

**SALEM TOWNSHIP BOARD OF SUPERVISORS
MEETING MINUTES**

July 16, 2025

7:00pm

23608

- ⌘ Call the meeting to order Bob Zundel, Kenneth Trumbetta, and Kerry Jobe
Atty. Falatovich(Remote) 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

Meeting was brought to order at 7:50pm due to two hearings that were scheduled beforehand that did not conclude until that time.

1. ADMINISTRATION

- 1A. Motion made by Kerry Jobe and seconded by Ken Trumbetta to approve the Minutes of the June 18, 2025 Regular Meeting.

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

- 1B. Motion made by Ken Trumbetta and seconded by Kerry Jobe to approve the minutes of the July 15, 2025 special meeting to open bids.

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

- 1C. Motion made by Kerry Jobe and seconded by Ken Trumbetta 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	\$43,248.97
Payroll Fund	\$45,467.12
Sewage	\$1,033.00
Liquid Fuels	\$16,862.87
Streetlights	\$495.97
Machinery	\$464.46

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Fire	\$3,316.00
TOTAL	\$110,888.39

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

- 1D. Motion made by Ken Trumbetta and seconded by Kerry Jobe to approve a Fireworks Display Permit for the Slickville VFD and waive any permit fees, subject to the Township receiving a completed application and Emergency Management approval.

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

- 1E. Motion made by Kerry Jobe and seconded by Ken Trumbetta to enact ordinance No. 2-2025, entitled;

**AN ORDINANCE OF THE TOWNSHIP OF SALEM, WESTMORELAND COUNTY,
PENNSYLVANIA VACATING AND APPROVING THE RELOCATION OF A CERTAIN
UNOPENED ROADWAY EXTENDING FROM THE WESTERN SIDE OF MARK DRIVE
BETWEEN WESTMORELAND COUNTY TAX MAP PARCEL NOS. 57-12-00-0-006 AND 57-
12-00-0-007 TO ITS TERMINUS AT THE PROPERTY OF PENN HOME & FARM BEARING
WESTMORELAND COUNTY TAX MAP NO. 57-12-00-0-021**

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

- 1F. Motion made by Ken Trumbetta and seconded by Kerry Jobe to **hold both bids** from Redstone Excavating and Hiles Excavating for the milling, pick-up, transportation and installation in place of paving materials for the roadways listed below. The Township will purchase and supply materials purchased through an Intermunicipal Agreement with the Westmoreland Council of Governments (COG). The materials will be required to be picked-up by the installer at Tresco's Production Plant at 165 Plant Road, Export, PA 15632. The Bidder will be required to provide only labor and equipment as necessary to perform pre-installation milling, pick-up, transportation of the materials from the plant where they are produced to the work site, and the installation of same in place.

	REDSTONE Excavating BID AMOUNT	HILES Excavating BID AMOUNT
1. Rosewood Drive (T604);	\$13,000	\$10,500
2. Charles St (T739)	\$9,000	\$7,100

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3. Orr Rd (T623)	\$13,000	\$11,000
	REDSTONE Excavating	HILES Excavating
	BID AMOUNT	BID AMOUNT
4. Hugus Street (T880)	\$9,000	\$9,000
5. Kunkle Street (T881)	\$29,000	\$20,500
6. Keaggy Avenue (T883)	\$23,000	\$17,000
7. General Street (No Twp. Road Num)	\$17,000	\$13,500
8. Lomison Street (T668)	\$12,000	\$10,800
9. Sackett Street (T671)	\$7,000	\$7,600
	GROSS AMOUNT BID	\$107,000
	(Total Bid for all roads)	
LESS VOLUME/STAGING DISCOUNT		
FOR AWARD OF ALL ROADS	(\$30,000)	(\$5,000)
TOTAL AMOUNT BID	\$102,000	\$102,000

Solicitor Falatovich researched how to resolve tie bids. The award should go to the lowest responsible bidder. There are three things we can do.

1. Prequalification through PennDOT is preferred. Both contractors need to verify if they are PennDOT approved.
2. You can sit down with both companies and see what their background experience and qualifications are.
3. Township can award separate contracts for each roadway or a single contract for all roadways. This may cause one to withdraw their bid.

Kerry Jobe said that if the discount is removed, there isn't a tie. Our Township Engineers recommendation is to ask both companies to provide a list of similar jobs that we have here.

