

**LATROBE CITY COUNCIL
MONDAY JANUARY 22, 2024
PUBLIC HEARING / REGULAR MEETING
LATROBE, PENNSYLVANIA**

Mayor Bartels called to order the Regular Meeting of Latrobe City Council at 6:35 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

Jim Kelley – present

Ann Amatucci – present

Bridget DiVittis – present

William Yuhaniak – present

Dawn Vavick - present

Mayor Eric Bartels – present

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

Mayor Bartels started the Public Hearing regarding Budget Ordinance and Civil Service Amendment.

Mr. Carcella, City Manager commented for the City of Latrobe. The purpose of the Public Hearing is to amend a couple of items on the budget. Item 26, funds were moved within the budget for a public works truck that was missed in the budget preparation. There is no change in the tax rate, there is only a small difference in the money from the approved budget on January 2, 2024, meeting to where we are at now.

Mr. Carcella went on to speak about the Civil Service Commission. The city would like to have more public involvement with the Civil Service Commission which currently exists of two members. The city will need to appoint a third member, but they will be augmented with the council, Police Chief, and the community. Mr. Carcella will give a list of candidates to be presented to the council to vote upon. We will interview and discuss, then the Civil Service will give the council their recommendations.

No public comment on Budget Ordinance or Civil Service Agreement.

The Public Hearing of the Council adjourned at 6:47 P.M with a motion by Mr. Kelley seconded by Mrs. Amatucci. All in favor. Approved 7-0.

Mayor Bartels moved into the Regular Meeting of Latrobe City Council.

Mr. Yuhaniak moved to approve the meeting minutes for January 2, 2024, seconded by Mrs. DiVittis. All in favor. Approved 7-0.

Mrs. Amatucci moved to approve the regular meeting minutes for December 11, 2023, seconded by Mr. Yuhaniak. All in favor. Approved 7-0.

Mr. Kelley moved to approve the fiscal department reports and payroll for the month of December 2023, seconded by Mr. Jenko. All in favor. Approved 7-0.

CITIZENS' REQUEST (related to agenda)

None.

COMMITTEE REPORTS

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

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

Public Works Committee – DiVittis, Vavick – No report.

Personnel Committee – Bartels and Jenko – No report.

Renovation Committee – Jenko, Yuhaniak, Amatucci – No report.

Events Committee – Amatucci, Yuhaniak, Vavick – Mrs. Amatucci reported that on February 1, 2024, public is invited to have Coffee with the Chief, February 8th Sherrif's Dept. will be here in Council Chamber for Concealed Weapons renewals from Noon until 7 P.M., and on February 10th will be the Cupid Chase Race.

GLSD Student Showcase Committee – Mayor Bartels, DiVittis – No report.

At this time Mayor Bartels invited Heather Culyer, Recreation Planner with Pashek & MTR. Ms. Culyer is part of the Be My Neighbor Committee and is working on the quality of life and public engagement side of the grant. Ms. Culyer questioned the council as to what kind of businesses they would like to see in the City of Latrobe. The council and members of the public gave comments with regards to having more places to eat after 5 P.M. add a brewery, make our town a college town since we are only about a mile for St. Vincent College. We could bus the students in by trolley, housing for young teachers, and more indoor activities.

A report will be given to the council once all the information is compiled.

BOARD AND AUTHORITY REPORTS

Library – No report.

Parks & Recreation – Comedy Night is March 2, 2024.

REPORTS OF CITY OFFICERS FROM JANUARY 2024

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 – Scott Wajdic asked the council if they had any questions regarding his report. Scott informed the council that the public works department is in the process of taking down the holiday decorations and getting ready for an ice storm that is being reported for January 23, 2024.

Police Department

Police Chief, Richard Bosco – Chief Bosco reported that the department is in production mode. They are pulling together the last of their computer updates, working on all the hardware in and around the department, working with the city manager and our vendors to finalize the camera placements, and also putting together a very stringent training regimen for the officers to get them ready for spring and summer.

