



901 Jefferson Street – Latrobe, Pa 15650
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**Greater Latrobe Parks & Recreation Commission
Meeting Minutes
September 18, 2025**

The monthly meeting of the Greater Latrobe Parks & Recreation Commission was held on Thursday, September 18, 2025 at the Unity Township Municipal Building.

Mr. Bartels called the meeting to order at 4:30 PM.

Roll Call:

Present:

Mr. Ed Poponick	Mr. Will Redinger	Mr. Eric Bartels
Mrs. Patricia D. Fenton	Mr. Joseph Koluder	

Also in attendance:

Mr. Craig Shevchik	Mrs. Dawn Vavick	Mrs. Cindy Smith
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Absent:

Mrs. Bobbi Harr	Mr. Tom Long	Mr. Bruce Jones	Mr. John Urban
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Approval of Minutes:

Mr. Koluder made a motion to approve the minutes as presented. Second, Mr. Poponick. (Vote 5-0)

Executive Session:

N/A

Public Comment:

N/A

Bills and Communications (for approval and / or action):

The Commissioners reviewed the expenditures.

A motion was made to accept the prepaid bills by Mr. Koluder, Second, Mr. Redinger. (Vote 5-0)

A motion was made to accept the unpaid bills by Mr. Redinger. Second, Mrs. Fenton. (Vote 5-0)

Report of the Committees:

Personnel: (Mr. Long, Mrs. Fenton, Mr. Redinger)

Pennsylvania's salary threshold for overtime exemptions has been decreased by the Federal Government. All Parks & Rec employees are now above the exemption threshold. This will allow Mr. Kevin Hook and Mr. Sam Brink to work additional time over 40 hours.

Finance: (Mr. Urban, Mr. Koluder, Mr. Bartels)

The Commission reviewed the monthly financial reports. Mr. Koluder explained the revenue is above budget through August and expenses are slightly elevated through August due to tree removal and other unforeseen expenditures.

Mr. Shevchik is preparing community support letters to send to the Foundations, and suggested the Commission may need to revisit a three tiered payment system to balance funding.

Mr. Poponick said the High Five Fundraiser letters are slated to be mailed Wednesday, September 24th. All donations will be made payable to Unity Township then distributed to Greater Latrobe Parks & Recreation via the township treasurer.

Facilities/Programs: (Mr. Jones, Mr. Poponick, Mrs. Harr)

The damaged orange barrier and stop sign on the Lincoln Ave. has been replaced.

A new divider has been installed on the Chestnut Street extension to enhance the entrance to Legion Keener Park. This project was possible due to the generosity of the RK Mellon Foundation. An article appeared in the Latrobe Bulletin regarding the divider that was less than complimentary. A few citizens stated they felt the divider is not slowing traffic down in the area. Mr. Shevchik shared positive feedback was received from park users.

The demolition of the baby pool is completed. The Splash Pad installation has been delayed until March of '26 with completion targeted for the summer of '26.

Mr. Shevchik thanked Mr. Jones for installing a new water cap in Legion Keener Park.

E-Bikes and Electric Scooters are becoming an issue in the parks and on the paths/trails. Mr. Shevchik will speak with Chief Bosco regarding the rules and regulations for these apparatus.

The renovated access road at Legion Keener has caused issues with some individuals at the Farmer's Market. Motorized scooters and wheel chairs are having difficulty maneuvering over the gravel. Mr. Shevchik will continue to research this matter.

The Girl Scout Pavilion camera needs replaced due to a bad seal around the lens.

The maintenance staff is doing its best to keep the parks looking good during this dry spell.

Mulch has been laid around the Memorial Recreation Area pavilion and bricks have been replaced. .

The Maintenance Building has received an official 911 address. It is now located at 100 Legion Keener Way.

All soccer programs (U6, U8, In House, and My 1st Kick) for the fall season are full.

Commanders Dek Hockey is full for the season, and all other Dek programs hit projections.

All Aquatics classes for the winter classes are already full for the January and February sessions.

The Times publication was not distributed until September 6th. This caused our deadlines for fall programs to be missed. Mr. Shevchik spoke with West Media regarding the situation and how to avoid this happening in the future.

The staff assisted with the Banana Run on Saturday, August 23rd. A total of 280 participated with 48 race day registrations.

The Steve LoCascio Heart to Heart Race is slated for October 4th. The Parks & Recreation staff will assist with this event.

A Fall Market is being organized for October 5th at Bob Evancho Park. Vendors, music and festivities are planned for the event.

The Inaugural Pages, Paints and Parks Cash Bash is scheduled for November 8th. This event is being planned in conjunction with the Latrobe Art Center, and the Adams Memorial Library. Funds raised will be distributed between the three entities. All Commission members are asked to participate.

Report of the Director:

Mr. Poponick reported the Marguerite and Dry Ridge Fire Departments are merging. The Marguerite firemen approached the Unity Twp. Supervisors about donating their pavilion and ball field to the township. Mr. Poponick thinks the decision will be made in November. He will keep the Commission informed of the developments.

Halloween for the City of Latrobe is October 25th and Unity Township will be celebrated on October 31st.

Reports are being sent to the City of Latrobe and Greater Latrobe School District.

Mrs. Fenton made a motion to adjourn at 5:30 PM. Second, Mr. Poponick.

**THE NEXT MEETING WILL BE HELD AT 4:30 PM at the LATROBE MUNICIPAL BUILDING
ON THURSDAY, October 16, 2025.**

Respectfully submitted,

Dawn M Varick

Dawn M. Vavick

Program/Aquatics Director Approved by Tom Long – 10/16/25