

**LATROBE CITY COUNCIL
MONDAY APRIL 10, 2023
REGULAR COUNCIL MEETING
LATROBE, PENNSYLVANIA**

Mayor Bartels called to order the Regular 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 Secretary 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; Scott Wajdic, Public Works Director (absent); Terry Carcella, City Manager; Jim Nieusma, Code/Zoning Officer (absent).

Mr. Jenko moved to approve the March 13, 2023 meeting minutes seconded by Mr. Kelley.

Vote 7-0.

Mr. Forish moved to approve paid bills/payroll for the March 13, 2023 meeting seconded by Mr. Yuhaniak.

CITIZENS' REQUEST (related to agenda) None.

COMMITTEE REPORTS

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

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

Public Works Committee – Forish, DiVittis – No Report.

Personnel Committee – Bartels and Jenko – Mayor Bartels said they have no announcement yet to the Chief of Police position.

Renovation Committee – Jenko, Forish – No report.

Events Committee – Mrs. Amatucci – Mrs. Amatucci said that there is a meeting this Wednesday, and once again encouraged everyone to visit the website mrrogersfamilyday.org.

GLSD Student Showcase Committee – Mayor Bartels – No Report.

BOARD AND AUTHORITY REPORTS

LMA – No report.

Library – Mrs. DiVittis said that they are having a special meeting at the end of April to go over the renovation

plans with the new architect.

Zoning – No report.

Latrobe GLSD Parks and Recreation – Mayor Bartels said that they are having a meeting with the School District and Unity Township Representatives in a week or so to work on the budget for next year. They are looking at some of the shortfalls that the parks department has experienced in the past with the continuing rising costs of maintaining the resources that the parks department has. The department will update the Finance Committee and Council as they move forward.

REPORTS OF CITY OFFICERS FROM JANUARY 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. Carcella said that the Courtyard Plaza had the concrete poured and that the railing was up and being polished, which completes the project. Public Works is in the middle of street sweeping, hanging banners and getting signs up. The transfer station revenue for the month of March was \$78,522. No discussion.

Police Department

OIC/Acting Police Chief, Robert Derk – OIC Derk asked if council had any questions regarding his report. Sgt. Derk reported that the Laurel Highlands DUI Task Force, coordinated through the Latrobe Police Department, with sixteen other police departments are currently writing a Traffic Safety grant for \$308,000 which gives us the money for our DUI enforcement with aggressive drivers, click it or ticket program and pedestrian safety. It is distributed through sixteen departments, which helps our department get out there with extra patrols during holidays and to target the high traffic accident areas.

The new vehicle should be done by the end of the week. Blackout Tinting is upfitting it now. They found a few parts that needed to be replaced. When they bench tested the car some parts were found to be faulty.

Sgt. Derk and Sgt. Keslar will be at the Kenton Iwaniec race on Saturday, April 22, 2023. The committee provides portable breath test devices to police departments throughout the commonwealth. Sgt. Derk stated that this is a worthwhile cause and welcomed anyone to come and support the event.

Fire Department

Fire Chief, John Brasile – Chief Brasile asked if there were any questions regarding this report. Reported that the storms had brought some trees down on Chestnut and Walnut Streets, and some pine trees behind Shop and Save. The fire department cut what was on the sidewalks and the roadways. Most of the calls were about downed trees and a few flooding calls as well. They answered a call of a traffic accident at the intersection of Main and Depot Streets. Chief Brasile also stated the Rabbit Race went smoothly.

Code/Zoning Department

Code Enforcement Officer, James Nieusma -- Mr. Carcella informed council that there were 81 calls for the month of March which consisted of complaints, investigations, and closeouts. Thirty-three permits were written for March including building, street opening for the gas company, and curb cuts.

PUBLIC WORKS

MOTION

Motion to accept the resignation for Justin Harr. Mr. Forish made a motion seconded by Mr. Kelley. Approved 7-0.

