

**SALEM TOWNSHIP BOARD OF SUPERVISORS
ANNUAL ORGANIZATIONAL MEETING MINUTES
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 made by Todd Paulich and seconded by Bob Zundel to appoint Kerry Jobe as **Chairman** of the Board of Supervisors.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1B. Motion made by Todd Paulich and seconded by Kerry Jobe to appoint Bob Zundel as **Vice-Chairman** of the Board of Supervisors.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1C. Motion made by Bob Zundel and seconded by Todd Paulich to appoint **Kelly Otto**, as **Secretary Treasurer** of the Board of Supervisors.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1D. Motion made by Todd Paulich and seconded by Bob Zundel to appoint Supervisor Kerry Jobe as **head of office**.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1E. Motion made by Todd Paulich and seconded by Kerry Jobe to appoint Bob Zundel as **full time Roadmaster**.

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

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1F. Motion made by Bob Zundel and seconded by Kerry Jobe to appoint Todd Paulich as **full time Roadmaster**.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1G. Motion made by Bob Zundel and seconded by Todd Paulich to appoint Kerry Jobe as **part time Roadmaster**.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1H. Motion made by Todd Paulich and seconded by Bob Zundel to appoint **MBM Law as Solicitor** for the Township of Salem, at a retainer rate of \$0 **per month** and \$175.00 per hour for work done outside the monthly meeting.

Kerry Jobe – there wasn’t a monthly retainer in their proposal. Kerry explained that Solicitor Falatovich was with us for 24 years. He is not physically here on a regular basis. Kerry praised Solicitor Falatovich for his tenure. We have accomplished things such as a stormwater ordinance. Each person has strengths and weaknesses but it was time for a change. It was important to find a group of people who could be here to answer our questions quickly and to work for us exclusively rather than intercepting calls from developers, surveyors, and residents. There will be at least two different people here. As time goes on, they will introduce themselves One has a tone experience like Solicitor Falatovich and there are younger attorneys that have been there for a couple of years. They all work for us and you. This is not a referendum on Solicitor Falatovich. He was there for us when we needed him for a very important portion of the Township to get to point A to B. he will work with us as we transition to the new firm.

Resident Debbie Perino asked how the Township decided on a “Firm”. If it is a firm, it could be a group of 10 or 12 employees. You may not know who the solicitor is and who isn’t. The whole firm or who you are dealing with. She doesn’t care about the idea of a firm. She thinks it should be one individual. Kerry assured Debbie that we aren’t going to have everyone at the firm; we will have two. They have several school districts in the area and some municipalities and boroughs. Todd Paulich said the seasoned attorney’s name is Falco Muscante and his younger colleague is Ryan Thomas. Todd said that most of his supporters did not like that Solicitor Falatovich was not here. Kerry ensured that he would not stick the Township with a firm that he didn’t think had the townships best interest in mind.

Resident and former Planning Commission Chair, Jack Dunaway praised and thanked Solicitor Falatovich for leading the Planning Commission during his time as chair.

23608

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

He also praised current chair, Connie Mattei for doing all the due diligence equally as effective as Solicitor Falatovich did. Jack expressed concerns with how long Connie will be able to do that. Todd Paulich said that it probably isn't sustainable to do it for free forever.

Resident Lisa Segina welcomed the change in hopes of bringing balance and fairness back to the Township and allows the supervisors to make decisions based on what the law is and not what public interest is or what friendships are.

Resident Tom Ridella also welcomed the change and is a firm believer in term limits because you get stuck in a rut and bad things can happen. This is a step in the right direction.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1I. Motion made by Bob Zundel and seconded by Todd Paulich to appoint Doug Regola as **engineer** for the Township of Salem.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1J. Motion made by Todd Paulich and seconded by Bob Zundel to appoint Doug Regola as **primary sewage enforcement officer** for the Township of Salem.

Kerry Jobe stated that Dave Jobe requested to be kept on as a secondary alternate to finish out the permitting that he has already done. Dave recommended Doug to take over as SEO. He was the Township SEO in the past. Dave is looking to lighten his workload and this is one thing he is giving up.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1K. Motion made by Bob Zundel and seconded by Todd Paulich to appoint Richard Bourg as **secondary sewage enforcement officer** for the Township of Salem.

Richard Bourg works with Doug Regola

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1L. Motion made by Bob Zundel and seconded by Todd Paulich to appoint Dave Jobe as the **alternate secondary sewage enforcement officer** for the Township of Salem to allow for completion of outstanding 2025 septic permit applications.

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

Lisa Segina asked for a time-frame for the secondary alternate. Kerry said probably months. There probably won't be any additional fees taken in because it is work that has already been assigned.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 23608
- 1M. Motion made by Todd Paulich and seconded by Bob Zundel 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.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1N. Motion made by Bob Zundel and seconded by Todd Paulich 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.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1O. Motion made by Todd Paulich and seconded by Bob Zundel 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.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1P. Motion made by Todd Paulich and seconded by Bob Zundel to appoint **Fred Cecchini** to serve on the **vacancy board** for the Township of Salem.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1Q. Motion made by Todd Paulich and seconded by Bob Zundel to appoint **Fred Cecchini** as **emergency management coordinator** for the Township of Salem.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1R. Motion made by Bob Zundel and seconded by Todd Paulich to appoint **Brandon Perfetta** to serve as **assistant emergency management** coordinator for the Township of Salem.

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

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1S. Motion made by Todd Paulich and seconded by Bob Zundel to appoint **Fred Cecchini** as **Code Enforcement Officer** for the Township of Salem.

The rate is \$25 per hour.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1T. Motion made by Bob Zundel and seconded by Todd Paulich to appoint **Sam White** 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 **\$7995**

Tom Ridellas suggested we use our elected auditors rather than hire a CPA.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1U. Motion made by Todd Paulich and seconded by Kerry Jobe to appoint Supervisor **Bob Zundel** as **voting delegate to the 2026 PSATS Annual Convention**.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- IV. Motion made by Bob Zundel and seconded by Todd Paulich to appoint Kerry Jobe as voting delegate and alternate delegates Bob Zundel and Todd Paulich to the Westmoreland County Tax Collection Committee (WCTCC) for 2026.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1W. Motion made by Todd Paulich and seconded by Bob Zundel to approve Resolution **#1-2026** entitled;

**A RESOLUTION OF THE TOWNSHIP OF SALEM, WESTMORELAND COUNTY,
PENNSYLVANIA APPOINTING A VOTING DELEGATE AND ALTERNATIVE DELEGATES TO
THE WESTMORELAND COUNTY TAX COLLECTION COMMITTEE (WCTCC) PURSUANT TO
SECTION 505(b) OF THE LOCAL TAX ENABLING ACT**

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

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

23608

1X. Motion made by Kerry Jobe and seconded by Bob Zundel to appoint **Jerry Detar** as Salem Township’s Municipal representative to the Westmoreland Heritage Trail for 2026. (Term runs Jan 2026-Dec 2028)

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

1Y. Motion made by Todd Paulich and seconded by Bob Zundel to accept the resignation of John Durco from the Planning Commission.

