

**LATROBE CITY COUNCIL
REGULAR MEETING OF COUNCIL
MONDAY, MARCH 9, 2026
LATROBE, PENNSYLVANIA**

Mayor Bartels called to order the Regular Meeting of Latrobe City Council at 6:32 p.m.

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

Mayor Bartels asked all for a moment of silence.

Secretary to Council read Roll Call:

Deputy Mayor Ralph Jenko – present

Dawn Vavick –present

Sam Leach – present

Lenor Rivera – present

Eric Hauser – present

Ann Amatucci - present

Mayor Eric Bartels - present

Also, present were the following: Sue Trout, City Manager; Lee Demosky, Solicitor; Richard Bosco, Chief of Police; Robert Daerr, Police Captain; John Brasile, Fire Chief; Scott Wajdic, Public Works Director; Melanie McGregor, Assistant Public Works Director, Josh Mayro and Andy Matheny, Code/Zoning Officers.

Ms. Vavick moved to approve the meeting minutes from the Regular Meeting on February 9, 2026, and the Special Voting Meeting on February 23, 2026, seconded by Mr. Hauser. Motion carried 7-0.

Mrs. Amatucci moved to approve the presentation and review of bills, along with fiscal reports, seconded by Mr. Leach. Motion carried 7-0.

Mrs. Trout explained the manager's finance report with a breakdown on all funds. As of February 28, the general fund revenues were \$664,944.06 which was 16.3% of budget. Expenses came in at \$746,454.98 and exceeded revenue by \$81,510.92, this included two payroll totaling at \$194,466.37. Expenses were 18.2% and revenues were 16.3%. Expenses were 1.6% more than anticipated and revenues were 0.9% lower. Mrs. Trout felt the 18.2% expense was due to the difficult winter the city experienced. Mrs. Trout produced new reports for all the accounts with year-to-date amounts from the prior year. These reports were given to council members, and she explained how the expense and revenue numbers can be compared to last year's with a better idea of the financial picture and more clarity. Mrs. Trout also stated all accounts were balanced.

Mrs. Amatucci thanked Mrs. Trout for all her hard work with the finances and Mayor Bartels expressed how last year's budget workshop was eye-opening and thanked her as well.

BILLS PRESENTED FOR PAYMENT

Total Expenses for February for all funds including Payroll \$802,299.94

General Fund Expenses for February	\$ 746,454.98
General Fund Revenue for February	\$ 664,944.06
Subtotal	\$(81,510.92)

CITIZENS' REQUEST (related to agenda)

None.

COMMITTEE REPORTS

Public Safety and Fire Committee – Vavick, Amatucci and Rivera – Ms. Vavick mentioned \$2,700 was raised from the Guest Bartender Night at Hotel Loyal. This event was a benefit for the Latrobe Fire Department.

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

Public Works Committee – Vavick, Rivera and Hauser – No report.

Personnel Committee – Bartels, Amatucci, and Jenko – Mayor Bartels stated interviews for the Finance Director/Assistant City Manager are being scheduled.

Strategic Planning Committee – Amatucci, Jenko and Leach – No report.

Events Committee – Amatucci, Vavick and Leach – Ms. Vavick announced the St. Patrick's Day parade was held on Saturday, March 7th and it was well attended.

GLSD Student Showcase Committee – Bartels, Vavick and Rivera – No report.

BOARD AND AUTHORITY REPORTS

LMA – Mr. Hauser reported a meeting was held on February 10th and the reservoir is at 60%. The filtration plant is working at full capacity. Just in one weekend there were 6 water line breaks, 41 total for the year. This is due to a lot of frozen meters and pipes. The sewage plant is working, as it should. Projects to improve the sewage plant are being scheduled and the next meeting will be March 17th at 4:30 P.M.

Mayor Bartels asked Mr. Bollinger if there was an emergency management update. Mr. Bollinger spoke on the Westmoreland County Hazard Mitigation plan for the county. The plan will span five years and each of the county's 63 municipalities must adopt this plan on their own. Mr. Bollinger stated this plan covers most hazards such as weather or any type of situation.

Zoning Hearing Board – No report.

