

**LATROBE CITY COUNCIL
MONDAY DECEMBER 12, 2022
LATROBE, PENNSYLVANIA**

Mayor Bartels called to order the Regular Monthly Meeting of Latrobe City Council at 6:34 P.M.
Mayor Bartels asked all to rise for the Pledge of Allegiance.
Mayor Bartels asked all for a moment of silence.
The City Manager read Roll Call:

Deputy Mayor Ralph Jenko –present
Robert Forish– present
Jim Kelley – present
Ann Amatucci – present
Bridget DiVittis – present
William Yuhaniak – present
Mayor Eric Bartels – present

Also present were the following: Lee Demosky, Solicitor; Robert Derk, OIC/Acting Police Chief; John Brasile, Fire Chief (absent); Scott Wajdic, Public Works Director; Terry Carcella, City Manager; Jim Nieusma, Code/Zoning Officer; Karen Meholic, Director of Finance & Administration.

CITIZENS' REQUEST (related to agenda)

None.

Mr. Forish moved to adopt the November 14, 2022 minutes seconded by Mr. Jenko. Vote 7-0.

Mr. Kelley moved to approve the November 2022 invoices seconded by Mrs. DiVittis. Vote 7-0.

BILLS PRESENTED FOR PAYMENT FOR NOVEMBER

Total Expenses	\$235,934.83
Total Payroll	\$150,467.78
GRAND TOTAL	\$386,402.61

CITIZEN'S REQUEST – No requests.

COMMITTEE REPORTS

Finance Committee – Bartels, Jenko and Kelley – No report.

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

Public Works Committee – Forish, DiVittis – Currently working on an issue brought to the City Manager and Scott's attention regarding an electrical box in a gated area that is causing a problem. Hopefully we can get this resolved shortly.

Personnel Committee – Bartels and Jenko – Conducting interviews for a Public Works position this week, hopefully we will get an update on that. Also, we have advertised for other positions as well.

Events Committee – Mrs. Amatucci – Holly Jolly was a success so was the weather. A lot of people came out.

GLSD Student Showcase Committee – Mayor Bartels – Progressing normally, we will be moving this to January, so all involved are notified.

BOARD AND AUTHORITY REPORTS

LMA – No report.

Zoning Planning – No report.

Library – Busy place. Approved the budget and sent out fundraising letters.

Latrobe GLSD Parks and Recreation – November 17, 2023 vote on the budget. Meeting will take place in Unity Township.

REPORTS OF CITY OFFICERS FROM JULY 2022

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 – The railings are in for the parking garage handicap spaces. The Courtyard Plaza came to a stop, they are expected to pick up their final engineer drawings by Wednesday, December 14, 2023 so they can finish the wall. Josephine Street (Sulphur Run) completed another 250 lineal feet of rock lining to alleviate some of the flooding issues that we have there. Residents are calling in if they have loose leaves in the front of their homes.

Police Department

OIC/Acting Police Chief, Robert Derk – OIC Derk referred to his report given to council if there were any questions. OIC Derk informed council that the has had a good response for interested applicants. Applications for interested applicants will end on January 6, 2023 and then we will move on to testing process. We have the grant in for the infrastructure for the IT for the police server and to start running lines in the Police Department. Police had a burglary at Puff n Snuff on November 7th, so through use of video surveillance Detective Reeves was able to make an arrest within days. This week the state does Shop with a Cop every year, the department participates every year and OIC Derk will be sending some of the officers up to Walmart to participate with the kids.

Fire Department

Fire Chief, John Brasile – Chief Brasile was absent, council to refer to the report.

Code/Zoning Department

Code Enforcement Officer, James Nieuwsma – Mr. Nieuwsma asked council if they had any questions regarding his report for the month. Mr. Nieuwsma informed council that there will be a Zoning/Hearing Board coming up next week for a variance. Mr. Nieuwsma stated that all of council should have received copies of two letters from the Planning Commission, with their recommendations. The first is for the ordinance in response to the state fireworks law that the state has changed allowing municipalities to issue permits for the use of consumer

fireworks or choose not to or issue a permit by way of exception. After reviewing all of the options, the Planning Commission is recommending that no permits be issued for the lack of space that the law requires, and the city is limited with space. The law requires that you must be 150' from any structure. The Planning Commission is advising council to go with the "No Permit". Dainty Pastry is inquiring about removing street parking so that they can put in a drive-thru which would be for picking up only, no ordering. Mr. Kelley requested that OIC Derk to take a look at the alley. PennDOT is okay with traffic coming out onto Depot Street only if the Planning Commission and council are okay with the proposed drive -thru lane.

ADMINISTRATION AND FINANCE DEPARTMENT

Motion to advertise for Public Works, Auxiliary Police and Police Officer. Mr. Carcella informed council of a resignation in Public Works and would like to move seasonal employee to full-time as of January 1, 2023. Motion to entail all three vacancies. Mr. Kelley made motion to advertise for all three positions seconded by Mr. Forish. Vote 7-0.

