

**SALEM TOWNSHIP BOARD OF SUPERVISORS
MEETING AGENDA
244 CONGRUITY RD. GREENSBURG PA
April 15, 2026
7:00PM**

- ⌘ Call the meeting to order
- ζ Pledge of Allegiance
- ζ Prayer
- ζ Introduction Kerry Jobe, Bob Zundel, Todd Paulich
Secy. Otto & Asst. Secy. DeHaven
Atty. Muscante
- ζ Public discussion from residents and taxpayers taken during the course of the meeting, as each item is brought up for motion
- ζ Announcements: No smoking during the meeting;
: Residents please give your name when addressing Supervisors
: Please turn off all cell phones

1. ADMINISTRATION

- 1A. Motion to approve the Minutes of the March 18, 2026, Supervisor meeting.
Motion_____ Second_____ Vote: Jobe____ Zundel____ Paulich _____
- 1B. Motion to approve the Minutes of the April 14, 2026, Supervisor special meeting.
Motion_____ Second_____ Vote: Jobe____ Zundel____ Paulich _____
- 1C. Motion to approve expenditures for the month as follows, noting those disclosures filed of record with the Township Secretary, by Supervisors of their routine business dealings with certain of those vendors whose invoices may be paid pursuant to this Motion:

General Fund	\$60,868.33
Payroll Fund	\$53,501.27
Liquid Fuels	\$15,479.12
Street Lights	\$499.42
Sewage	\$42,839.37
Machinery	\$42,769.70
Fire Protection	\$3,301.00
Special Projects	\$3,627.00
TOTAL	\$222,885.21

Motion_____ Second_____ Vote: Jobe____ Zundel____ Paulich _____

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1D. Motion to award bids and approve the purchase as needed of various materials and supplies through procurement contracts bid through the Indiana-Westmoreland COG. The COG bids were opened at the COG Meeting on March 23, 2026. (A copy of the bid awards is available)

Motion _____ Second _____ Vote: Jobe _____ Zundel _____ Paulich _____

1E. Motion to advertise for bids for the purchase of:

6100 linear ft. (various sizes) of double wall plastic pipe
12,000 gallons diesel fuel
5,000 gallons regular gasoline

All quantities are approximate and more or less may be approved. Bids must be received by 8:00 a.m. on May 18, 2026, and will be opened at a Special Meeting at 9:00 a.m. on May 18, 2026. Bids will be awarded at the Supervisors' meeting on May 20, 2026. The Township has the right to reject all bids.

Motion _____ Second _____ Vote: Jobe _____ Zundel _____ Paulich _____

1F. Motion to award _____ the bid for **TRAFFIC SIGNAL SAFETY UPGRADES -ROUTE 66 CORRIDOR PROJECT** within the Township at a bid amount of \$_____. Bids were opened and recorded at a special advertised meeting on April 14th, 2026, and held for award at the April 15, 2026 Supervisor meeting. (Bids are available for review).

1G. Motion to hire _____ as a Part-Time seasonal employee for special projects.

Motion _____ Second _____ Vote: Jobe _____ Zundel _____ Paulich _____

1H. Motion to hire _____ as a Part-Time seasonal employee for special projects.

Motion _____ Second _____ Vote: Jobe _____ Zundel _____ Paulich _____

1I. Motion to transfer \$69,227.35 from the Seanor Park Grant Fund to the General Fund. \$69,227.35 was reimbursed by the Commonwealth for the Rt 22 upgrade project under the ARLE grant. Funds were deposited via ACH into the Seanor Park Grant Fund instead of General Fund.

Motion _____ Second _____ Vote: Jobe _____ Zundel _____ Paulich _____

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1J. Motion to approve an Extension of Bid Proposal with Tresco Paving Corporation for the furnishing and delivery of bituminous materials, aggregates, and related paving materials as specified in the Schedule of Prices for an additional 90 calendar days from the original bid expiration date for materials to be used for the 2025 Forbes Road paving Project.

Motion_____ Second_____ Vote: Jobe_____ Zundel_____ Paulich _____

1K. Motion to appoint Melissa DeHaven as Assistant Secretary-Treasurer of the Board of Supervisors.

