

SALEM TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES
September 18, 2024
7:00PM

23608

- ⌘ Call the meeting to order Bob Zundel, Kenneth Trumbetta and Kerry Jobe
 Atty. Falatovich(Absent) and Secy. Otto
- ⦿ Pledge of Allegiance
 - ⦿ Prayer
 - ⦿ Introduction
 - ⦿ 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 made by Kerry Jobe and seconded by Ken Trumbetta to approve the Minutes of the August 21, 2024, public meeting.

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
 Motion passed unanimously.

- 1B. Motion made by Ken Trumbetta and seconded by Kerry Jobe 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	\$44,476.58
Payroll Fund	\$43,615.59
Machinery	\$219.00
Liquid Fuels	\$71,021.88
Street Lights	\$394.96
Sewer Revenue	\$11,470.00

TOTAL	\$171,198.01
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Resident Tom Ridella questioned what the charges were for on Solicitor Falatovich's \$7,000 bill. Most of the charges were related to complicated plans that came through planning. Tom questioned the specifics of each charge and stated that the Supervisor's should know what they are paying for. Tom would like to see written procedures and policies in place.

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Resident Matt Rebitch asked if the Supervisor’s are certain that we are not being overbilled for items that aren’t absolutely necessary.

Resident Lisa Segina referred a question to Planning Commission Chair, Connie Mattei asking if there are things related to Planning that the Solicitor does that aren’t legal issues. Connie explained that there has been a pattern of Developers and Surveyors being comfortable going directly to Solicitor Falatovich rather than to the Township. It will take some time to work through that. We would like to see line-item details on his invoice. We will not be able to escrow his fees if we don’t know exactly what he is doing. Sometimes there is more research than we ask for. He is doing his due diligence. Connie recommends that the fees be updated, and procedures being updated prior to the SALDO being enacted so we can recoup some of the costs.

Resident Ed Rebitch suggested loading all the invoices online to create transparency. He also suggested the solicitors billing software bill in 15 minute increments.

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
Motion passed unanimously.

- 1C. Motion made by Ken Trumbetta and seconded by Kerry Jobe to accept the Salem Township Service Employees Defined Benefit Pension Plan Financial Requirement and Minimum Municipal Obligation Report for the 2025 Municipal Budget as follows:

SALEM TOWNSHIP SERVICE EMPLOYEE’S PENSION PLAN
FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION
FOR 2025 MUNICIPAL BUDGET

A. Normal Cost	
1. Normal Cost as a Percent of Payroll	10.256%
2. Estimated 2024 Payroll for Active Participants	\$ 319,256
3. Normal Cost (A1 x A2)	\$ 32,743
B. Financial Requirement	
1. Normal Cost (A3)	\$ 32,743
2. Anticipated Insurance Premiums	0
3. Anticipated Administrative Expense	10,216
4. Amortization Payment, if any ^	0
5. Financial Requirement (B1 + B2 + B3 + B4)	\$ 42,959
C. Minimum Municipal Obligation	
1. Financial Requirement (B5)	\$ 42,959
2. Anticipated Employee Contributions	0
3. Funding Adjustment, if any	11,643

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4. Minimum Municipal Obligation (C1 - C2 - C3)

\$ 31,316

NOTES:

1. 2025 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
2. Deposit into the Plan's assets must be made by December 31, 2025 to avoid an interest penalty.
3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2025 budget along with an interest penalty.

I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.

Certified By:

Chief Administrative Officer Date

Prepared using the January 1, 2023 Valuation

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
Motion passed unanimously.

Kerry Jobe explained that this is a significant drop in the Minimum Municipal Obligation. Last year the MMO was approximately \$90K and the year before was closer to \$140K. These numbers are based on the January 1, 2023, Valuation. At the time, we were at 105% funded. The market hasn't dipped or gone up much. We are going to be slightly under the total contribution this year. We are finally out of the point where the taxpayers are subsidizing the pension system by putting more money into it than we are gaining. If the market stays where it is supposed to be we can ride it out as it is.

- 1D. Motion made by Kerry Jobe and seconded by Ken Trumbetta to approve the Payment of \$ \$31,316 for the Township's MMO consistent with the amount set forth in Paragraph C4 of the approved Minimum Municipal Obligation Report for 2025 Township Employees Defined Benefit Pension Plan.

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
Motion passed unanimously.