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

- 1G. Motion made by Ken Trumbetta and seconded by Kerry Jobe to table hiring _____ as a Road Crew employee for Salem Township. This motion was tabled every month since November 20, 2024.

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

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- 1H. Motion made by Kerry Jobe and seconded by Ken Trumbetta to approve Resolution **15-2025** 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 FOR THE ZUNDEL PLAN NO. 1 SUBDIVISION

***Approval is contingent on receiving SEO approval**

***This motion was tabled at the May 21 and June 18, 2025 supervisor meeting.**

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

- 1I. Motion made by Ken Trumbetta and seconded by Kerry Jobe to accept the request dated May 16, 2025 from Derry Construction Co., Inc. to release them from their materials contract.

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

- 1J. Motion made by Ken Trumbetta and seconded by Kerry Jobe to approve an Arts Grant Contract with the Westmoreland County Commissioners for a grant that was awarded to the Salem Township Recreation Board for \$550.

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

- 1K. Motion made by Kerry Jobe and seconded by Ken Trumbetta to ratify a revised letter of support to the PA DCED Greenways, Trails, and Recreation program for the Seanor Farm Park – Phase 3 Baseball Field Project grant application.

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

- 1L. Motion made by Ken Trumbetta and seconded by Kerry Jobe to approve the request from Matthew Boe for a 10-Acre exemption for tax map number 57-09-00-0-125 containing 10 acres, conditioned upon review and approval of same by Township SEO and the DEP.

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

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- 1M. Motion made by Kerry Jobe and seconded by Ken Trumbetta to approve a Small Flow Treatment Facilities Operation and Maintenance Agreement for the Property of Stephen E. Sauer and Madeline D. Sauer bearing Westmoreland county Tax map parcel No 57-14-00-0-129.

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

- 1N. Motion made by Ken Trumbetta and seconded by Kerry Jobe to approve a Developer's Agreement for the Miranda Place/Salem Ridge Development subject to final review and approval by the Township Solicitor.

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

- 1O. Motion made by Kerry Jobe and seconded by Ken Trumbetta to approve a Stormwater Management Best Management Practices Agreement for the Miranda Place/Salem Ridge Development subject to final review and approval by the Township Solicitor.

Connie asked if Solicitor Falatovich reviewed the agreement and if it is finalized. Solicitor Falatovich stated that it is getting into the final draft form within the next day or so. Connie expressed concerns of approving an agreement that isn't in its final form. Solicitor Falatovich said the agreements have blanks that need to be filled in. There is no substance change.

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

- 1P. Motion made by Ken Trumbetta and seconded by Kerry Jobe to grant final approval of the Salem Estates Minor Subdivision plan to subdivide Tax Map Parcel No. 57-13-09-0-044 into three lots, each containing an existing residential structure to be known as the Salem Estates Subdivision.

1. A Statement of Purpose must be added to the Plan (Section 307.A.8). **Appears to comply;**
2. The Name and Address of the Developer should be amended to show the current Owner, Cherry Hills LP, as the Developer with the appropriate Deed Reference to the parcel (Section 307.A.4 and Section 502.H.4); **Appears to comply.**
3. The perimeter boundaries for Lot 1, Lot 2 and Lot 3 should be drawn with darker lines to more clearly define the lots (Section 502.H.6); **Appears to comply.**

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4. A minimum frontage for all Lots shall be one-hundred twenty-five (125) feet. If Lot 1, Lot 2 and/or Lot 3 fall below this minimum, a modification will need requested (Section 414.A.ix). If granted, a Note will need added to the Plan. **Appears to comply: A written request for a modification has been submitted and the Note appears on the plan.**

Lot 2 does not comply with the minimum road frontage requirement.

- a. A request for a modification from the minimum road frontage requirements of the SALDO must be submitted to the Township for approval. If granted, the following Note must be shown on the Plan:

“By approval of this Plan, the Board of Supervisors of Salem Township hereby approves a modification of the minimum road frontage requirement of the Township’s Subdivision and Land Development Ordinance for Lot 2 as shown on the Plan.”

5. Define and Label on the Plan the existing stormwater management area located on Lots 1, 2 and 3 as the “Limit of Stormwater Management Area” (Section 502.H.7);

This item is outstanding: Amend to read “Limits of Stormwater Management Area”.