Mr. Carcella addressed the "Draft Budget" informing of no tax increase, moved monies around to make budget work for the city. There is a possible \$88,000.00 that will need to be transferred from Stormwater account but will not know until the Stormwater Audit is performed. Also, the city will not be purchasing any new equipment for year 2023. Mr. Carcella proceeded to inform council that this is a 7.1-million-dollar budget which is very controllable. Mayor Bartels thanked Mr. Carcella for the time spent on the budget and also stated costs are increasing for everyone including the city. Mr. Carcella went on to further convey that there is a reduction in staff because the city is not replacing the Director of Stormwater. This position will be split between Mr. Wajdic, Mr. Nieusma and Ms. Legato. Mr. Kelley spoke of the transfer station as being a huge help in balancing the budget. Mr. Jenko inquired briefly about ARPA funds. Mr. Carcella informed all that the city is applying for two grants one of which is a \$65,000.00 dollar grant for Stormwater from DCED which will create extra funds and also moving more money into roads.

PUBLIC WORKS DEPARTMENT

MOTION

Motion to promote Randy Komperda to full-time in Public Works Department effective December 1, 2022. Mr. Yuhaniak made a motion seconded by Mrs. Amatucci. Vote 7-0.

ADMINISTRATION DEPARTMENT

MOTION

Motion to Advertise for Police Chief. Mr. Kelley made a motion seconded by Mrs. DiVittis. Vote 7-0.

ORDINANCE 2022-7

Establishing Wages, Hours, and Fringe Benefits of positions of the City of Latrobe for Fiscal Year 2023. Mr. Forish made a motion seconded by Mr. Jenko. Vote 7-0.

ORDINANCE 2002-8

Adoption of Budget for Fiscal Year 2023. Mr. Jenko made a motion seconded by Mr. Yuhaniak. Vote 7-0.

ORDINANCE 2022-9

Ordinance Fixing the Tax Rate for General City Purposes and other Purposes for the Fiscal Year Beginning January 1, 2023 and Ending December 31, 2023. Mr. Jenko made a motion seconded by Mr. Kelley. Vote 7-0.

MOTION

Motion to Advertise RFP for Auditing Services for 2023. Mrs. Amatucci made a motion seconded by Mr. Yuhaniak. Vote 7-0.

PLANNING AND DEVELOPMENT DEPARTMENT

MOTION

Motion for Holiday and Meeting Calendar for 2023. Mr. Yuhaniak made a motion seconded by Mrs. DiVittis. Vote 7-0.

RESOLUTION 2022-65

Approving City of Latrobe Safety Policy Handbook Amendments. Mr. Kelley made a motion seconded by Mr. Forish. Vote 7-0.

UNFINISHED BUSINESS

Adelphoi Village Alley Vacation Petition Proposal. Mr. Duwall of Adelphoi was in attendance to provide council with more information. This is a \$6 million dollar project which will create more jobs and education. Mr. Carcella spoke to all involved regarding the alley with no issues arising. Mrs. DiVittis asked Solicitor Demosky if the maintaining of the alley had to be done a certain way so the maintenance would not come back to the city. Mr. Demosky will enter an agreement and record it in the Recorder of Deeds office. This will be on the agenda for January 3, 2023 meeting.

Mrs. DiVittis inquired about the lights at 3rd Ward Playground. Mr. Carcella informed that a work order was in process. Mr. Wajdic explained that the light will be in the grass alley on the second pole back.

NEW BUSINESS

Request to suspend Per Capita collection for GLSD. Before moving on this issue, council would like to know what the city makes by collecting the Per Capita. Mr. Carcella to talk with Mr. Watson from the school district.

Solicitor's Report – Mr. Demosky informed council that he has his HR team looking at the handbook and will develop training sessions, and that is expected to be ready for the February meeting.

CITIZEN'S REQUEST

Mr. Josh Baker, 617 Weldon Street, Latrobe, inquiring about the exclusivity that the City of Latrobe has on the renting of roll off boxes. Mr. Baker prefers to use Salandro to have his clean fill removed from his home. Mr. Wajdic and Mr. Carcella will set time aside tomorrow to talk about this with Mr. Baker.

City Manager's Report – Making some small changes regarding the EV chargers, we will be removing the meters in the city's parking lot. Expanding in our lot instead of doing it elsewhere. Right now, it's been hard to schedule with the electrician and it is costly to do the expansion.

Mayor's Report – Mayor Bartels thanked all for their hard work for a good year. Mayor Bartels participated two days with the Holly Jolly and thanked all involved with the events. Shared that the free parking is still in place until the end of the month. Mayor Bartels also informed all that he would be absent for the agenda meeting on December 27th but will be here for the re-organization meeting that will be held on January 3, 2023.

Regular Meeting of Council adjourned at 7:32 P.M with a motion by Mr. Forish seconded by Mr. Yuhaniak. All in favor. Approved 7-0.

Respectfully Submitted,

Terry Carcella, City Manager