

**LATROBE CITY COUNCIL
SPECIAL VOTING MEETING
MONDAY DECEMBER 22, 2025
LATROBE, PENNSYLVANIA**

Mayor Bartels called to order the Special Meeting of Latrobe City council at 6:34 p.m.
Mayor Bartels informed all that an Executive Session was held to discuss personnel and real estate matters.

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
Lenor Rivera – present
Bridget DiVittis – 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; Police Captain; Robert Daerr, Scott Wajdic, Public Works Director; Melanie McGregor; Assistant Public Works Director, Andy Matheny and Josh Mayer, Code/Zoning Officers.

CITIZENS' REQUEST (related to agenda)

Mr. William Urbanik, partner with SecondHalf Coach, wanted to discuss a parking issue with the SecondHalf Coach business located on Ligonier Street. Mr. Urbanik stated business had grown tremendously with customers coming from different states and counties throughout the day. With the growth of customers there are issues with their location. With nine team members and eight parking spaces, plus one handicapped spot, there are not enough parking spaces at the office. The employees end up parking on the streets, two or three blocks away from the office. A lot of the street parking around SecondHalf Coach are taken by people visiting the senior center. The senior center has a very large parking lot, which they don't use, and they park in the on-street parking. The solution that SecondHalf Coach has come to was to ask for two handicapped spots right on the curb next to their office. The curb slopes downward because that used to be a parking lot, so it would be very accessible for people in wheelchairs. There's a ramp already there and two handicapped spots would fit. By doing that, we could get rid of the handicapped spot in one of our lots. The space that is next to it is marked for non-use and no one's allowed to park there but it's big enough for a spot, that alone would give us ten parking places and two handicapped spots next to the office. The catty corner across the street is an area of curb that we are requesting permit parking for. This would give us two additional spaces. Oftentimes, we have anywhere from three to five clients in our office at a time, sometimes visiting professionals from other areas like lawyers and CPAs. Having ten to twelve parking spaces will be ideal. This will

not disrupt any parking for residents. The handicapped spots being requested are on the curb next to the office. And the other curb that we're asking for are permit spots and this is in front of a house that Tony Slezak, another partner of SecondHalf Coach, owns. This will not disrupt anyone's parking situation. SecondHalf Coach loves being in Latrobe and has been in Latrobe a long time. Without parking being addressed, the business will have to consider moving the office. With the added parking, this would help the business stay in Latrobe and make sure clients have ample parking space close to our office. Having parking right next to the office would be great.

MOTION

Motion to rescind the approval to enter a contract with Hoffman Kennel for 2026. Mrs. Divittis made the motion seconded by Ms. Rivera. Motion carried 6-0.

Mrs. Trout explained that last month a motion was approved for an agreement with Hoffman Kennel. There have been some concerns about the services that they provide, and the city tried to search for another vendor. Captain Daerr did some research and found a vendor that could be more palatable for our use. The city feels this would be a better agreement. It would meet the needs for use whenever there's a call and this is better suited for cost per call. But the first order of business would be to rescind the original agreement with Hoffman's.

Mr. Demosky stated that the city does not have a fully executed contract and without a fully executed contract, the contract with Hoffman's is not enforceable.

Mrs. DiVittis stated she was glad that Captain Daerr did the research to find a different vendor.

MOTION

Motion to approve a one-year contract with Whiskey Acres Rescue and Sanctuary for animal control. The cost would be \$250 per call to pick up a dog for a maximum of 14 days. On the 15th day Whiskey Acres animal and Sanctuary will assume all costs for said dog. Mrs. Amatucci made the motion seconded by Ms. Vavick. Motion carried 6-0.

Chief Bosco spoke about Whiskey Acres being a very compassionate establishment. They are concerned for the animal's well being and are a no kill shelter located in Saltsburg.

Ms. Rivera wanted to confirm that Whiskey Acres does not charge a monthly fee.

Mrs. Trout replied that they do not charge a monthly fee.

MOTION

Motion to introduce an ordinance of the 2026 wages for city employees. Mrs. DiVittis made the motion seconded by Mrs. Amatucci. This motion was a roll call vote 6-0.

MOTION

Motion to purchase the following items from Republic associated with in-house collection efforts:

- A RJ-225 Compactor Unit and Box for \$10,000
- 110 Recycling Carts which were ordered in 2022 for \$5,601.98
- 29 Trash carts for new starts through 2025 for \$870
- An additional Receiver Box for \$2,000

Total purchase price \$18,471.98. These items will help increase our efficiency for our in-house garbage collection. Ms. Rivera made the motion seconded by Mr. Jenko. Motion carried 6-0.

Ms. Vavick asked what the receiver box was.

Ms. McGregor stated it's a cardboard compactor.

Ms. Rivera asked if garbage goes out at curb or alley.

Mrs. McGregor stated it's the same pickup as what Republic did, it will not change.

Mrs. Amatucci thanked the sanitation department for all their hard work.

MOTION

Motion to approve the meeting schedule dates and times for 2026 for the Regular Council Meetings, Council Workshop meetings, the Planning Commission meetings and the Zoning Hearing Board meetings. The Zoning Hearing Board will only meet if there is business that needs addressed. Mr. Jenko made the motion seconded by Mrs. Amatucci. Motion carried 6-0.

Mayor Bartels confirmed that the Re-Organization meeting was moved from 7:00 p.m. to 6:30 p.m.

NEW/UNFINISHED BUSINESS:

None.

PUBLIC COMMENT:

None.

The Special Meeting of the council adjourned at 6:58 P.M. with a motion from Mr. Jenko seconded by Mrs. Rivera. All in favor. Motion carried 6-0.

Respectfully submitted,

Janina Hall

Janina Hall, Council Secretary