Library – Mr. Leach stated there wasn't a meeting in February but Gartner, Burdick, Bauer-Nilsen Architects sent a final report for a study on renovations for the library and a meeting will be held for the next step. This meeting will be between the librarian and a potential fundraising

consultant. The library will need to raise \$7,500,000 to \$8,500,000 for this project. In the next few weeks, the library will be installing an autism friendly space. Also, the board liaison from Derry Area School District had resigned from the school board and the library is waiting for a replacement.

Park and Recreation – Mayor Bartels stated a meeting was held on February 19th and the Rabbit Race will be on Saturday, April 4th at 8:30 a.m. Ms. Vavick mentioned the groundbreaking for the new splash pad at the Rogers McFeely Memorial Pool will take place Thursday, March 12, 2026, at 4:30.

DEPARTMENT REPORTS

Treasurer's Report See attachment "A"

Police Report See attachment "B"

Public Works Report See attachment "C"

Fire Report See attachment "D"

Code Report – No report until new software is installed

Tax Collector's Report See attachment "F"

Police Department

Police Chief, Richard Bosco – Chief Bosco reported the department had 366 calls for service, 200 police interactions via walk ins and phone calls. There were 300 targeted businesses, parks and residential area checks, 40 school arrival and dismissal details with 80 school bus escorts. There were 986 police interactions and 5 arrest warrants served. There were 9 traffic accidents investigated, 84 traffic stops with 4 citations given and 354 parking citations issued. Also, 3 simple assaults and 2 DUI's. Lastly, 6 domestic disturbance calls, 22 assists for other police agencies and 5 mental health.

Ms. Vavick asked how the Latrobe Elementary School traffic situation, with speeding motorists, is being conducted by the police department.

Chief Bosco answered that the department is pulling over the motorists and either handing them warnings or citations. With the police presence there's public awareness and this brings everybody into perspective of what they should be doing. With enforcement and compliance, the department will let the motorists know what they are doing wrong, so it gets corrected.

Public Works

Public Works Director, Scott Wajdic – Mr. Wajdic reported that the public works department started patching potholes and getting ready for street sweeping once upgrades are made to the street sweeper. Mr. Wajdic also stated he had been assisting with the garbage.

Ms. Rivera mentioned driving past the Transfer Station on Saturday, March 7 and being stuck in traffic on Mission Road due to the number of customers and contractors trying to get into the facility.

Mr. Wajdic explained there were 123 customers that Saturday and the Transfer Station can get backed up when many of the customers come around 10:00 a.m. The roadway and entrance into the facility were not designed for that amount of traffic.

Finance

City Manager Sue Trout stated she went over her finance report at the beginning of the meeting.

Fire Department

Chief Brasile reported February was a slower month than normal but there were still a lot of weather-related calls due to frigid temperatures and high winds, causing problems with water lines. Also, with the warmer weather comes brush fires and Chief Brasile wanted to remind the residents that city code does not permit any burning of leaves, brush, or foliage. Chief Brasile recommended batteries in smoke detectors to be changed with daylight savings time. This way batteries are changed twice a year. Chief Brasile thanked everyone involved with the fire department fundraiser at Hotel Loyal and appreciated all the help. More than \$2,700 was raised in four hours.

Code/Zoning

Code Enforcement Officer Josh Mayro -- Josh Mayro reported the department issued 29 violations or letters, 9 permits and 11 zoning letters. Zoning letters are documents that are created to transfer property and explain what zone the property is in, conforming or not. There were 3 right to know requests. Mr. Mayro stated the Zoning Board did not meet in March but will meet in April. Mr. Mayro reported that he, Mr. Matheny and the Zoning Board Chairman Jack Maher participated in a zoom meeting that provided training for duties of a zoning and hearing board. This information was very beneficial with procedures to be followed, modern trends and ordinance updates. At the last planning commission meeting Accessory Dwelling Units were discussed and there's a Pennsylvania house bill that was introduced for accessory home units; the department is keeping an eye on these new housing units to see where it goes.

PUBLIC WORKS AND PERSONNEL:

MOTION

Motion to approve the full promotional appointments of Police officers, Lieutenant Michael Wigand, Corporal Michelle Preston, Corporal Matthew Reeves and Corporal Jacob Cholock. In accordance with the Civil Service regulations governing promotional appointments within the City of Latrobe Police Department, the completion of the probationary period requires formal action by the Mayor and City Council to approve the officers to their full promotional positions. Police Chief Bosco officially recommends that Mayor and Council after careful review, observation, and evaluation throughout their probationary terms that the officers have satisfactorily fulfilled the responsibilities and expectations associated with their respective promotional appointments. Over the course of the past year, each of the officers has

demonstrated the professionalism, leadership, and operational competency expected of their respective ranks. During the probationary period, they have performed the preliminary supervisory and leadership duties associated with their positions while continuing to meet the standards of service expected by this department and the community we serve. Mr. Hauser made the motion seconded by Ms. Rivera. Motion carried 7-0.