Motion_____ Second_____ Vote: Jobe_____ Zundel_____ Paulich _____

1L. Motion to approve Resolution# **13-2026** entitled;

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF SALEM, COUNTY OF WESTMORELAND, COMMONWEALTH OF PENNSYLVANIA APPOINTING AN ASSISTANT TOWNSHIP SECRETARY-TREASURER AND APPROVING WAGES AND BENEFITS FOR SAME

Motion_____ Second_____ Vote: Jobe_____ Zundel_____ Paulich _____

1M. Motion to approve Resolution# **14-2026** entitled;

A RESOLUTION OF THE TOWNSHIP OF SALEM, COUNTY OF WESTMORELAND, COMMONWEALTH OF PENNSYLVANIA APPROVING THE ENTRY OF A GRANT AGREEMENT WITH THE COMMONWEALTH FINANCING AUTHORITY FOR THE PURCHASE OF A SALT SHED.

Motion_____ Second_____ Vote: Jobe_____ Zundel_____ Paulich _____

1N. Motion to approve the purchase of 3,000 feet of 2" SDR 7 Performance Plastic Pipe from Hoover Oilfield Supply to be used for the Seanor Farm Park gas line relocation project at a quoted price of \$6,487.38. The invoice is to be paid from Park Initiative Funds

Motion_____ Second_____ Vote: Jobe_____ Zundel_____ Paulich _____

1O. Motion to approve the purchase of gas line risers and connections from Miller Supply to be used for the Seanor Farm Park gas line relocation project at a quoted price of \$5,496.05. The invoice is to be paid from Park Initiative Funds.

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Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

- 1P. Motion to approve a proposal in the amount of \$_____ from Chris Brown for installation of gas lines for the Seanor Farm Park gas line relocation project. The invoice is to be paid from the Park Initiative Funds.

Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

- 1Q. Motion to approve the filing of an Agricultural Security Area (ASA) with the removal of 40 Acres from tax map parcel number 57-15-00-0-068 owned by Gettysburg Land & Cattle Company, Inc.

Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

- 1R. Motion to approve Resolution# 15-2026 entitled;

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF
SALEM, COUNTY OF WESTMORELAND, COMMONWEALTH OF PENNSYLVANIA
APPROVING A SEWAGE FACILITIES PLANNING MODULE COMPONENT 3S.
SMALL FLOW TREATMENT FACILITIES FOR THE REED PROPERTY.**

Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

- 1S. Motion to approve Resolution# 16-2026 entitled;

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE TOWNSHIP OF
SALEM, COUNTY OF WESTMORELAND, COMMONWEALTH OF PENNSYLVANIA
APPROVING A RESOLUTION FOR PLAN REVISION FOR THE CONSTRUCTION OF
THE REED SMALL FLOW TREATMENT FACILITY AND A MAINTENANCE
AGREEMENT FOR SAME**

Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

- 1T. Motion to **grant final approval** of the Penn Home & Farm Plan of Lots 2 plan to add lot 3 to tax parcel 57-12-08-0-013 and add lot 4 and lot 5 to tax parcel 57-12-00-0-021. The Revision 3 plan dated April 3, 2026 has met the conditions as outlined in the Planning Commission memo dated April 2, 2026.

Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

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1U. Motion to **grant final approval** of the Donald Jones Subdivision plan to subdivide lot B from Westmoreland County tax parcel ID 57-15-00-0-012. The Revision 2 plan dated April 6, 2026 has met the conditions as outlined in the Planning Commission memo dated April 2, 2026.

Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

1V. Motion to **grant final approval** of the Jeffrey L. Demary Lot Line Revision Plan to eliminate the existing 35 foot right of way and create a new 40 foot private right of way in a more suitable location further south of tax map parcel# 57-16-13-0-003 and 57-16-13-0-020. The Revision 1 plan dated March 26, 2026 has met the conditions as outlined in the Planning Commission memo dated April 2, 2026

Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

1W. Motion to **grant final approval without conditions** of the Tresco Lot Consolidation Plan to consolidate tax map parcel's 57-04-00-0-008, 57-04-00-0-180, 57-04-00-0-181, 57-04-00-0-182, 57-04-00-0-183, and 57-04-00-0-184 into one parcel.

Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

1X. Motion to **grant preliminary approval** of the Tresco Land Development plan to construct a garage building at 165 Plant Road Export, Pa. 15632 bearing tax map# 57-04-00-0-181. The Planning Commission recommends that final plans addressing the following conditions be submitted to the Township no later than noon at least one week prior to the Supervisor regular meeting not more than five (5) years from preliminary approval.

1. The Note referencing the Instrument Number for the Lot Consolidation must be shown on the Plan (Section 307.A.6);
2. A Statement of Purpose must be added to the Plan (Section 307.A.8);
3. The easement that is to be entered into between Tresco Paving Corporation and Damimo must be added to the Plan with appropriate metes and bounds (Section 307.D.7);
4. A calculation showing the lot size must be shown on the Plan to ensure compliance with the 2-acre minimum lot size for non-residential development (Section 601.B.2);

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- 5. The height of the building must be included in the Plan: “No building shall be located less than a distance equal to its height from any property line except that such distance shall be not less than 15 feet from any side or rear line and not less than forty (40) feet from the street Right-of-Way line.” (Section 601.B.3.b);
- 6. The location of the building shall be indicated showing the area and minimum distances between setbacks (Section 307.E.8);
- 7. The following signature nomenclature must be added to the Plan for the Planning Commission review (Section 501.H.22):

Reviewed by the Salem Township Planning Commission this _____ day of _____, 20__.

Chairperson

Secretary

- 8. WCCD and DEP approval is required;
- 9. Stormwater approval by the Township Engineer is required;
- 10. As per the Township SEO, an application for an On-Lot Sewage System Permit needs to be submitted to the Township for approval of the existing on-lot system to be reused and tied into the new garage; and
- 11. A Revision Number and Date must be added to the Plan.

Motion _____ Second _____ Vote: Jobe _____ Zundel _____ Paulich _____

- 1Y. Motion to **grant preliminary approval** of the Schlemmer Land Development to review the Schlemmer Land Development Plan to construct a wedding venue facility on building addition with parking on Tax Map Parcel No. 57-12-00-0-087. The Planning Commission recommends that

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final plans addressing the following conditions be submitted to the Township no later than noon at least one week prior to the Supervisor regular meeting not more than five (5) years from preliminary approval.

1. Solicitor Thomas noted that the parcel under development lies within an Agricultural Security Area. During the meeting there was discussion about whether this would restrict development. After reviewing the applicable restrictions under the Agricultural Area Security Law, 3 P.S. §§ 901–915, it was determined that the proposed project does not conflict with the requirements for development in such an area. The Agricultural Security Area designation does not implicate whether the property is subject to an agricultural conservation easement, nor does it implicate if the property is participating in or under the restrictions of a Clean and Green program. Both programs have greater restrictions on development.

A letter requesting removal of parcel 57-15-00-0-202 from Agricultural Security should be submitted to the Township as the Gettysburg Plan of lots had removal as a condition of approval.

2. The proposed parking lot appears to extend into the adjacent parcel. Solicitor Thomas advised that the entire development must remain within a single parcel’s boundaries unless an exception is obtained for the encroachment. Under the Township’s SALDO, constructing a parking space beyond the required setback lines is expressly prohibited. Article VI, Section 602(D). It is recommended that the Applicant explore options such as lot consolidation, a side lot addition, or applying for the necessary exception, all of which would require submitting an additional application.
 - a. The revised Plan decreased the parking area to fit onto the same parcel. The proposed parking area, however, encroaches into the side yard setback. *A Side-Lot Addition Plan will be submitted to the Township to eliminate the parking lot encroachment.*
3. A revised Title Sheet T-1 be submitted showing the following:
 - a. The certification and license number of the Professional Engineer who prepared the Plan (Item #8, Section 307.A.7); *Appears to be satisfied.*
 - b. Owner’s Certification requires a Name of the Owner; *Appears to be satisfied.*
4. Amend the General Notes Sheet GN-1 information block with general requirements to “Salem”; *Appears to be satisfied.*
5. A revised Site Plan Sheet SP-1 be submitted showing the following:

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- a.* The parcel(s) is not clearly identified on the Site Plan. Show the exterior tract boundaries as prepared by a Professional Land Surveyor (Item #12, as per Section 307.D.1);

Minor contours are to be removed to improve the clarity of details on the plan.

- b.* A forty-foot (40') front building setback off US Route 22 (Item #13, as per Section 412.B);

Label the front building set back line.

- c.* A thirty-foot (30') front building setback off Hornock Road (Item #13, as per Section 412.A);

Label the building set back line.

- d.* A fifteen-foot (15') side and rear set back (Item #13, as per Section 412.D);

Show the side and rear set backs on parcel 57-15-00-0-202.

- e.* The water line should be identified on the Plan as "public"; *Appears to be satisfied.*

- f.* A Driveway permit must be approved by the Township.

Outstanding.

- g.* Adjacent property owner's name, property lines, tax map # (Item 16, as per Section 307.D.2)

NOTE: The information could be removed from Sheet EC-1 and added to the Site Plan (Sheet SP-1); *Appears to be satisfied.*

- h.* Right of Way for Route 22 and Hornock Road need shown on the Plan (Item #22, Section 307.D.6); *Appears to be satisfied.*

- i.* The dimensions and area of the proposed building as per Section 307.E.8; *Appears to be satisfied.*

- j.* The length and width of the parking lot should be shown on the plan as per Section 307.E.8;

Outstanding.

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k. The Site Plan contains insufficient information to determine the “Off-Street Parking” and “Loading” requirements as per Section 602, specifically:

i. Number and size of spaces provided for the facility must be identified.

The number and size of the parking spaces is still being discussed. The SALDO does not have a clear definition to fit a wedding venue. A parking exhibit is recommended to show the size and number of spaces based on a category within the SALDO that reflects the use of the building as closely as possible. ***The plan contains a parking chart with calculations for 1 space per every 4 seats requiring 63 spaces. The parking lot provides for 120 spaces. Appears to be satisfied.***

ii. Parking spaces shall be at least nine (9) feet in width and twenty (20) feet in length (Section 602.F.1);

To provide additional parking spaces due to the loss of area, the Applicant is requesting a modification of the parking space dimensions. The Members did not recommend the modification at this time. ***Parking spots will be maintained as 9x20. Appears to be satisfied.***

iii. Distance between the rows must be identified. Rows are not to be less than twenty-four (24) feet in width;

To provide additional parking spaces due to the loss of area, the Applicant is requesting a modification of the distance between parking lanes. The Members did not recommend modification at this time. ***Distance between rows will be maintained at 24’ wide. Appears to be satisfied.***

iv. Label the proposed loading docks and size of each loading space (Section 603);

1. Number of loading spaces: Page 46 based on gross floor area;
2. Location: 603.D – not located in any ‘front yard’

The proposed building falls under the minimum square footage in the SALDO that require a loading area. A discussion of the traffic pattern in relation to loading and unloading may take place during the review of a future revised plan. ***Appears to be satisfied.***

v. Internal traffic circulation patterns must be shown; ***Appears to be satisfied.***

6. Township Engineer approval of the Stormwater Management Plan is required;

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Outstanding – currently under review.

7. WCCD approval of the Erosion and Sedimentation Control Plan and NPDES permit is required;

Outstanding – currently under review.

8. Sewage Facilities Planning Component 2 approval is required; SEO, Township and DEP approval has been received. *Appears to be satisfied.*

9. MAWC verification letter of the public water availability and tap is required;

Outstanding – Working with MAWC to extend the water main along US Route 22. A water availability letter is to be provided to the Township.

10. The entrance/access roadway need to be fully described by courses and distances, and located on the Site Plan respect to the multiple tax map parcels implicated by this plan. *Appears to be satisfied.*

11. Access easements will need to be reserved over other tax map parcels without a lot consolidation. Those instruments must be recorded and the instrument numbers for those should appear on the plan.

Outstanding.

12. A Revision number and Date must be added to the Plan.

Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

2. COMMUNITY DEVELOPMENT

3. SEWAGE

4. COMMITTEE REPORT

4A. Solicitor's Report –

4B. Treasurer's Report - submitted for the month ending March 31, 2026

4C. Park Initiative Report

5. OLD BUSINESS

6. NEW BUSINESS

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7. ADJOURNMENT


- 7A. Motion to adjourn the meeting with the next meeting being a special meeting on May 18, 2026 at 9:00AM followed by the regular meeting to be held on May 20, 2026, at 7:00 P.M. at the Salem Township Municipal Building.

Motion_____ Second_____ Vote: Jobe____ Zundel_____ Paulich _____

Time of adjournment: _____

Machinery		
CAT Financial	parts	\$494.47
West Central	2008 John Deere Tractor/mower	\$39,500.00
West Central	parts	\$1,682.36
First Commonwealth Credit card	generator radiator/gaskets, oil, filter	\$1,092.87
	TOTAL:	\$42,769.70
Sewer Revenue		
Morris Knowles	engineering	\$720.00
FTMSA	Cloverleaf Pumpstation repairs	\$42,119.37
	T O T A L:	\$42,839.37
Special Projects		
Morris Knowles	Kennan Dr Waterline design plans	\$3,627.00
	TOTAL:	\$3,627.00
Street Lights		
West Penn Power	street lights	\$499.42
	T O T A L:	\$499.42

SALEM TOWNSHIP
Treasurer's Report - General Use
As of March 31, 2026

	<i>Deposit</i>	<i>Debit</i>	<i>Balance</i>
100-160 · Road Project Account			505.85
Total 100-160 · Road Project Account			505.85
100.010 · ACT 13 Funds			201,113.93
Total 100.010 · ACT 13 Funds	3.34	13,209.00	187,908.27
100.020 · Emergency Operation Center Acct			22,506.88
Total 100.020 · Emergency Operation Center Acct			22,506.88
100.030 · Fire Protection Fund			4,926.73
Total 100.030 · Fire Protection Fund	13,260.17		18,186.90
100.040 · General Fund			382,990.03
100.046 · SALDO FEES ESCROW-SCHLEMMER			2,240.00
Total 100.046 · SALDO FEES ESCROW-SCHLEMMER		720.00	1,520.00
100.047 · SALDO FEES ESCROW-TRESCO			2,750.00
Total 100.047 · SALDO FEES ESCROW-TRESCO		482.50	2,267.50
Total 100.040 · General Fund	234,625.35	135,682.62	481,932.76
100.050 · Health Maintenance Account			153,456.32
Total 100.050 · Health Maintenance Account	19,002.52	19,885.86	152,572.98
100.060 · Machinery Fund			106,398.58
Total 100.060 · Machinery Fund	13,261.87	46,258.75	73,401.70
100.070 · Park Initiative Account			27,581.56
Total 100.070 · Park Initiative Account	670.47		28,252.03
100.080 · Payroll Account			46,960.20
Total 100.080 · Payroll Account	36,000.87	36,727.71	46,233.36
100.090 · Petty Cash			112.97
Total 100.090 · Petty Cash		2.44	110.53
100.100 · Recreation Fund			16,478.73
Total 100.100 · Recreation Fund	0.28		16,479.01
100.110 · Seanor Park Grant Fund			40,107.35
Total 100.110 · Seanor Park Grant Fund	69,228.11		109,335.46
			

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Treasurer's Report - General Use
As of March 31, 2026

	<i>Deposit</i>	<i>Debit</i>	<i>Balance</i>
100.120 · Sewage Fund			522,390.28
Total 100.120 · Sewage Fund	20,257.62	576.00	542,071.90
100.130 · Small Stream Discharge Account			7,586.01
Total 100.130 · Small Stream Discharge Account	0.13		7,586.14
100.140 · State Fund / Liquid Fuels			482,499.96
Total 100.140 · State Fund / Liquid Fuels	366,017.14	13,019.04	835,498.06
100.150 · Street Light Account			4,877.99
Total 100.150 · Street Light Account	990.77	499.54	5,369.22
100.160 · Special Projects Account			607,940.92
Total 100.160 · Special Projects Account			607,940.92
107.000 · Money Market (General Funds)			1,044,775.62
Total 107.000 · Money Market (General Funds)	887.34		1,045,662.96
109.000 · Certificate of Deposit			1,798,371.04
109.001 · 6 Month CD (Sewage Funds)			532,367.73
Total 109.001 · 6 Month CD (Sewage Funds)	1,268.06		533,635.79
109.002 · 3 Month CD (Sewage Funds)			266,003.31
Total 109.002 · 3 Month CD (Sewage Funds)	653.60		266,656.91
109.003 · 3 Month CD (General Funds)			1,000,000.00
Total 109.003 · 3 Month CD (General Funds)			1,000,000.00
Total 109.000 · Certificate of Deposit	1,921.66		1,800,292.70