

**LATROBE CITY COUNCIL
MONDAY DECEMBER 11, 2023
REGULAR COUNCIL MEETING
LATROBE, PENNSYLVANIA**

Mayor Bartels called to order the Regular Meeting of Latrobe City Council at 6:30 P.M.

Mayor Bartels asked all to rise for the Pledge of Allegiance.

Mayor Bartels asked all for a moment of silence.

The City Secretary read Roll Call:

Deputy Mayor Ralph Jenko – present

Robert Forish – present

James Kelley – present

Ann Amatucci – present

Bridget DiVittis – absent

William Yuhaniak – present

Mayor Eric Bartels – present

Also, present were the following: Lee Demosky, Solicitor; John Brasile, Fire Chief; Scott Wajdic, Public Works Director; Terry Carcella, City Manager; Dan Weimer, Code/Zoning Officer; Richard Bosco, Chief of Police.

Mr. Forish moved to approve the November 2023 regular meeting minutes seconded by Mr. Jenko. Approved 6-0.

Mr. Kelley moved to approve the paid bills/payroll for November 2023 seconded by Mr. Yuhaniak. Approved 7-0.

CITIZENS' REQUEST (related to agenda)

None.

COMMITTEE REPORTS

Finance Committee – Bartels, Jenko, and Kelley – 2024 Budget on the agenda.

Public Safety and Fire Committee – Forish, Kelley – No report.

Public Works Committee – Forish, DiVittis – No report.

Personnel Committee – Bartels, Jenko – No report.

Renovation Committee – Jenko, Yuhaniak – No report.

Events Committee – Mrs. Amatucci – Mrs. Amatucci reported that the Holly Jolly event was a success, and she had a lot of positive comments.

GLSD Student Showcase Committee – Bartels, DiVittis – Mayor Bartels presented Kate Wolford with the award from the Student Showcase committee.

BOARD AND AUTHORITY REPORTS

A Blight Committee report for 2023 was given by Jarod Trunzo. Mr. Trunzo announced that the Blight committee was awarded a \$150k dollar tax free grant late last year through NAP (Neighborhood Assistance Program) which is a highly competitive award. The grant was made possible by the Kroh family, owners of Robindale Energy. Ms. Carol Painter was in attendance representing Mr. and Mrs. Kroh.

Mr. Trunzo said that he worked with Steven Gifford and Brain Lawrence who could not be at the meeting and the team included Linda Boxx and Tracy Ulery from the county. Mr. Trunzo announced that the blight program just received another \$150k for year 2024.

Mr. Trunzo went on to say that the organization has been slowly getting involved with the challenges of residential development. This grant was based off recommendations by the Redevelopment Authority and the Land Bank which analyzed every home in Latrobe with a ranking of poor, fair, or good. There are five houses we are looking to make improvements to the houses which are owner occupied. The guidelines are a five-year retention of the property and owners are asked to contribute a 15% match of cash equity.

Parks & Recreation – Mayor Bartels said that they are looking to invest with PLGIT. The solicitor will work on behalf of the city to be very transparent to have a safe investment for their cash flow and to earn some interest back to help offset the budget challenges. They will also work with the solicitors from the school district and Unity Township.

REPORTS OF CITY OFFICERS FROM SEPTEMBER 2023

Treasurer's Report See attachment "A"

Police Report See attachment "B"

Public Works Report See attachment "C"

Fire Report See attachment "D"

Code Report See attachment "E"

Tax Collector's Report See attachment "F"

DEPARTMENT REPORTS

Public Works Department

Public Works Director, Scott Wajdic – Mr. Wajdic asked the council if they had any questions regarding his report. Mr. Wajdic also reported that the Public Works department is prepared for the winter season. Mayor Bartels thanked public works for getting the lights up for Light up Night.

Police Department

Police Chief, Richard Bosco – Chief Bosco reported that the officers are still adjusting to the new software and hardware applications. The police department did several presentations at the schools. The police department is still handling Heroin over-doses at a high rate. They administered Narcan three times in November, two lives were saved, and one was lost.

The police department had 261 911 calls dispatched approximately 80 additional calls for service. The department is vehemently pursuing death by delivery of drugs in the city. Sgt. Wigand is incredible putting together the investigations on who delivered the Heroin to the person that died to bring criminal charges against them.

The department is adding three more field training officers to their regime for a total of four. All the vehicles have been properly addressed this month.

Fire Department

Fire Chief, John Brasile – Chief Brasile reported that the month of November was a slow and uneventful month. He said that the Turkey Trot and the Holly Jolly went off without a hitch. Chief Brasile announced that the department will be doing “Santa in the City.” The fire department will be out on the fire truck passing out treat bags on December 21, 2023 from 4pm – 8pm or until the treats run out

Code/Zoning Department

Code Enforcement Officer, Dan Weimer – Mr. Weimer reported that 130 calls were taken regarding the late letters that went out for Stormwater sometime in October. Permits are around the same amount for the month. There are still corrections that need to be investigated.

Mrs. Amatucci asked for an update of 333 Main Street. Mr. Weimer stated that he sent an email to the owner on 12/11/23 regarding the required corrections from the November 2, 2023 inspection. There are no additional complaints from the tenants, and Mr. Weimer is waiting for the owner’s reply regarding the email. Mr. Weimer also stated that the exterminator can be there for the required inspection on January 11, 2024.