Chief Bosco recognized Dr. Selip as the Chair of the Civil Service Commission who had helped train the officers over the past year.

ADMINISTRATION AND FINANCE:

MOTION

Motion to introduce Ordinance 2026-04 which is the fee ordinance to add the commercial recycling rates/fees. The City, via our new Sanitation and Recycling program which began on January 1, 2026, needs to establish commercial recycling rates. There are approximately 300 local businesses in our community which are subject to the recycling rates for mandatory recycling pick-up which will occur via our contracted hauler, Noble Environmental. Additionally, we need to add a fee for handicapped parking spaces of \$50 to the fee ordinance. This fee is paid when a resident requests a handicapped parking space sign and the fee covers the cost of the signage. Ms. Rivera made the motion seconded by Mrs. Amatucci. Motion carried 7-0.

Mrs. Trout stated the handicap parking requests come through the police department where residents are charged for the spaces and the new ordinance would help cover the cost of the signage.

Ms. Vavick asked if the \$50 fee is a one-time cost and Ms. Rivera asked if the driver would still need a parking permit for the parking spot. Mrs. Trout answered yes to both questions.

Mrs. Amatucci mentioned that the parking space is not a personal spot for the resident who purchases the handicap space. The spot can be used by any handicap resident.

Chief Bosco reported the new spaces and signs are not added on a regular basis.

MOTION

Motion to approve Resolution 2026-14 for adoption of the Westmoreland County Hazard Mitigation Plan. Ms. Vavick made a motion seconded by Mr. Leach. Motion carried 7-0.

Mrs. Trout explained that the County Hazard Mitigation Plan is a comprehensive plan that's 1,200 pages long. Mr. Bollinger was a part of the committee that worked on the plan for over a year.

Mayor Bartels asked if every municipality in the county participates in the mitigation plan. Mr. Bollinger answered no but there's a list of the municipalities that participated. Mayor Bartels

thanked Mr. Bollinger for the time he put into the plan.

MOTION

Motion to approve an agreement to provide natural gas through Snyder Brothers for \$4.95 per dekatherm for a three-year term from April 2026 through March 2029 for city municipal building and the four fire stations. The previous contract with Snyder Brothers for gas service cost was \$4.64 per dekatherm. The City needs authorization for the City Manager to sign off on the contract in case the price decreases from approval until signature as the natural gas markets change rapidly. Mr. Jenko made the motion seconded by Mr. Hauser. Motion carried 7-0.

Mrs. Trout explained how rates were changing from Friday, March 6th to Monday March 9th. Rates were \$4.95 per dekatherm on the March 6th and rose to \$5.14 by March 9th, due to the war in Iran. Utility costs are increasing, a concern especially with these economic times, but the city needs to lock in a rate. Mrs. Trout spoke with a representative from Environ, who operates on the city's behalf as the energy broker, and they were wanting to have council give a motion for the price of \$5.14 per dekatherm. The representative felt the market could lower slightly. The \$5.14 per dekatherm would be a worst-case scenario for a three-year time frame. Mrs. Trout also stated the contract cannot lapse and was concerned with paying increased prices.

Ms. Vavick asked if there was a way to get an extension for one year. Mrs. Trout said the city could do it for one year, but the price would be \$5.14. This is a bad time with the city's contract being up.

Mayor Bartels thanked Mrs. Trout for her research.

Mrs. Amatucci asked about shopping around for better rates and not being locked in with Environ. Mrs. Trout stated if the city is locked into an agreement, then the city is subject to the agreement. The city could risk it and pay whatever Peoples Gas is charging but the rate is more right now. Rates could come down tomorrow or the next day or later in the week. Mrs. Trout went over the contract rates and for a 12-month contract it was \$5.37 per dekatherm. At 24 months it was \$5.22 and at 36 months it was \$5.14. The longer you wait to lock in, the lower the rate. Mrs. Trout suggested going with the maximum of \$5.14 and if it isn't lower, we can always play the waiting game and pay Peoples Gas rate for a month and then try again.