- 1E. Motion made by Ken Trumbetta and seconded by Kerry Jobe to approve the Salem Township Service Employees Defined Contribution Pension Plan Financial Requirement and Minimum Municipal Obligation Report for 2025 Municipal Budget as follows:

SALEM TOWNSHIP SERVICE EMPLOYEE'S PENSION PLAN (DC)

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**FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL OBLIGATION
FOR 2025 MUNICIPAL BUDGET**

A. Defined Contribution

1. Employer Defined Contribution as a Percent of Payroll	9.0%
2. Estimated 2025 Payroll	\$ 175,674
3. Total Defined Contribution (A1 x A2)	\$ 15,811

B. Financial Requirement and Minimum Municipal Obligation (MMO)

1. Total Defined Contribution (A3)	\$ 15,811
2. Anticipated Administrative Expense	0
3. Total Financial Requirement and MMO (B1 + B2)	\$ 15,811

NOTES:

1. 2025 General Municipal Pension System State Aid may be used to fund part or all of the municipal obligation and must be deposited within 30 days of receipt. Any remaining balance must be paid from municipal funds.
2. Actual employer obligation for 2025 will depend on actual eligible participants and payroll for 2025
3. Any delinquent Minimum Municipal Obligation from prior years must be included in the 2025 budget along with an interest penalty.

I hereby certify that the above calculations, to the best of my knowledge, are true, accurate, and conform with the provisions of Chapter 3 of Act 205 of 1984.

Certified By:

Chief Administrative Officer Date

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
Motion passed unanimously.

- 1F. Motion made by Kerry Jobe and seconded by Ken Trumbetta to approve the Payment of \$15,811 for the Township's MMO for the Township Employees Defined Contribution Pension Plan, consistent with the amount set forth in Paragraph B3 of the approved Minimum Municipal Obligation Report for 2025.

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
Motion passed unanimously.

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- 1G. Motion made by Ken Trumbetta and seconded by Kerry Jobe to approve the UPMC Health Plan 2024 Contract Renewal, effective October 30, 2024. (8.4% increase). The current monthly premium is \$12,174.07. New estimated monthly premium \$13,199.96. \$

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
 Motion passed unanimously.

- 1H. Motion made by Kerry Jobe and seconded by Ken Trumbetta to make the annual Fire Tax contributions from the Fire Protection Account to the Slickville and Forbes Road Volunteer Fire Departments in the amount of \$35,000 each.

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
 Motion passed unanimously.

- 1I. Motion made by Ken Trumbetta and seconded by Kerry Jobe to approve payment from the General Fund to the **Slickville VFD and the Forbes Road VFD of 25% of the LST Tax** Collected in 2023. The total amount available for distribution is \$33,923.75 and each department will receive \$16,961.87

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
 Motion passed unanimously.

- 1J. Motion made by Kerry Jobe and seconded by Ken Trumbetta to approve payment from the General Fund to the Slickville VFD and the Forbes Road VFD for the Commonwealth State Aid allocation that was received in 2024. The total amount available for distribution is \$41,015.61 and each department will receive \$20,507.80

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
 Motion passed unanimously.

- 1K. Motion made by Ken Trumbetta and seconded by Kerry Jobe to adopt **Ordinance No. 01-2024** titled:

AN ORDINANCE OF THE TOWNSHIP OF SALEM, WESTMORELAND COUNTY, PENNSYLVANIA, AMENDING AND RESTATING THE TOWNSHIP'S RESTRICTED ROADWAYS ORDINANCE NO. 05-2014, INCORPORATING ALL AMENDMENTS THERETO HEREIN; AFFIRMING WEIGHT LIMITS PREVIOUSLY ESTABLISHED ON TOWNSHIP ROADS; ESTABLISHING AND RESTATING REGULATIONS FOR AND IMPOSING WEIGHT LIMITS ON VARIOUS EXISTING POSTED TOWNSHIP HIGHWAYS, ROADWAYS, STREETS AND BRIDGES AND IMPOSING SUCH REGULATIONS ON THOSE ADDITIONAL TOWNSHIP HIGHWAYS, ROADWAYS, STREETS AND BRIDGES SET FORTH HEREIN

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Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
 Motion passed unanimously.