Kerry Jobe praised John for his work on the Planning Commission, especially on the Emergency Management side when looking at plans.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

1Z. Motion made by Todd Paulich and seconded by Bob Zundel to appoint **John Wright** to the Salem Township Planning Commission.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

1Z1. Motion made by Todd Paulich and seconded by Bob Zundel 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)

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

1Z2. Motion made by Bob Zundel and seconded by Todd Paulich 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

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

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1Z3. Motion made by Todd Paulich and seconded by Bob Zundel 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

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 1Z4. Motion made by Bob Zundel and seconded by Todd Paulich to appoint The Township Secretary-Treasurer as Open Records Officer and the Assistant Secretary-Treasurer as Deputy **“Open Records Officer” for 2026.**

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

2. ADMINISTRATION

- 2A. Motion made by Bob Zundel and seconded by Todd Paulich to approve **Resolution 02 – 2026**, A Resolution of the Board of Supervisors of the Township of Salem, County of Westmoreland, Commonwealth of Pennsylvania, appointing **Kelly Otto as Secretary-Treasurer** of the Township of Salem and setting the compensation of same.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 2B. Motion made by Todd Paulich and seconded by Bob Zundel 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.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

SALEM TOWNSHIP BOARD OF SUPERVISORS
ANNUAL ORGANIZATIONAL MEETING MINUTES
MUNICIPAL BUILDING - 7:00 P.M.

JANUARY 5, 2026

- 2C. Motion made by Todd Paulich and seconded by Bob Zundel 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.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 2D. Motion made by Bob Zundel and seconded by Todd Paulich to designate the **Delmont Salem News** as the **primary advertising source** to advertise the township's legal notices.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 2E. Motion made by Bob Zundel and seconded by Todd Paulich to designate **The Tribune Review** as **secondary advertising** source to advertise the township's legal notices.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 2F. Motion made by Todd Paulich and seconded by Bob Zundel 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	July 15, 2026
February 18, 2026	August 19, 2026
March 18, 2026	September 16, 2026
April 15, 2026	October 21, 2026
May 20, 2026	November 18, 2026
June 17, 2026	December 16, 2026

Kerry Jobe explained that there may be a change to these dates based on the availability of Falco and Ryan to attend the meetings. We would need to make a motion to readvertise any change in the above meeting schedule.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 2G. Motion made by Bob Zundel and seconded by Todd Paulich 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

23608

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

following dates. Note that meeting will be held only if agenda items have been presented for review.

- | | |
|-------------------------|--------------------------|
| February 4, 2026 | July 1, 2026 |
| March 4, 2026 | August 5, 2026 |
| April 1, 2026 | September 2, 2026 |
| May 6, 2026 | October 7, 2026 |
| June 3, 2026 | November 4, 2026 |
| | December 2, 2026 |

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 2H. Motion made by Todd Paulich and seconded by Bob Zundel 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.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 2I. Motion made by Bob Zundel and seconded by Todd Paulich 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

Kerry Jobe stated that Jobe Inspection LLC wanted to stay on as BCO and Dave Jobe will be issuing building permits. There have been no changes in fees for 2026.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

- 2J. Motion made by Todd Paulich and seconded by Bob Zundel 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

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

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

2K. Motion made by Bob Zundel and seconded by Todd Paulich to approve renewing membership with the Indiana-Westmoreland Council of Governments with annual membership dues of \$100.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

23608

NEW BUSINESS:

Resident Eric Hageder suggested the Planning Commission members get reimbursed for their meeting time.

Resident Jack Dunnaway suggested adding someone to the payroll for work done for the Planning commission.

Debbie Perion suggested passing the Planning Commission's wages onto the applicant.

Connie looks at it as a public service and never wanted compensation. The time-consuming aspect was due to the lack of procedure. There are procedures that were put in recently that will reduce the time spent reviewing plans. Connie has more ideas to streamline things that will reduce the amount of PC meetings and maybe some plans can go straight to the supervisors. She doesn't believe compensation will entice most people.

Connie also commended PC secretary, Kelly Otto for doing a lot of work for the PC that a Planning Director would do.


4. OLD BUSINESS -

5. ADJOURNMENT

5A. Motion made by Bob Zundel and seconded by Todd Paulich 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.

Vote on the motion: Kerry Jobe, Bob Zundel, and Todd Paulich voted for the motion. Motion passed unanimously.

Time of Adjournment: 8:05pm

Respectfully submitted,

Kelly Otto