

**SALEM TOWNSHIP BOARD OF SUPERVISORS**  
**MEETING AGENDA**  
**January 15, 2025**  
**7:00PM**

Call the meeting to order

Pledge of Allegiance

Prayer

Introduction - Bob Zundel, Kenneth Trumbetta, and Kerry Jobe

Atty. Falatovich and Secy. Otto

Public discussion from residents and taxpayers taken during the course of the meeting, as each item is brought up for motion

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 December 18, 2023 public meeting.

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote: Zundel\_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

1B. Motion to approve the Minutes of the January 6, 2025 reorganizational meeting.

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote: Zundel\_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

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	\$43,516.53
Payroll Fund	\$43,193.85
Fire Protection	\$3,039.75
Sewage	\$1,533.50
Liquid Fuels	\$223.50
Park Initiative	\$1,007.00
Street Lights	\$144.91
Special Projects	\$720.00

**TOTAL \$93,379.04**

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote: Zundel\_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

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1D. Motion to advertise the **2025 Recreation Board’s monthly meeting** schedule, with all meetings held at the Township Municipal Building at 7:00 P.M., on the following dates.

February 10, 2025	June 9, 2025	October 13, 2025
March 10, 2025	July, no meeting	November 10, 2025
April 14, 2025	August 11, 2025	December 8, 2025
May 12, 2025	September 8, 2025	January 12, 2026 Reorg. Mtg.

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote: Zundel\_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

1E. Motion to renew Regola Consulting, LLC’s monthly retainer at \$2500.00 per month.

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote: Zundel\_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe\_\_\_\_\_

1F. Motion to approve resolution **5-2025** 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 EQUIPMENT ASSOCIATED WITH THE GRADALL REPLACEMENT  
PROJECT.**

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote: Zundel\_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

1G. Motion to award \_\_\_\_\_ the alternate bid for replacement of two damaged mast arms on traffic signals within the Township. This motion was tabled at the December 18, 2024 Supervisor meeting.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: Zundel \_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

1H. Motion to hire \_\_\_\_\_ as a Road Crew employee for Salem Township. This motion was tabled at the November 20, 2024 and December 18, 2024 Supervisor meeting.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: Zundel \_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

1I. Motion to appoint **Jesse Maruca** as **Deputy Tax Collector** to collect and settle Act 511, Institution District and Township Real Property Taxes during any period of incapacity of the appointed Tax Collector, as same is defined in the Local Tax Collection Law. This motion was tabled at the January 6, 2025 Supervisor Reorganization meeting.

Motion\_\_\_\_\_ Second \_\_\_\_\_ Vote: Zundel\_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

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- 1J. Motion to approve the Fusting Center Phase II **Lot Consolidation** plan subject to the following conditions being met:
1. References to the “dedication of a public right of way” should be removed from the Statement of Purpose;
  2. Identify the edge of the ROW and center line for State Route 22 as per Section 502(H)(8);
  3. Submit the Title information for the “Access Easements” shown on the Plan.
  4. Remove the Mortgage Certification language from Sheet 1;
  5. A signature line needs added for the Recorder’s Office to sign off on; and
  6. A Revision Number and Date must be added to the Plan.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: Zundel \_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

- 1K. Motion to grant preliminary approval of the Fusting Center Phase II **Site Plan** subject to the following conditions being met:
1. Erosion and Sedimentation Control/NPDES Plan approval is required.

**NOTE: NPDES Permit Application has been submitted to WCD for review.**

2. Township Engineer approval of the Stormwater Management Plan is required.
3. FTMSA/DEP approval of sanitary sewer connections is required.

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**NOTE: In progress.**

4. A PennDOT Highway Occupancy Permit is required.

**NOTE: In progress**

5. Proof of cross easements over the property of “Delmont X Corp” and “Salem 22 Associates” to access the redlight at the intersection of the Salem 22 Associates Property and SR 0022 from the development site is required. Agreements must be submitted to the Township for review prior to recording.
6. A sign package as per Section 601(B)(6) must be submitted with the Preliminary Plan for the design, lighting and location of each free-standing sign.
7. A written agreement between Bushy Run and the Owners of the Holiday Inn must be submitted to the Township allowing emergency vehicle the use of the Holiday Inn driveway to gain access to the Holiday Inn (eastern) side of the Fusting Centre II building.
8. The following NOTE must be added to the Plan:

“All roadway’s depicted in this plan shall be and remain private and the upkeep and maintenance of same shall be the sole and exclusive responsibility of the property owner. Nothing in the submission or approval of this plan shall be deemed or construed as a dedication or acceptance of such roadways as “public roads” within the Salem Township Public Road system.”

9. A Revision Number and Date must be added to the Plan.
10. That modifications of the following sections of the Township SALDO are required:

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- A. A modification of Section 602(d) to permit off-street parking within the required 40' setback.
- B. A modification of Section 602(F)(1) to reduce parking space requirements to a width of 9 ft. and a length of 18 ft.
- C. A modification of Section 416(A) of the SALDO to reduce the required number of off-street parking spaces for multi-family dwellings to 1.5 spaces per unit.
- D. A modification of Section 601(B)(3)(b) of the SALDO relating to building isolation distances to authorize a portion of the buildings to be located closer to a property line than its height.
- E. A Modification of Section 416(A) of the SALDO to increase the height restrictions for multi-family dwellings from three (3) stories to four (4) stories.
- F. A modification of Section 405(H) from the requirement to provide access easements to all sides of the building over the private roads in the Plan for emergency vehicle access purposes

The Planning Commission recommended that all of the aforesaid modifications be approved.

The Township Solicitor also notes that a modification of Section 416(A) of the SALDO is required to increase the maximum number of units authorized in a multi-family dwelling from 8 to the      condominium units proposed, and the density/area requirements of Section 416(B) to authorize the condominiums within this commercial development without complying with the independent minimum area requirements of the SALDO. These modifications were not requested by the Developer and, accordingly, were not addressed by the planning commission.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: Zundel \_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

1L. Motion to approve a modification request dated January 10, 2025 from Daniels Excavating for the encroachment of any and all existing structures located at 1855 State Route 819 into the 40' front yard setback. This modification request pertains to Section 412(B) of the Subdivision and Land Development Ordinance.

A modification request is required to be submitted with a preliminary plan for review and recommendation by the Planning Commission as per Section 308(C). If strict compliance with the terms of the SALDO creates an unnecessary hardship, an exception can be approved by the Board as per Section 205.

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The Applicant did not submit a preliminary plan prior to construction of the Cement Batch Plant, nor did they submit a hardship request to build a garage into the 40 ft. setback. Without a hardship, the PC would not be in a position to consider a recommendation of approval. A recommendation of denial, however, would suggest implications beyond the scope of the Planning Commissions' responsibilities.

The Planning Commission members, therefore, unanimously voted to send the request directly to the Board of Supervisors without making a recommendation.

The PC did make comment to the Applicant at the request of Solicitor Falatovich to expand the modification request to include "any and all existing structures" encroaching into the front building setback as indicated on the Existing Conditions Plan and Proposed Conditions Plan submitted to the Township.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote: Zundel \_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

- 1M. Motion to approve the Miranda Place **Subdivision plan** subject to the following conditions being met:
1. A revised Subdivision Plan must be submitted with the appropriate certification of a Professional Land Surveyor registered in the State of Pennsylvania who has prepared the plan (Section 307.A.7).
  2. In the three (3) major notes in the center of Sheet 1 (under the "Recorder's Certification"):
    - a. The words "variances from" must be removed from the 1<sup>st</sup> sentence. It should read "... Supervisors approves exceptions from and modifications to ....;
    - b. In the 3<sup>rd</sup> Paragraph (relating to ("dedication")), 4<sup>th</sup> line down, the term "Detention Basin" should be replaced with "Catch Basin".
  3. With respect to the "locations of all structures", on Sheet 2.1 of the Site Plan, a portion of the curbing is shown to extend into Miranda Drive. The curbing seems to extend along the edge of the 40' road right of way. Is it the developer's intent to have a 40' paved roadway? If not, the proposed area of the paved cartway must be distinguished from the edges of the 40' right of way on the plan;
  4. The areas of the Common Elements should be physically identified on the Plan. Are the areas outside the units common elements? The Declaration of Planned Community (Pg.