- 1L. Motion made by Kerry Jobe and seconded by Ken Trumbetta to approve the request of Penn Home & Farm LLC To add Lot 1 to the property of John & Patricia Kilpatrick as an additional side yard. Tax map# 57 12 00 0 021. Approval is subject to the following conditions being met:
1. A Non-Buildable Waiver for Lot 1 was signed by the Owners and submitted with the Application. SEO, Township and DEP approvals are required.
 2. The front "Building Setback Line" should be shown on the Plan as thirty (30) feet off Mark Drive for the Kilpatrick Property (Tax Map Parcel No. 57-12-08-0-006) as per Sections 412.A and 502.H.11;
 3. The Side and Rear Setback Line should be shown on the Plan as ten (10) feet for the Kilpatrick Property (Tax Map Parcel No. 57-12-08-0-006) and Lot 1 as per Sections 412.D and 502.H.11;
 4. Label the "driveway" to the dwelling on the Kilpatrick Property (Tax Map Parcel No. 57-12-08-0-006) as per Section 502.H.12;
 5. The Right-of-Way width and Identification Number for Mark Drive needs added to the Plan as per Sections 502.H.15 and 307.D.6;
 6. The Pre- and Post-Subdivision Acreage of both the Penn Home and Farm LLC Property and the Kilpatrick Property must appear on the Plan as per Section 307.D.1;
 7. The location of any sanitary sewer easement affecting the property must be identified and shown on the plan as per Sections 307.D.5 and 502.H.7;
 8. The following Note must appear on the Plan:

"Penn Home and Farm owns 54 Mark Drive, Tax Map Parcel No. 57-12-00-0-032, access to Tax Map Parcel No. 57-12-00-0-021 from Mark Drive is available through that property."
 9. Documentation must be provided to confirm the current registered address of Penn Home and Farm LLC with the PA Department of State Corporation Bureau.

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10. Provide copies of all documents filed with the Pa Department of State Corporation Bureau identifying the "members" of Penn Home and Farm LLC;
11. The Owner's Certification must include the name of the representative for Penn Home & Farm LLC and identify same as the "Sole Member" as per Section 502.H.22;
12. John J. Kilpatrick and Patricia G. Kilpatrick must sign off on the Plan as per Section 502.H.22;
13. A Revision Number and Date must be shown on the Plan.

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
 Motion passed unanimously.

- 1M. Motion made by Ken Trumbetta and seconded by Kerry Jobe to approve the request of Florence Jean Artman and Sara Starrett To subdivide using existing Township boundaries in order to alleviate the hardship of compliance of Township and Municipality ordinances. The request is to have Lot #1 bearing tax map No. 49-16-00-0-099 located in the Municipality of Murrysville and tax map No. 57-07-00-0-035 and -36 located in Salem Township to be moved into one Municipality. Approval is subject to the following conditions being met:
1. All areas on the plan identified as "Remaining Lot B" should be **changed** to "Residual Lot 2".
 2. Note 5 of the Plan must be **amended** to read as follows:

"STATEMENT OF PURPOSE. The property to be subdivided consists of a single parcel of land conveyed to the Owners by deed dated June 5, 2015 and recorded with the Recorder of Deeds of Westmoreland County at Instrument No. 201506050017863. The property is located partially in Salem Township and partially in the Municipality of Murrysville. The property currently has three (3) separate tax map parcel nos. namely Tax Map Nos. 57-07-00-0-035 & 57-07-00-0-036 in Salem Township and Map No. 49-16-00-0-099 in Murrysville. The purpose of the plan is to create a 2-Lot subdivision with Lot 1 being a new buildable lot for the construction of a new single-family home, and a Residual Lot 2 containing an existing single-family home with existing sewage facilities. Portions of Lot 1 and Residual Lot 2 are located in both the Township of Salem and the Municipality of Murrysville."
 3. The following sentence must be **removed** from the "Owners' Certificate":

All Streets And Alleys Not Heretofore Dedicated, Which Are

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Specified On The Final Plat To Be Dedicated Are Hereby Dedicated To The Public.

4. Note 7 on the Plan should be amended to **remove** the following language:

"NO DEDICATION OF ANY ROAD, ACCESS WAY, SANITARY SEWAGE OR STORM WATER DISPOSAL SYSTEM FOR PUBLIC ALL BE MADE UNLESS AND UNTIL SAME ARE CONSTRUCTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE TOWNSHIP FOR PUBLIC FACILITIES IN EFFECT AT THE TIME THE DEDICATION IS MADE. ANY SUBSEQUENT DEDICATION OF A PRIVATE ROAD, ACCESS WAY, SANITARY SEWAGE OR STORM WATER DISPOSAL SYSTEM FOR PUBLIC PURPOSES MAY ONLY BE ACCEPTED BY THE BOARD OF SUPERVISORS BY RESOLUTION AND BE SUBJECT TO ANY CONDITIONS IMPOSED BY THE BOARD OF SUPERVISORS AT THAT TIME. NOTHING IN THIS PARAGRAPH SHALL BE DEEMED OR CONSTRUED TO REQUIRE THE TOWNSHIP TO ACCEPT THE DEDICATION OF ANY PRIVATE ROAD, SCESS WAY, SANITARY SEWAGE OR STORM WATER DISPOSAL SYSTEM FOR PUBLIC PURPOSES REGARDLESS OF THE MANNER IN WHICH IT IS CONSTRUCTED."