PUBLIC WORKS

MOTION

Motion to Approve Hoffman Kennels Contract for 2024-2025. Mr. Forish made a motion seconded by Mrs. Amatucci. Motion carried 6-0.

MOTION

Motion to Apply for a Recycling / Sanitation Study Grant. Mr. Yuhaniak made a motion seconded by Mr. Kelley. Motion carried 6-0.

ADMINISTRATION DEPARTMENT

MOTION

Motion to Amend Police Chief’s Contract. Three-year extension for six months 2024-2026. Mrs. Amatucci made a motion seconded by Mr. Yuhaniak. Motion carried 6-0.

MOTION

Motion to Table Wajdic and Meholic contracts until 1/2/2024. Mayor Bartels made a motion seconded by Mr. Forish. Motion carried 6-0.

RESOLUTION 2023-38

Resolution to Approve Non-Bargaining Unit Personnel Wages for 2024. Mr. Jenko made a motion seconded by Mr. Yuhaniak. Vote 6-0.

RESOLUTION 2023-39

Resolution to Approve the 2024 City Budgets. Mr. Forish made a motion seconded by Mr. Jenko. Vote 6-0.

MOTION

Motion to Approve Westmoreland County Transit Fiscal Agreement. Mr. Kelley made a motion seconded by Mr. Yuhaniak. Motion carried 6-0.

RESOLUTION 2023-40

Resolution for Invoice-Cloud Five-Year Billing Agreement for Credit Cards. The sanitation clerk, Melanie McGregor, who has been working with Invoice-Cloud gave a brief description of how this will work. She stated that it will take three months to integrate since they are partners with Muni-Link which is the software the city uses to bill for sanitation. The system will update automatically with rates as well. Security will be addressed at the next scheduled meeting. Mr. Yuhaniak made a motion seconded by Mr. Kelley. Vote 6-0.

MOTION

Motion to Approve General Liability Insurance Quote for 2024 from Penn Prime. Mr. Carcella received a quote from Penn Prime Insurance Trust for \$119,923 which is a difference from the last carrier. Liability increased from one million to 4 million. Collision is \$50k for vehicles with a deductible of \$1k. We will need to have an Industrial Appraisal. The last time an appraisal was done the building was valued at \$17 million dollars. These appraisals are for city properties only and at no charge to the city.

MOTION

Motion to Approve and Enter Consent Assessment of Civil Penalty with PA-DEP (Transfer Station Radiation Detection Monitor – Waste Management Permit 101082 Form X matter). Mr. Demosky was tasked by city council to contact DEP's attorney to see about obtaining a reduction for the fine lodged against the city relating to Waste Management permit, specifically Form X, which is a part of the monitor equipment. The radiation monitor was broken which was discovered by DEP and a fine was issued for \$7k. After negotiations with DEP's attorney, they reduced the fine to \$5k. Mr. Forish made a motion seconded by Mrs. Amatucci. Motion carried 6-0.

PLANNING AND DEVELOPMENT DEPARTMENT

MOTION

Motion to Direct Solicitor to Draft Revisions to Code of Latrobe Section 3-31 Amending Civil Service Commission. This is a motion to bring back the language in 2024 for the council to review. Mr. Yuhaniak made a motion seconded by Mr. Kelley. Motion carried 6-0.

MOTION

Motion to Approve Intergovernmental Agreement for UCC Appeals Board with Westmoreland County Member Municipalities. Mr. Demosky was asked by council to review Intergovernmental Agreement to establish a Uniform Construction Code and Board of Appeals. It is important to get a board in place per Mr. Demosky. Mr. Jenko made a motion seconded by Mr. Forish. Motion carried 6-0.

RESOLUTION 2023-41

Resolution Confirming City of Latrobe's Support of Saint Vincent College's Abandoned Mine Land Economic Revitalization. Mayor Bartels had a request to support Saint Vincent College in the mine study. He presented this to the city solicitor to make sure it was all on the up and up, and Mr. Demosky felt it was necessary to make this a resolution. Mr. Forish made a motion seconded by Mrs. Amatucci. Vote 6-0.

MOTION

Mayor Bartels made a motion to amend the 2023 meeting calendar to move the agenda meeting originally scheduled for December 26, 2023 and move it to directly after the reorganization meeting. Mr. Bartels made a motion seconded by Mr. Forish. Motion carried 6-0.

NEW / UNFINISHED BUSINESS

None.

Solicitor's Report – No report.

CITIZEN'S REQUEST

None.

City Manager's Report

Mr. Carcella stated that the city is beginning contract negotiations with Comcast. A suggestion was made by council that when we do these negotiations that we can have our own channel for the city to broadcast the meetings on the Comcast network. More information to follow in 2024.

Mayor's Report

Mayor Bartels echoed Mrs. Amatucci's statements about the Holly Jolly event. It was a great night, and we were all pleasantly surprised to see how many people came out. There were more vendors and some excitement with the reindeer. The Mayor apologized to the public for the lights being turned on prior to the 7pm scheduled time. The Mayor wished all a Merry Christmas and thanked Mr. Forish for all his years of service.

The Regular Meeting of Council adjourned at 7:35 P.M with a motion by Mr. Forish seconded by Mr. Kelley. All in favor.

Respectfully Submitted,



Karen Meholic, City Secretary