Mr. Leach mentioned that the war could end and the prices would go down.

MOTION

Motion to approve a proposal from SafeCide Wetlands and Pest Management from Pittsburgh, PA for mosquito control for the city wetlands for April through August 2026 for \$2,750. This is a 10% increase from the previous year. If weather conditions favor an extension of the mosquito breeding season into September or October, SafeCide will treat the sites for \$550-\$800 per month but only after an on-site consultation with City representatives about conditions and needs. Payments will occur in five monthly installments of \$550 from April through August 2026 totaling \$2,750. Mr. Jenko made the motion seconded by Mr. Leach. Vote 7-0.

Mr. Hauser asked how many sites are being treated. Mrs. Trout replied 10 to 12 acres of woodland and floodplain on the south side of Ligonier between avenues A and D. This includes the property under the power lines between Avenue A, Latrobe Park, the flood lands along the Riverfront Park and some of the remaining industrial property owned by Robert Schmucker, a floodwater site in the residential area along Unity Street on the border of Latrobe and Unity Township.

Mayor Bartels asked how the pricing compared to the previous years and is it advertised when they are about to spray. Mrs. Trout replied there was a 10% increase in pricing and did not know if it's advertised before spraying but treatments are done by a commercial pest control operator that's certified in public health and insured in courts with laws enforced by the Department of Environmental Protection.

Mr. Hauser asked if this is regulated by the DEP and Mrs. Trout answered yes, the Department of Environmental Protection.

Ms. Rivera asked if all the wetlands are within the city limits and Mr. Wajdic explained where the wetlands were.

Mrs. Amatucci stated it would be of good service to let the public know when treatments are being done. Mr. Wajdic mentioned spraying is done in the middle of the night and Mrs. Trout stated she will find out and let council know.

New/Unfinished Business:

Solicitor's Report:

No report.

CITIZENS REQUEST:

Mr. Steven Selip from Chestnut Street, Latrobe spoke about the gas agreement and suggested extending the gas contract with Snyder Brother's for one to two or three years, that there would be more users, and he felt it was like the electrical situation where you have a provider of the electricity and then it's brought to your house. He asked if this was correct and Mrs. Trout answered she did not know if the regulations allow for that but would inquire. Mr. Selip went on to thank Chief Bosco and Captain Daerr for mentoring the appointed police officers. Mr. Selip had observed how professional and knowledgeable they are and are well prepared, which is reflected in the commanders as well as the officers themselves. He wanted to make that comment since he has direct interactions with them. Mr. Selip spoke about a group in Western Pennsylvania named The Foundations for Christian Counseling. This foundation has an office in Latrobe. They handle general mental health counseling as well as drug and alcohol addiction. Mr. Selip stated that he is involved in opioid addiction medicine, and this foundation helps anyone who does not have the funds to pay for counseling, they help with the cost. They are having a foundation dinner and an auction fundraiser on March 27th at Charter Oak Church in Greensburg and Mr. Selip passed out Save the Date cards to help support the event and feels this does help the citizens in the City of Latrobe. Mr. Selip stated every town is working in the addiction field.

Mayor Bartels thanked Mr. Selip and stated he appreciated his validation of the officers and leadership.

City Manager's Report:

Mrs. Trout reported she had been working on completing year end reports for 2025 that are due to the State. Budget and actual month to month general ledger reports were set up for 2026, for all funds. Mrs. Trout performed dual duties of Finance Director and City Manager and had started the interview process for an Assistant Manager/Assistant Finance Director. Also, Mrs. Trout met with engineers from Gibson Thomas to review the progress with the MS4 requirements and design changes for the Transfer Station compactor. Mrs. Trout met with a Workers Compensation auditor and various city vendors. Audit results were pending and processes and pricing services were reviewed with vendors. Labor management issues were discussed with the city's solicitor and labor attorney and worked with supervisory team and employees on daily operational concerns. There are continued discussions with community and potential partners on economic development in the city.

Mayor's Report:

No report.

The Regular Meeting of the Council adjourned at 7:28 P.M. with a motion by Mr. Jenko seconded by Ms. Rivera. All in favor. Motion carried 7-0.

Respectfully submitted,

Janina Hall

Janina Hall, Council Secretary