5. Note 9 on the plan must be **amended** to read as follows:

OWNERS HEREBY CREATE AND RESERVE PRIVATE PERMANENT EASEMENTS OVER AND THROUGH LOT NO. 1 AND RESIDUAL LOT "2 " TO PROVIDE INGRESS, EGRESS AND REGRESS TO LOT 1 AND RESIDUAL LOT "2" TO STATE ROUTE 66 AND THE EXISTING HOME LOCATED ON RESIDUAL LOT "2" IN THE AREAS SHOWN ON THE PLAN. SUCH EASEMENTS SHALL BOTH BURDEN AND BENEFIT LOT 1 AND RESIDUAL LOT "2".

6. All references to Tax Map Parcel Numbers as "PID" must be removed and replaced with "Tax Map Parcel No."
7. The Pre- and Post-subdivision acreage of the existing property and each lot must be clearly shown on the Plan (Section 307.D.1) and the existing references on the Plan should be amended to read as follows:

Area of Existing Property Before Subdivision - 12.93 acres

Post-Subdivision Area of Lot 1 - 4.83 acres

Post-Subdivision Area of Residual Lot 2 - 8.10 acres

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8. A Sewage Planning Module for Lot 1 must be submitted to the Township. Township, SEO and DEP approvals are also required.
9. Approval by the Municipality of Murrysville is required.
10. A Revision Number and Date must be shown on the Plan.

Connie Mattei explained that this was a very complicated legal plan. The parcels are between two municipalities and tax assessment for the county assigned three tax map numbers. That probably won't go through until Murrysville looks at it and we haven't seen a Sewage Facilities Planning Module.

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
 Motion passed unanimously.

2. COMMUNITY DEVELOPMENT –

- a. Public Outreach – stormwater/MS4 – annual review of educational materials.

Bob Zundel stated that materials are on the table for anyone interested in learning about Stormwater.

3. SEWAGE –

Bob Zundel explained that for the past two days sewage has been pumped out of our pumping station. There is no problem with the pumping station or our lines. They don't want any more sewage downstream because they have interceptor problems in White Valley. FTMSA is taking care of it.

Kerry Jobe gave an update on the Unity Township Municipal Authority Crabtree sewage project. We approved a preliminary feasibility study. We have been getting good numbers back from that study. There will be a slight increase in invoices from Morris Knowles due to the amount of work involved. It looks like it will be more cost effective than the MAWC deal. A PowerPoint presentation will be available once we have final numbers. The top of the service area will be number 6. If you run the lines further, it doesn't increase the cost. It is a wash.

4. COMMITTEE REPORT

- 4A. Solicitor's Report –
- 4B. Treasurer's Report - submitted for the month ending August 31, 2024
- 4C. Park Initiative Report

5. OLD BUSINESS

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Resident Kent Boggs brought up a recent article that he read in the Tribune – Review that stated that Delmont Boro is trying to push \$24K in asphalt paving onto the taxpayers in Salem Township for sewage work being done on Church Street. The Supervisors assured him that the fees will not be accepted.

Lisa Segina asked what steps are being taken to enforce the Township Ordinances. The Supervisors explained that we get our Code Enforcement Officer involved. Are penalties and stop work orders being issued to Daniel's Excavating? Supervisors said no because they are currently going through the process of obtaining necessary permits.

Resident Lisa Heasley wants to know why this is becoming an issue now when this person has been in business for 4 years.

Resident Tom Ridella asked if there are any lawsuits pending against the Township. There are not any pending lawsuits.

6. **NEW BUSINESS –**
Special meeting 9/24 for grant applications

Grant Applications are due for the LSA grant on September 30. We did not have numbers ready for the motion. We need a special meeting once we have the quotes for a mower and shed for the park. We don't want to miss the opportunity.

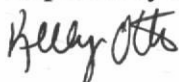
7. **ADJOURNMENT**

7. Motion made by Kerry Jobe and seconded by Ken Trumbetta to adjourn meeting with the next meeting being a regular meeting to be held on October 16, 2024, at 7:00 P.M. at the Salem Township Municipal Building.

Vote: Bob Zundel, Ken Trumbetta and Kerry Jobe voted for the motion.
 Motion passed unanimously.

Time of adjournment: 8:13

Respectfully submitted,



Kelly Otto