

SALEM TOWNSHIP BOARD OF SUPERVISORS
ANNUAL ORGANIZATIONAL MEETING
MUNICIPAL BUILDING - 7:00 P.M.
JANUARY 5, 2026

- Call the meeting to order

The purpose of this meeting is to organize the Board of Supervisors of Salem Township for the coming year beginning January 1, 2026.

- Call the meeting to order
- Pledge of Allegiance
- Prayer
- Introduction
- Public discussion from residents and taxpayers taken as items are brought up for motion
- Announcements: No smoking during meetings
- Please turn off all cell phones
- Administrative Actions:

1. APPOINTMENTS

1A. Motion to appoint _____ as **Chairman** of the Board of Supervisors.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

1B. Motion to appoint _____ as **Vice-Chairman** of the Board of Supervisors.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

1C. Motion to appoint _____, as **Secretary Treasurer** of the Board of Supervisors.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

1D. Motion made to appoint Supervisor _____ as **head of office**.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

1E. Motion to appoint _____ as **full time Roadmaster**.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

1F. Motion to appoint _____ as **full time Roadmaster**.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

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- 1G. Motion to appoint _____ as **part time Roadmaster**.
Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____
- 1H. Motion to appoint _____ as **Solicitor** for the Township of Salem, at a retainer rate of \$_____ **per month and \$_____ per hour for work done outside the monthly meeting.**
Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____
- 1I. Motion made to appoint _____ as **engineer** for the Township of Salem.
Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____
- 1J. Motion made to appoint _____ as **primary sewage enforcement officer** for the Township of Salem.
Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____
- 1K. Motion made to appoint _____ as **secondary sewage enforcement officer** for the Township of Salem.
Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____
- 1L. Motion made to appoint _____ as the **alternate secondary sewage enforcement officer** for the Township of Salem to allow for completion of outstanding 2025 septic permit applications.
Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____
- 1M. Motion made to appoint **Becky Maruca as Tax Collector** to collect Act 511 and institution district taxes for Salem Township for the year 2026 with compensation set at a rate of 4% of the taxes collected.
Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____
- 1N. Motion made to appoint **Becky Maruca as Tax Collector to collect township real property taxes**, with compensation to be set at a rate of 4% of the first \$300,000 in taxes collected and then at a rate of 2% on any township real property taxes collected in excess of \$300,000 for the year 2026.
Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

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- 1O. 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.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1P. Motion to appoint _____ to serve on the ***vacancy board*** for the Township of Salem.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1Q. Motion to appoint _____ as **emergency management coordinator** for the Township of Salem.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1R. Motion to appoint _____ to serve as **assistant emergency management** coordinator for the Township of Salem.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1S. Motion to appoint _____ as **Code Enforcement Officer** for the Township of Salem.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1T. Motion to appoint _____ to replace the elected auditors to *conduct the audit* of the 2025 fiscal year, pursuant to the terms of the Second-Class Township Code for the total sum of \$_____

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1U. Motion to appoint Supervisor _____ as ***voting delegate to the 2026 PSATS Annual Convention.***

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- IV. Motion to appoint _____ as voting delegate and alternate delegates _____ and _____ to the Westmoreland County Tax Collection Committee (WCTCC) for 2026.

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

**A RESOLUTION OF THE TOWNSHIP OF SALEM, WESTMORELAND COUNTY,
PENNSYLVANIA APPOINTING A VOTING DELEGATE AND ALTERNATIVE DELEGATES TO**

SALEM TOWNSHIP BOARD OF SUPERVISORS
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THE WESTMORELAND COUNTY TAX COLLECTION COMMITTEE (WCTCC) PURSUANT TO
SECTION 505(b) OF THE LOCAL TAX ENABLING ACT

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1X. Motion to appoint _____ as Salem Township’s Municipal representative to the Westmoreland Heritage Trail for 2026. (Term runs Jan 2026-Dec 2028)

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1Y. Motion to accept the resignation of John Durco from the Planning Commission.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1Z. Motion to appoint _____ to the Salem Township Planning Commission.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1Z1. Motion to reaffirm the appointments of the following individuals to the Salem Township **Planning Commission**:

1. Ms. Connie Mattei (originally appointed July 17, 2019)

2. Mr. Paul Holleran (originally appointed January 17, 2024)

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1Z2. Motion to appoint and/or reaffirm the appointment of the following individuals to the **UCC Appeals Board** for their established terms, with five members and two alternates as follows. It is to be noted that the positions are all “volunteer positions”.