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10) makes reference to the maintenance of lawns and landscaping as a common expense, but it's not clear on the plan who is maintaining the yards outside the units (even though the land is being conveyed with the units post-construction). Accordingly, the areas that are "common elements" must be more specifically identified on the Plan;

5. The "location map" on Overall Cover Sheet 1.0 should also be added to Sheet 1 of the Subdivision Plan;
  6. The Declaration of Plan Community must be revised consistent with the Township Solicitor's recommendations and be resubmitted for approval by the Solicitor and filed with the Recorder of Deeds prior to recording the final plan.
- 1U. Motion to approve the Miranda Place **Site Plan** subject to the following conditions being met.
1. Stormwater Management Plan Approval is required. Township Engineer Doug Regola recommended the following be submitted to the Township:
    - All of the Plans (PCSM, E & S, Profiles, etc.) should be updated to reflect the new layout;
    - The PCSM should be updated to show the impervious area for the new design. The narrative should be revised as necessary. A comparison of impervious areas to the detention facilities for both the previously reviewed PCSM and the current layout is necessary. Based on this information it can be determined if a new analysis is required.

**NOTE: Township Engineer Doug Regola stated this condition has been met.** The foregoing notwithstanding, a Stormwater Management Best Management Practices Operation and Maintenance Agreement is required to be entered between the Township and the Developer before the final plan is recorded and construction permits issued.

2. FTMSA/DEP/Township approval of sanitary sewer tap increase is required.

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- The information provided at the meeting appears to indicate that 25 Taps have been currently allocated with additional taps requested. The additional taps must be approved, and the total taps approved for the site must match the density increase of 31 units.

**NOTE: A request for an increase in the number of taps has been submitted to the DEP and DEP approval is pending.**

3. The Township Engineer should make recommendations for traffic calming devices, including but not limited to the use of stop signs, and advance warning signs, along Mark Drive, to ensure safe entry to and from the Plan from Mark Drive.
  - The Applicant would need to work with the Township in locating stop signs and advance warning devices, providing additional plans if necessary.

**NOTE: Sufficient information for the location of the stop signs and advance warning devices has not been submitted to the Township and forwarded with the Application for PC review, nor have written reports and/or approvals from the Township Engineer or Traffic Engineer been submitted to the Township.**

4. That the Developer provide a revised plan, in a recordable form consistent with the drafting requirements of the Township's SALDO, containing plan notations associated with any modifications approved by the supervisors for the plan and any other required documentation (e.g. HOA Documents, proof of compliance of those requirements referenced above, etc.). The Township Solicitor will provide Cherry Hills with the required plan notations and, once completed, the Developer would return to the Planning Commission for consideration of the revised plan for final approval.



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**NOTE: A recordable plan has been submitted for the Subdivision. The Township Solicitor stated that, once finalized, Sheets 1.0, 1.1. and 2.1 from the Site Plan submission should be recorded along with the subdivision plan as part of the same instrument number. A revised HOA document has not been received.**

By a 2-1 vote, the Planning Commission passed a motion to recommend final conditional approval of the plan submitted on November 20, 2024 (dated November 19, 2024) based on the following:

1. Submit a scaled, detailed drawing for approval by the Township, Township engineer and the Township's traffic engineer showing the locations of all stop signs and advanced warning signals in relation to the entrance onto Mark Drive as per PennDot requirements. (Condition approved by the Supervisors on October 16, 2024);

**NOTE: The Applicant (Cherry Hills) verbally agreed to this condition at the meeting.**

2. Submit a final HOA agreement (Section 417.B);
3. Prepare, Sign and Record a Declaration of Planned Community;
4. The developer must provide quantities and cost estimates to the Township Engineer for the construction of the SWM BMP's so the Township may determine the amount of financial security required for the SWM BMP's;
5. A SWM, BMP O&M Agreement must be prepared and entered between the Owner and the Township;
6. The developer must provide quantities and cost estimates to the Township Engineer for the construction of the roadways and stormwater management facilities within same, and execute a Developer's Agreement with the Township for the construction of same prior to the recording of the final plan (Section 703); and
7. Make suitable arrangements for fixing financial responsibility for continued ownership, maintenance and where applicable, tax liability for all land areas, facilities

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and improvements which will not be dedicated to or accepted by the Township (Section 417.A)

**NOTE: In preliminary review of this Memo, the Township Solicitor has indicated that the Matters raised in proposed Condition No. 7 above can and will be addressed in the final version of the Declaration of Planned Community.**

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote: Zundel\_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_

2. **COMMUNITY DEVELOPMENT**

3. **SEWAGE**

4. **COMMITTEE REPORT**

3A. Solicitor's Report

3B. Treasurer's Report - submitted for the month ending December 31, 2024.

3C. Park Initiative Report

5. **OLD BUSINESS**

6. **NEW BUSINESS**


7. **ADJOURNMENT**

8. Motion to adjourn meeting with the next meeting being a regular meeting to be held on February 19, 2025, at 7:00 P.M. at the Salem Township Municipal Building.

Motion\_\_\_\_\_ Second\_\_\_\_\_ Vote: Zundel\_\_\_\_\_ Trumbetta \_\_\_\_\_ Jobe \_\_\_\_\_


**Time of adjournment:** \_\_\_\_\_

**SALEM TOWNSHIP**  
**Treasurer's Report - General Use**  
**As of December 31, 2024**

	<i>Deposit</i>	<i>Debit</i>	<i>Balance</i>
<b>100-160 · Road Project Account</b>			<b>505.85</b>
Total 100-160 · Road Project Account			505.85
<b>100.010 · ACT 13 Funds</b>			<b>169,856.79</b>
Total 100.010 · ACT 13 Funds	235.65		170,092.44
<b>100.020 · Emergency Operation Center Acct</b>			<b>22,506.88</b>
Total 100.020 · Emergency Operation Center Acct			22,506.88
<b>100.030 · Fire Protection Fund</b>			<b>9,861.38</b>
Total 100.030 · Fire Protection Fund	211.30		10,072.68
<b>100.040 · General Fund</b>			<b>811,231.37</b>
Total 100.040 · General Fund	65,523.07	102,813.50	773,940.94
<b>100.050 · Health Maintenance Account</b>			<b>157,331.02</b>
Total 100.050 · Health Maintenance Account	16,216.69	17,427.67	156,120.04
<b>100.060 · Machinery Fund</b>			<b>185,628.03</b>
Total 100.060 · Machinery Fund	454.73	1,650.39	184,432.37
<b>100.070 · Park Initiative Account</b>			<b>42,093.35</b>
Total 100.070 · Park Initiative Account	58.40		42,151.75
<b>100.080 · Payroll Account</b>			<b>49,523.04</b>
Total 100.080 · Payroll Account	34,070.92	38,747.82	44,846.14
<b>100.090 · Petty Cash</b>			<b>35.22</b>
Total 100.090 · Petty Cash			35.22
<b>100.100 · Recreation Fund</b>			<b>15,692.35</b>
Total 100.100 · Recreation Fund	21.77		15,714.12
<b>100.120 · Sewage Fund</b>			<b>549,597.46</b>
Total 100.120 · Sewage Fund	19,154.01	983.00	567,768.47
<b>100.130 · Small Stream Discharge Account</b>			<b>7,474.75</b>
Total 100.130 · Small Stream Discharge Account	10.37		7,485.12
<b>100.140 · State Fund / Liquid Fuels</b>			<b>290,909.44</b>
Total 100.140 · State Fund / Liquid Fuels	403.39	1,282.91	290,029.92
			

**SALEM TOWNSHIP**  
***Treasurer's Report - General Use***  
**As of December 31, 2024**

	<i>Deposit</i>	<i>Debit</i>	<i>Balance</i>
<b>100.150 · Street Light Account</b>			<b>6,298.68</b>
Total 100.150 · Street Light Account	41.31	394.96	5,945.03
<b>100.160 · Special Projects Account</b>			<b>664,046.96</b>
Total 100.160 · Special Projects Account		1,886.00	662,160.96
<b>107.000 · Money Market</b>			<b>1,011,069.27</b>
Total 107.000 · Money Market	2,415.57		1,013,484.84
<b>109.000 · Certificate of Deposit</b>			<b>760,939.89</b>
<b>109.001 · 6 Month CD</b>			<b>507,962.92</b>
Total 109.001 · 6 Month CD	1,961.44		509,924.36
<b>109.002 · 3 Month CD</b>			<b>252,976.97</b>
Total 109.002 · 3 Month CD	10.40		252,987.37
Total 109.000 · Certificate of Deposit	1,971.84		762,911.73

Bill Sheet for Meeting of:	January 2025	
<b>General Fund</b>		
Advance Auto Parts	parts	\$114.71
AT&T FirstNet	Emergency Mgt coordinator phone	\$150.92
Bankosh Sanitation	trash collection	\$131.25
Be Sure Testing	random	\$195.00
Cecchini, Fred	Code Enforcement	\$350.00
Cintas	uniforms/rugs	\$1,107.25
Comcast	fax/internet	\$194.59
Dearborn Group	life insurance	\$211.73
Downs, Jean	janitor municipal bldg & restrooms at park	\$330.00
Export Fuel	diesel/gasoline	\$1,482.98
Falatovich, Gary	legal services	\$5,044.00
The Fastener Shop	bolts for plow edge	\$123.37
First Commonwealth credit card	quickbooks with payroll annual fee/3 rolls stamps/ office supplies	\$1,927.79
FirstNet/At&T	EOC Center phone bill	\$150.92
Ford	Remote workstation support	\$259.98
Ford	phone service	\$272.27
Ford	microsoft 365 monthly licensing	\$24.90
Ford	Firewall renewal	\$349.79
Henry's	inspection	\$60.00
Hoffman	dog control	\$210.00
Jobe Inspection	permits	\$962.16
Kovac Enterprises	oil	\$258.21
MAWC	Seanor Park/Municipal Bldg water 4th quarter 2024	\$179.31
MEIT	insurances/sht.&llong term disabil.	\$842.80
Murray Automotive	parts	\$380.26
PA one call	one call fees	\$42.92
Penn Franklin News	advertising	\$290.00
Regola & Assoc.	engineering	\$3,468.75
Regola consulting	consulting	\$2,800.00
Thrift Supply	parts	\$43.18
Sam's Club	lunchroom/office supplies	\$49.74
UPMC Health Plan	health insurance	\$16,000.00
Vector Security	security system	\$74.98
Westmoreland County Assoc. Twp Sup.	Dues	\$500.00
West Penn Power	traffic lights/utilities	\$4,932.77
	<b>TOTAL:</b>	<b>\$43,516.53</b>
<b>Fire Protection</b>		
MAWC	4th Quarter 2024 hydrants	\$3,039.75
	<b>TOTAL:</b>	<b>\$3,039.75</b>
		

<b>Liquid Fuels</b>		
Tresco Paving	19MM	\$223.50
	<b>TOTAL:</b>	<b>\$223.50</b>
<b>Park Initiative</b>		
Cleveland Brothers	Electronic data for machinges for ballfield	\$1,007.00
	<b>TOTAL:</b>	<b>\$1,007.00</b>
<b>Sewer Revenue</b>		
Morris Knowles	engineering	\$833.50
McElhinny Plumbing	175 Sheffield and 260 Cloverleaf Dr lateral	\$700.00
	<b>T O T A L:</b>	<b>\$1,533.50</b>
<b>Special Projects</b>		
Morris Knowles	Crabtree Feasability	\$720.00
	<b>TOTAL:</b>	<b>\$720.00</b>
<b>Street Lights</b>		
West Penn Power	street lights	\$144.91
	<b>T O T A L:</b>	<b>\$144.91</b>