6. The Stormwater Management Area manages stormwater from the adjoining property DCM Real Estate Partnership (Tax Map No. 57-13-09-0-043) and possibly CVM Group Inc. (Tax Map No. 57-13-09-0-010). Provide any agreements or evidence of understandings regarding their responsibility to maintain those facilities (Section 502.H.7); **Appears to comply: The following documents have been submitted to the Township for the Solicitor’s review and approval to confirm compliance:**

- a. Restrictive Covenant Agreement between Lakefront Properties LP and K. Hovnanian Summit Homes of PA, LLC dated October 21, 2004, and
- b. Declaration and Establishment of Easements, Conditions, Reservations and Use Restrictions for Cloverleaf Office Park dated September 9, 1998, recorded September 14, 1998, DBV 3612 Page 315.

The Solicitor has reviewed these and references to their terms have been included in the proposed “Declaration of Private Road and Utility Easements” referenced hereafter.

7. Identify and Label on the Plan all utilities to include the sanitary sewer and water line connections to each existing structure, and all utility easements (Section 307.D.5);

This item is outstanding:

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- a. As per comments from the Township Engineer, show on the plan any and all sanitary sewer lines, manholes, public water lines; specifically, the main sewer and water lines.
- b. The sanitary sewer lateral extending in front of the homes on Lots 1, 2 and 3 must be relabeled as the "Common Sanitary Sewer Lateral" on the plan to be consistent with the "Declaration of Private Road and Utility Easements"

8. Determine the current status of the twenty-four (24) foot "access easement" shown on the DCM Real Estate parcel (57-13-09-0-043) as access to the "vinyl and brick garage" on Lot 3, and clarify on the Plan if the easement is existing with its proposed/future purpose or intent (Section 502.H.7); **Appears to comply:** This easement exists and will remain part of Lot 3. The Applicant submitted a copy of the Easement Agreement to the Township Solicitor for final review and approval.
9. A Private Road Agreement for the maintenance of "Brush Run Road" must be signed by the Developer and recorded prior to Final approval of the Plan, and all language must be removed from the Plan that Brush Run Road is to be dedicated to the public (Section 502.H.7). Maintenance of the stormwater area and easements may also be incorporated into the agreement;

This item is partially complete: The Applicant submitted a Draft Private Road and Utility Agreement to address the road, sanitary sewer lateral and stormwater area and is in the process of negotiating the terms to the satisfaction of the Township that the responsibility will be with the home owners and not the Township. The title of this document is to be has been changed to a "Declaration of Private Road and Utility Easements", has been reviewed and modified by the Township Solicitor and will be recommended to the Supervisors conditioned on the following notes being added to the Plan:

"This Plan is a further modification of the Cloverleaf Office Park Plan of Lots dated September 14, 1998 and Recorded with the Recorder of Deeds of Westmoreland County in Deed Book Volume 3612, Page 315."

AND

"This Plan contains a series of easements for sanitary sewer laterals, stormwater management facilities and roads which are to be privately owned and maintained by the Owners of the Lots in the Plan under the terms of a "Declaration of Private Road and Utility Easements" recorded along with this plan with the Recorder of Deeds of Westmoreland County at Instrument No. _____."

AND

"The Lots in this plan are served by a public water system through the Municipal Authority of Westmoreland County, separately metered are administered under the rules and regulations of the Authority."

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10. Verify and Note on the Plan that each lot within the subdivision shall contain an easement for ingress and egress and across any private road and/or access way for the benefit of such lot and for access by emergency vehicles (Section 405.H and Section 503.A.3); **Appears to comply.**
 11. Sufficient data to determine the location, bearing and length of “Brush Run Road” should be added to the Plan with the correct spelling of the road name (Section 502.H.8); **Appears to comply.**
 12. Building set back lines must be shown on the Plan for Lot 1, Lot 2 and Lot 3 (Section 502.H.11) as follows: **Appears to comply.**
 - a. A building on a lot abutting a private road (Brush Run Road) shall be set back from the right of way line not less than thirty (30) feet (Section 405.G);
 - b. The minimum front building setback line distance on all streets (Scenic Drive) shall be thirty (30) feet from the edge of the right-of-way (Section 412.A); and
 - c. The minimum side and rear building setback line distance shall be ten (10) feet for any residential use and fifteen (15) feet for any commercial use (Section 412.D);
 13. The “vinyl and brick garage” shown on Lot 3 is encroaching into the front building setback and will need a modification request. If granted, a Note will need added to the Plan; **Appears to comply: The Applicant submitted a written request for a modification and the Notes appear on the Plan.**
 - a. A request for a modification from the minimum front building set back line must still be submitted to the Township for approval.
 - b. The following Notes must appear on the Plan:

“By approval of this Plan, the Board of Supervisors of Salem Township hereby approves a modification of the minimum front building setback requirement of the Township’s Subdivision and Land Development Ordinance for Lot 3 as shown on the Plan.”
- AND
- “By approval of this Plan the Board of Supervisors of Salem Township hereby acknowledges that the Vinyl and Brick Garage located on Lot 3 is legally nonconforming in the location shown on the Plan.”
14. The location of the private driveways and/or access to each structure need to be shown and labeled on the Plan, whether existing or proposed (Section 502.H.12); **Appears to comply.**

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15. Show on the Plan the location of the “billboard” on Lot 3, and label it as existing with the proposed/future purpose or intent (Section 307.D.5); **Appears to comply.**
 16. The hatched area at the end of Brush Run Road appears to be the location of a dumpster and should be labeled if it is located on Lot 3 (Section 307.D.5); **Appears to comply.**
 17. Amend the “Box” labeled “Suburban Residential” and “Zoning Standards” to read “Subdivision and Land Development Requirements”; **Appears to comply.**
 18. FTMSA/DEP and MAWC verifications of the public sanitary sewer and public water facilities are required;

This item is partially satisfied with the following outstanding:

- a. A letter from MAWC must be submitted to the Township confirming the availability of public water for each house on the site.
 - b. A Note must be added to the plan to clarify that public water is available to service each home individually. [This is addressed above].
 - c. A Note must be added to the plan to clarify who is responsible for the maintenance of the lateral connection to the sanitary sewage facilities. [This is addressed above].
 - d. The locations of all driveways extending from the existing structures to Brush Run Road must be shown on the plan. Reference is made in the above Declaration to the driveway serving Lot 2 encroaching onto Lot 3 and an easement being granted for same. However, the encroaching driveway is not identified on the Plan.
19. The following Note must be added to the Plan: **Appears to comply.**

“This Plan modifies the Cloverleaf Office Park Plan of Lots recorded with the Recorder of Deeds of Westmoreland County in Plan Book Volume 91, Pages 973 & 974 and the Cloverleaf Office Park Plan No. 2 recorded with the Recorder of Deeds of Westmoreland County at Instrument No. 200407210043988.”
 20. The Corporate Adoption makes reference to “covenants” applicable to this property, but makes no reference to what they are, or where they can be found. The Plan appears to be subject to those restrictions recorded with the Recorder of Deeds of Westmoreland County in Deed Book Volume 3612 Page 310 & Volume 3612, Page 315 and at Instrument No. 200411120067130. Please clarify. (Section 502.H.20); **Appears to comply.**
 21. Amend the “Corporate Adoption” language to reflect the Owner’s Certification in Section 502.H.22 as follows: **Appears to comply.**

Owner’s Certification:

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I, the undersigned, _____, owner of the real estate shown and described herein, do hereby certify that I have laid off, platted and subdivided, and hereby lay off, plat and subdivide said real estate in accordance with this plat. This subdivision shall be known as the _____ subdivision. All streets and alleys shown not heretofore dedicated to the public shall be deemed "private roads" and shall be the responsibility of the property owners into which such property is conveyed. The building setback lines are hereby established as shown on this plat, between which lines and the property lines of the street, there shall be erected or maintained no building or structure. Nothing in the approval of this subdivision shall be deemed or construed as an acceptance of any street, road or other facility or improvement for public purposes and the Township of Salem, Westmoreland County, Pennsylvania has no construction and/or maintenance responsibilities over same.

Witness my hand and seal this _____ day of _____, 20____ before me, a Notary Public in and for said state and county personally came _____ known to me to be the person whose name(s) is/are subscribed to the within instrument. In witness whereof I have hereunto set my hand and official seal.

Notary Public

My Commission Expires: _____

22. Additional change: Amend the Township Certification as follows: **Appears to comply.**

Township Certification:

"Having satisfied the requirements of the Salem Township Subdivision and Land Development Ordinance, final plan approval is granted by the Township of Salem, Westmoreland County, PA, this _____ day of _____, 202____. Approval of this plan by Salem Township Board of Supervisors is for recording purposes only and does not constitute acceptance of any dedicated roads in to the Township road system."

Attest: _____

Secretary

Chairman

23. Amend the Westmoreland County Planning Certification as follows: **Appears to comply.**

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Westmoreland County Planning Certification:

This subdivision was reviewed and approved by the Westmoreland County Planning Department this _____ day of _____, 20____.