ADMINISTRATION DEPARTMENT

RESOLUTION 2023-18

Resolution Authorizing the City Manager to Sign Grant Documents Relative to the \$3,200 Ballistic Vest Partnership (BVP) Grant for the Purchase of New Bullet Proof Vests. Mr. Carcella informed the council that this is on the agenda for approval to submit funding. No discussion. Mr. Yuhaniak made a motion seconded by Mr. Kelley. Vote 7-0.

MOTION

Motion to approve an M.O.U., an addendum to the AFSCME contract for CSO, Beth Straka. This change was negotiated with the union. This would allow CSO Straka to use compensatory time for up to twenty-four hours only after forty hours of work. CSO Straka would also be the only union member allowed to take compensatory time instead of the overtime that is in the contract. Mrs. Amatucci made a motion seconded by Mr. Jenko. Approved 7-0.

MOTION

Motion to approve setting the implied fair market value of the property owned by Latrobe Specialty Steel Co., described in Westmoreland County court of Common Pleas, Docket No.: 4491 of 2021 at \$13,500,000 for tax assessment purposes as recommended by the City of Latrobe's special counsel, Brian P. Cavanaugh, the Greater Latrobe School District, and the Westmoreland County Tax Assessment Board. Mr. Kelley made a motion seconded by Mr. Yuhaniak. Approved 7-0.

PLANNING AND DEVELOPMENT DEPARTMENT

RESOLUTION 2023-19

Resolution to approve LDP for AmTrak ADA upgrades at Rail Station Parking. Ellen Pennell, AmTrak ADA Stations 3rd Party Coordinator attended and spoke of the improvements that are coming for the platform, the stairway, and the parking lot. The ADA Stations Project is tasked with bringing all the stations that AmTrak serves across the country into compliance. The improvement to the platform will include an all new 8 inch above rail concrete brick platform, refurbishing the shelter that's on the platform along with refurbishing the historical canopy, providing a covered ramp system up to the East side parking lot which will give anyone with mobility needs the ability to get from the parking level to the platform level. They will also be refurbishing the stairway that goes up from that parking lot. Also, at the end of the project paving will be done in the parking lot with new lighting, new signage, and landscaping to the entire embankment. They are still waiting for a few external approvals, mostly historic. Once external improvements are finished, they will move directly into bidding and then construction. Ms. Pennell thanked Mr. DiSalvo for his cooperation throughout the whole

design and investigation process. All construction will be on Mr. DiSalvo's property. Mr. Forish made a motion seconded by Mr. Yuhaniak. Vote 7-0.

MOTION

Motion to advertise Zoning Ordinance amendments to Signage and Road Specifications in Section 327 D of the code. First the signage, this was recommended by the Planning Commission and put together under Section 166-45, Illumination, and animation of the code of the City of Latrobe. We talked about adding Section H and the other would be under Ground and Pole Size under Section 166-42 of the code, and that would be adding pole size to digital message boards that will restrict the face of the sign to a maximum of 12 square feet. Those are the two recommendations under the zoning ordinance. The one dealing with Section 327, Backfilling and restoring opening, in bold, will be removed to whichever is less, will require a full width or lane width will have to be removed and we are happy to omit that part of the language in that section of the code. When we have a contractor, they will need to make sure the entire surface is treated and repaired appropriately. The motion will be to advertise these and be drafted as a resolution once the solicitor has seen them at a later date. The current and existing signs will be grandfathered in. Mr. Forish made a motion seconded by Mrs. Amatucci. Approved 7-0.

MOTION

Motion to accept the resignation of Herbert Plummer from the Civil Service Commission. Mr. Kelley made a motion, with regret, seconded by Mr. Forish also with regret. Approved 7-0.

RESOLUTION 2023-20

Resolution to amend the Latrobe Night Market calendar for 2023. Mr. Carcella said that there was a conflict with another entity, not in the city. Moved to the second week instead of the third week of the month. Mr. Yuhaniak made a motion seconded by Mrs. DiVittis. Vote 7-0.