Fire Department

Fire Chief, John Brasile – Chief Brasile reported that he would like more businesses to put in Knox boxes. The police and fire departments, and owners are the only ones that have the keys. Chief Brasile also stated that the amount for a small Knox box runs approximately \$400 dollars which is purchased through the fire department. The fire department is also having a hard time locating properties in an emergency. The chief would also like to see residents purchase reflective numbers for their homes.

Code/Zoning Department

Code Enforcement Officer, Dan Weimer – Mr. Weimer reported that some past violations were corrected, and some new ones came up. Mr. Weimer was advised by Mr. Demosky not to comment or report on 333 Main Street since legal implementation has started.

PUBLIC WORKS

MOTION

Motion to Advertise CDBG Improvement Project. The Public Works Department will be doing some of the work, which will keep costs down. Mr. Kelley made a motion seconded by Mr. Yuhaniak. Motion carried, 7-0.

MOTION

Motion to Approve Motion of Understanding with Local 629 AFSCME on Health Care Contribution and Hiring of Temporary Personnel. Health care contributions will go up \$5 dollars per pay. Single will be \$30 dollars, Employee/Spouse will be \$40 dollars, and Family will be \$50 dollars. The city has an employee off currently and sanitation is short a driver. The city would like to hire a temporary CDL driver for six months. Mr. Jenko made a motion seconded by Mr. Kelley. Motion carried 7-0.

ADMINISTRATION DEPARTMENT

RESOLUTION 2024-06

Resolution for PLGIT Investment Policy for the City of Latrobe. Mr. Carcella explained that the city is carrying too much money in the General Fund and would like to invest with PLGIT to get more interest. The city could use their checking account with signatures of one approved official and one elected official. Mrs. DiVittis made a motion seconded by Mr. Yuhaniak. Vote 7-0.

MOTION

Motion to Approve 2024 Budget Ordinance. Mr. Kelley made a motion seconded by Mr. Jenko. Motion carried 7-0.

MOTION

Motion to Advertise for a Public Hearing on February 12, 2024, to take Comment on the Future Cable Service Provided by Comcast. Mr. Yuhaniak made a motion seconded by Mrs. Amatucci. Motion carried 7-0.

PLANNING AND DEVELOPMENT DEPARTMENT

RESOLUTION 2024-07

Resolution Approving Contract with Brightly Software. Mr. Carcella explained that the city has an agreement with Brightly Software for code enforcement and permitting, and the city would like to add something extra. Part of the extra is to be able to track our stormwater and to have the ability to bill stormwater in our office. Currently we have Muni-Link, and the agreement is up in August 2024. The city would give notice to leave Muni-Link and Brightly is offering us the ability to send out bills internally, rather than having them printed by Diamond which can be a savings of \$13k dollars to the city. The city is trying to combine this, together with the code office to bill for stormwater fees and track when customers are not paying to start collections.

Mr. Carcella explained this is not a budgeted item, so this would be paid out of ARPA funds. There is also a 10-week training period included in the price. The city would like to have a waiting period to make sure that the functionality is there, print sample bills and tracking is done properly before we end the contract with Muni-Link. Notice would need to be given by May to Muni-Link to end the contract.

NEW / UNFINISHED BUSINESS

None.

Solicitor's Report – No report.

CITIZEN'S REQUEST

None.

City Manager's Report

Mr. Carcella said that he needs to schedule a Renovation Committee meeting for next week. Mr. Carcella and Chief Brasile need to have a meeting to discuss the duty drivers and moving forward. The meeting will need to be with the Public Safety and Fire Committee.

Mayor Bartels asked if consolidation of the fire departments was still on the table, and Mr. Carcella said that the STMP people would be making a recommendation for that in the coming months.

Mayor's Report

No report.

The Regular Meeting of Council adjourned at 8:16 P.M with a motion by Mrs. Amatucci seconded by Mr. Yuhaniak. All in favor. Motion Carried 7-0.

Respectfully Submitted,



Karen Meholic, City Secretary