Keith Walters

Robert Rosetti

Timothy Jobe

Jim Fontana

Brian Crystaloski

Alternates are Keith Brinker and Douglas Regola

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

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- 1Z3. Motion to appoint and/or reaffirm the appointment of the following individuals to serve on the **Recreation Board** to serve for their established terms: It is to be noted that the positions are all “volunteer positions”.

Ashley Dobies
Kathy Hamilton
Gerry Sacco
Lynn Jobe
Tim D'Aurora
Mark Steeves
Tim Kozinko

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 1Z4. Motion to appoint The Township Secretary-Treasurer as Open Records Officer and the Assistant Secretary-Treasurer as Deputy **“Open Records Officer” for 2026.**

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

2. ADMINISTRATION

- 2A. Motion made to approve **Resolution 02 – 2026**, A Resolution of the Board of Supervisors of the Township of Salem, County of Westmoreland, Commonwealth of Pennsylvania, appointing _____ **as Secretary-Treasurer** of the Township of Salem and setting the compensation of same.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 2B. Motion to approve **Resolution 03 -2026**, A Resolution of the Township of Salem, Westmoreland County, Pennsylvania, appointing **First Commonwealth Bank, PNC Bank, S&T Bank, Commercial National Bank and Citizens Bank** as Depositories of Township Funds.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 2C. Motion to approve attendance and reimbursement of expenses of the supervisors and secretary to the 2026 **Pennsylvania State Association of Township Supervisors' (PSATS) Annual convention** to be held in Hershey, PA, from **April 19-22, 2026** as per Second Class Township Code Rules.

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Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 2D. Motion to designate the **Delmont Salem News** as the **primary advertising source** to advertise the township's legal notices.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 2E. Motion to designate **The Tribune Review** as **secondary advertising** source to advertise the township's legal notices.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 2F. Motion to establish the Salem Township Supervisors **Regular meeting schedule for the year 2026** with each meeting to be held on the following Wednesdays at 7 pm at the Salem Township Municipal Building and to direct Secretary to advertise same:

January, 21, 2026
February 18, 2026
March 18, 2026
April 15, 2026
May 20, 2026
June 17, 2026

July 15, 2026
August 19, 2026
September 16, 2026
October 21, 2026
November 18, 2026
December 16, 2026

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 2G. Motion to advertise the **Planning Commission 2026 regular monthly meeting** schedule, with all meetings held at the Township Municipal Building at 6:00 P.M., on the following dates. Note that meeting will be held only if agenda items have been presented for review.

February 4, 2026
March 4, 2026
April 1, 2026
May 6, 2026
June 3, 2026

July 1, 2026
August 5, 2026
September 2, 2026
October 7, 2026
November 4, 2026
December 2, 2026

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

- 2H. Motion to approve the standard business **Mileage Reimbursement Rate for 2026** at 72.5 cents/**mile**, up 2.5cents from 2025, per PSATS and IRS notification of same.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

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2I. Motion to approve **Resolution No. 04-2026** as follows:

**A RESOLUTION OF THE TOWNSHIP OF SALEM, WESTMORELAND COUNTY,
PENNSYLVANIA, RETAINING A THIRD-PARTY INSPECTION AGENCY FOR
PURPOSES OF ISSUING PERMITS, CONDUCTING PLAN REVIEWS AND
INSPECTIONS AND ENGAGING IN THE ADMINISTRATION AND ENFORCEMENT OF
SALEM TOWNSHIP ORDINANCE NO. 05-2004, AND ESTABLISHING PERMITTING
AND INSPECTION FEES THEREFORE**

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

2J. Motion to approve **Resolution No. 05-2026** as follows:

**A RESOLUTION OF THE TOWNSHIP OF SALEM, WESTMORELAND COUNTY,
PENNSYLVANIA APPROVING MODIFICATIONS TO THE FEE SCHEDULE AND
CHARGES ASSOCIATED WITH ON LOT SEWAGE DISPOSAL SYSTEMS**

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

2K. Motion to approve renewing membership with the Indiana-Westmoreland Council of Governments with annual membership dues of \$100.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

3. NEW BUSINESS:

4. OLD BUSINESS –

5. ADJOURNMENT

5A. Motion to adjourn the meeting with the ***first regular meeting of the Board of Supervisors*** to be held on **Wednesday, January 21, 2026**, at 7:00 pm at the Salem Township Municipal Building.

Motion_____ Second _____ Vote: Zundel_____ Paulich _____ Jobe _____

Time of Adjournment: