of being funded with CDBG money and that Pinegrove Township recently submitted an application for a similar project and was awarded a grant. The project would need to be designed by an engineer prior to the township submitting the application. The township would have to cover the engineering fees, but could use the engineering fees as the township's contribution on the grant application. Chrissie Kurelowech said she called Mark Corey, Cherrytree Township Engineer, to get a ballpark figure of the cost of engineering the handicap parking spaces and he said he would not recommend seeking CDBG funding for the project because the CDBG program would require the township to incur unnecessary expenses. He said the engineering fees would be far above the cost of the township just paying the \$4,000.00 - \$5,000.00 to have the spots paved. No decisions were made regarding paving the parking lot and/or creating handicap parking spaces.

The Supervisors were in agreement that they would like to purchase a new backhoe, to replace the Case backhoe, sometime during 2020. They felt that financing part of the purchase would be the best option. Though no money was budgeted for the purchase, they were confident that the township would have the funds to make the purchase, especially since they plan to finance at least part of it.

The Supervisors were in agreement that no roads will be paved or seal coated during 2020. Additionally, they would like to purchase a lot of gravel, again in 2020, to improve the dirt roads. The Supervisors indicated that they would like to use salt brine, as opposed to oil, for dust suppressant during 2020, but no decision was made. They budgeted \$190,000.00 in account 438.00 (Roads & Bridges), in Liquid Fuels, to cover the cost of gravel, dust suppressant, and any other road maintenance projects that are deemed necessary during the year.

## **Administrative Action**

### **Adopt Proposed 2019 Budget**

On a motion made by Jim Waugh, seconded by Dave Zdarko, and carried unanimously, the Supervisors voted to adopt the proposed 2020 budget. Anticipated income for 2020 is \$704,041.50 and anticipated expenditures total \$586,316.00. Unless unforeseen expenses are discovered and amendments are necessary, the 2020 budget will be adopted at the regular monthly meeting scheduled for Monday, December 2, 2019, at 6:30 p.m. A copy of the proposed 2020 budget is available for inspection in the township office.

**Wage Increases**

On a motion made by Emery Fiely, seconded by Dave Zdarko, and carried unanimously, the Supervisors voted to increase the wages of the township employees by 3%, beginning on January 1, 2020.

The meeting adjourned at 6:52 p.m.

Respectfully Submitted,

Christine C. Kurelowech, Secretary-Treasurer