

**LATROBE CITY COUNCIL  
TUESDAY NOVEMBER 13, 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 – present

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.

Mrs. DiVittis moved to approve the October 10, 2023 regular meeting minutes seconded by Mr. Kelley. Approved 7-0.

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

**CITIZENS' REQUEST (related to agenda)**

None.

**COMMITTEE REPORTS**

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

Public Safety and Fire Committee – Forish, Kelley – Ladder truck passed inspection.

Public Works Committee – Forish, DiVittis – Working hard to get the leaves cleaned up and getting decorations up for the holidays.

Personnel Committee – Bartels, Jenko – No report.

Renovation Committee – Jenko, Yuhaniak – No report.

Events Committee – Mrs. Amatucci – Mrs. Amatucci reported that November 30, 2023, is Light Up Night in the city, Holly Jolly is on December 2, 2023, and the Turkey Trot is on November 23, 2023, Thanksgiving Day.

GLSD Student Showcase Committee – Mayor Bartels – Mayor Bartels announced that the committee will award the chosen student at the December 11, 2023 meeting.

## **BOARD AND AUTHORITY REPORTS**

Parks & Recreation – Mayor Bartels said that they are trying to finalize the budget for the 2024 year.

Library – Mrs. DiVittis reported that they are having their bi-monthly meeting to finalize their budget.

## **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 reported that leaf collection started and will continue weather permitting. Residents that have bags of leaves to be picked up need to call the Transfer Station. The radiation unit at the Transfer Station was repaired and all involved had the necessary training. Base repair for Ligonier Street started today (11.13.23) and will begin on Fairmont Street sometime before Thanksgiving. Christmas wreathes and banners are being put up.

### Police Department

Police Chief, Richard Bosco – Chief Bosco reported that October has been a highly transitional month. Officers are adjusting to several new software packages i.e. e-Schedule and a new reporting management system. I along with SRO Daerr met with several churches to help them beef up security for their churches and services, making suggestions on what they should and should not be doing. Mr. Soliday, Dir. of School Police, SRO Daerr, Mr. Porembka, and myself will be putting on several Active Shooter training classes for the churches themselves. Officers had training on Search and Seizure following vehicle stops.

The department had 305 calls for service. We executed five arrest warrants, 3 overdose investigations, administered two doses of Narcan and saved two lives. There were seven criminal arrests, one for aggravated assault, two for simple assault, one for a firearms violation, and one for interference of a custody of a child. We had one natural death, six child-line investigations, two overdose deaths and one suicide death.

### Fire Department

Fire Chief, John Brasile – Chief Brasile reported that in the month of October they had a house fire on Catherine Street. The fire was put out in less than five minutes. The cause of the fire was from smoking material. They assisted the Police Department for a dog that fell into a window well. They retrieved the dog unharmed.

Chief Brasile also stated that Halloween went well, and Veteran's Day was well attended. Coming up is the Turkey Trot and Holly Jolly.

### Code/Zoning Department

Code Enforcement Officer, Dan Weimer – Mr. Weimer reported that his office received one-hundred calls, 11 complaints, gave out three QC tickets, five were unfounded, seven were corrected and cleared and ten are

pending corrections, and referred two to the Police Department. We did not collect any violation revenue, gave out seven repair permits, five zoning letters, distributed rat poison, also one zoning occupancy permit, and collected one zoning hearing fee. Mr. Weimer also reported that he met with Brian Lawrence with the county regarding blight software that have modern day standards to help search a property in a timely manner.

Mr. Weimer said that 333 Main Street was initially inspected on September 21, 2023, and found to have over one hundred violations. There was exposed wire in several places. On October 5, 2023, was a second inspection concentrating on the fire suppression system which was found functional by the Fire Chief. The third inspection was November 2, 2023, and from the initial inspection to now, seventy-five percent of the violations have been corrected. The owner needs to install more fire doors, and the common area was cleaned up. There were no visible signs of roaches. Mr. Weimer is going to keep the council up to date via email on the progress.

## **PUBLIC WORKS**

### **MOTION**

Motion to approve Public Works/GLSD Salt Agreement. Mr. Forish made a motion seconded by Mr. Yuhaniak. No Discussion. Motion carried -7-0.

### **MOTION**

Motion to Approve one year contract extension for Sanitation Services with Republic Services of Scottdale with a two percent rate increase for 2024, continuing to pick up trash bags, totes, and commercial business containers. Mr. Kelley made a motion seconded by Mr. Jenko. Motion carried 7-0.

## **ADMINISTRATION DEPARTMENT**

### **RESOLUTION 2023-35**

Resolution Amending the Schedule of Fees Charged by the City of Latrobe for Permits, Licenses, and Rates. Mr. Forish made a motion seconded by Mr. Kelley. Mr. Jenko wanted to discuss each individual increase. Residential customers are going up two percent and commercial customers will be receiving a five percent increase. There was much discussion regarding the difference in the increases regarding residential vs. commercial. Also, There is a parking study going on right now and Mr. Jenko felt that we should wait to see what the study reveals before raising the rate for Lot A parking passes. The motion was amended by a subsidiary motion on the advice of the city Solicitor, Lee Demosky. Mr. Jenko made a motion to amend the main motion to keep Lot A and parking ticket rates the same for 2024 seconded by Mr. Yuhaniak. Vote 7-0. Resolution 2023-35. Vote 7-0.

### **MOTION**

Motion to Advertise the 2024 Budget. Mr. Forish made a motion seconded by Mr. Kelley. Motion carried 7-0.

## **PLANNING AND DEVELOPMENT DEPARTMENT**

### **RESOLUTION 2023-36**

Resolution for Records Destruction. Mr. Demosky explained that the city does not have a records destruction policy, this authorizes the City manager and administration to announce to council every January by resolution an itemized list of what records will be destroyed and/or retained. This also allows the City Manager to receive information from the Commonwealth in Harrisburg about recommended records that should be retained or destroyed. Mr. Kelley made a motion seconded by Mrs. Amatucci. Vote 7-0.

## RESOLUTION 2023-37

Resolution for Participation Development of Intergovernmental Cooperation Organization. This resolution is solidifying for the city to move forward. Mr. Yuhaniak made a motion seconded by Mr. Forish. Vote 7-0.

### MOTION

Motion to approve a handicap parking space on Washington Street for Diane Amatucci. Mr. Jenko made a motion seconded by Mr. Forish, with Mrs. Ann Amatucci abstaining. Motion carried 6-0.

### MOTION

Motion for free Christmas Parking beginning on November 30, 2023, which is Light Up Night through the Christmas holiday. The proposal is for on street and Lot H. Mr. Kelley made a motion seconded by Mr. Yuhaniak. Motion carried 7-0.

### NEW / UNFINISHED BUSINESS

None.

Solicitor's Report – No report.

### CITIZEN'S REQUEST

None.

### City Manager's Report

Mr. Carcella stated that since he has been with the City of Latrobe, this is the first time that he has been in 333 Main Street, and that he was shocked. This brings up the rental registration inspections. We do have rental registration, but they were not registering. My proposal is to talk about this at a future meeting regarding inspections for multi-unit apartment buildings, because that is where he is seeing a bigger problem. 333 Main Street was an eye opener, and we must continue down this road to keep everything up to code.

### Mayor's Report

Mayor Bartels thanked all that helped with Veteran's day and wished everyone a Happy Thanksgiving.

The Regular Meeting of Council adjourned at 8:17 P.M with a motion by Mr. Forish seconded by Mrs. Amatucci. All in favor.

Respectfully Submitted,



Karen Meholic, City Secretary