Attest: _____

Director, Westmoreland County Planning Dept.

24. The following additional comments were made at the May 8, 2025 meeting and must be addressed in the next revision to the plan: **Appears to comply with the exception of (b)(4).**

a. Remove Note 3 from the Plan.

b. The Notations on the left side of the Plan are to be amended as follows:

- (1) Remove the first paragraph beginning with "By approval of this Plan....". Individual Notes for the modifications granted are to be individually shown on the Plan as referenced above.
- (2) Remove the second paragraph beginning with "The purpose of this plan..." The determination of ownership of the roads and stormwater facilities will be detailed in a Private Road Agreement referenced above.
- (3) Remove the fourth paragraph beginning with "Roads: All roads, streets,". Roads are not anticipated to be dedicated to the Township.
- (4) **Additional adjustments of the Notes and/or certifications may be necessary after review of the outstanding documents and agreements. (Addressed above).**

25. Reconciliation and payment of any outstanding tap and user fees with the FTMSA & Township

26. A Revision Number and Date must be shown on the Plan. **Appears to comply.**

There was discussion concerning the private drive being blocked. Mark Nikouli and George Saad said that they don't want general traffic driving through there damaging the road. It is accessible to Emergency Vehicles as requested by John Durco at the Planning Commission meeting.

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

1Q. Motion made by Ken Trumbetta and seconded by Kerry Jobe to **table** final approval of the Athena Drive Consolidation Plan consolidating Tax Map Parcel #57-04-00-0-088 and #57-04-00-0-089 into one buildable lot. At its May 7th meeting, the PC members voted to table the plan making informal comments to the Applicant and his engineer. A revised plan dated May 20, 2025 was submitted to the Township with supporting documentation for the PC to review at their June 4, 2025 meeting. Revised plans were received June 16, 2025 and **preliminary approval was granted by the Supervisors on June 18, 2025**. Approval is subject to the following conditions:

1. Remove the sewage facilities planning module requirement indicated as condition #5 on the June 6th, 2025 memorandum from the Planning Commission. The Township SEO must provide written confirmation that he can issue a permit for the construction of the proposed on-lot sanitary sewer system without the necessity of having a planning module approved by the DEP.
2. The use of the term "approximate building footprint" to identify certain structures on the property must be changed to more specifically identify what they are (i.e. a "single family home" - "storage shed" - "garage" etc.) and whether each structure is to be razed or remain.
3. Note 1 on the plan (the Statement of Purpose) must be revised to add the following language so it reads ... "into one property for the purpose of the construction of one (1) single family home on the combined parcels."
4. The following note must be added to the plan:
"The two (2) single-family homes shown on this plan will be disconnected from their current septic and well water facilities and razed prior to the construction of the new single-family home. The new single-family home will be served by a new on-lot sanitary sewer system connected to the absorption area in the location shown on the plan and connected to the public water lines running along Athena Drive."
5. If there is a spring or other facility with groundwater running through a trench or other conveyance facility such as a stone culvert/stormwater collection structure on or through the property, its purpose needs identified and its location shown on the plan.

Solicitor Falatovich said that the Supervisors can't act on this because whatever decision is made on the sanitary sewage issue is going to implicate this plan. If you grant final approval tonight you are essentially impacting the decision you will be making on the hearing associated with the issuance of the septic permit.

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Connie asked under what section of our SALDO can you table a plan that was submitted on April 22 and is approaching 90 days? She was lead to believe in the past that official action is not preliminary or conditional approval, it is final or denied.

Solicitor Falatovich said preliminary approval with conditions is official action. It has always been that way. Connie begs to differ.

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

2. COMMUNITY DEVELOPMENT

3. SEWAGE

4. COMMITTEE REPORT

4A. Solicitor's Report

4B. Treasurer's Report - submitted for the month ending June 30, 2025

4C. Park Initiative Report

5. OLD BUSINESS

6. NEW BUSINESS

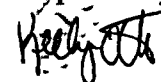
7. ADJOURNMENT

7. Motion made by Ken Trumbetta and seconded by Kerry Jobe to adjourn the meeting with the next meeting being a regular meeting to be held on August 20, 2025, at 7:00 P.M. at the Salem Township Municipal Building.

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

Time of adjournment: 8:25pm

Respectfully submitted,



Kelly Otto