MOTION

Motion to sign Western Behavioral LED Sign Consent Agreement Settlement. Mr. Demosky reminded the council of a sign that was constructed that is an LED and animated sign. The agreement outlined certain understandings where the sign was lowered, and certain tests were conducted for brightness and when the sign needed to be turned on and off and so forth. The agreement was signed by Western Behavioral Health on the advice of their lawyer. City officials inspected the sign and found that it meets with all the ordinances. Mr. Demosky recommends that the city resign this matter. Mr. Kelley made a motion seconded by Mr. Jenko. Approved 7-0.

UNFINISHED BUSINESS

Mr. Demosky reminded council of a previously discussed situation regarding the Adelphoi Alley petition. He is discussing various engineering issues with their solicitor right now and feels that is too early to give an update at this time.

NEW BUSINESS

None.

Solicitor's Report

MOTION

Motion to approve setting the implied fair market value of the property owned by Lincoln Road Apartments, LLC, described in the Westmoreland County court of Common Pleas Docket No.: 4448 of 2020, Tax map No.: 15-03-11-0-254 at \$450,000 for tax assessment purposes as recommended by the Solicitor, Greater Latrobe School District, and the Westmoreland County Tax Assessment Board. Mr. Kelley made a motion seconded by Mrs. Amatucci. Approved 7-0.

CITIZEN'S REQUEST

None.

City Manager's Report

Mr. Carcella started his report with the Stormwater Internal Audit for 2021. The Recommendation is to move money from the general fund to the stormwater fund to account for how things were done in 2021. The expense for the stormwater account was \$306,052, and the revenue was \$385,313 according to DeBlasio and DeBlasio. \$79,261 should be transferred from the general fund to the stormwater fund. The current revenue in the stormwater account is \$275,000, and with the \$72,261 that will give us \$354,000, and we are still collecting fees for 2023. We don't have the internal stormwater audit for 2022, we will be starting that shortly. Once we have that, we will have a better understanding of what we need to have for our operations maintenance and our project costs and how we are going to stagger those projects over time. This includes the purchase of 1701 Jefferson Street; we are going to utilize that for stormwater retention or underground storage, and we are not sure which we are going to use currently. As for the fee, we need to look at what is our normal operation of maintenance, including how much we run the street sweeper, how many times we are cleaning the catch basins, and what pipes were repaired. After the 2022 internal audit, we will have a better understanding of what 2024 fees will be.

Mr. Carcella also stated that there is an open position in the administration office, which we need to get filled. He also gave a shout out to the ladies in the office; Janina, Freida, and Marsha for picking up the extra work and getting it done in addition to their every day tasks.

Mr. Carcella talked briefly about 1701 Jefferson Street, looked at the house recently with Scott Wajdic and feels that it is a descent structure. There are 21,000 square feet, all you need is four or five thousand for a subdivision. He would like to work with the Be a Good Neighbor committee and renovate this house to have less rentals and more home ownership. He said that he would like to study that and have more information for the next meeting agenda.

Mr. Carcella said that there is a Blight seminar in April, which he is speaking at, regarding what Latrobe is doing that others are not. We are on hold with the STMP Program right now. We are waiting for funding. The grant we did get for the Avenue D streetlight was \$326,000, which was nearly all of what was asked for. The LED lighting is in process of being changed over, which includes interior and exterior. This should reduce our electricity bills by forty-five percent. Also, need to re-study our one-way streets and our metered parking.

We are almost ready to install our EV units, we have the signs but not the products, parts, or the contractor. Looking at additional funding for more EV charging stations.

Mayor's Report

No report.

The Regular Meeting of Council adjourned at 7:37 P.M with a motion by Mrs. Amatucci seconded by Mr. Yuhaniak. All in favor. Approved 7-0.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Karen Meholic". The signature is fluid and cursive, with a prominent initial "K" and a long, sweeping underline.

Karen Meholic, City Secretary