

**LATROBE CITY COUNCIL
REGULAR MEETING OF COUNCIL
MONDAY JULY 14, 2025
LATROBE, PENNSYLVANIA**

Mayor Bartels called to order the Regular Meeting of Latrobe City Council at 6:35 p.m.
Mayor Bartels informed all that an Executive Session was held to discuss personnel matters and litigations.

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
Jim Kelley – present
Ann Amatucci –present
Bridget DiVittis – present
William Yuhaniak – present
Dawn Vavick – present
Mayor Eric Bartels - present

Also present were the following: Richard Bosco, Interim City Manager; Lee Demosky, Solicitor; Scott Wajdic, Public Works Director; John Brasile, Fire Chief; Josh Mayro and Andy Matheny, Code/Zoning Officers.

Ms. Vavick moved to approve the meeting minutes from the Regular Meeting on June 9, 2025, and the meeting minutes from the Special Voting Meeting on June 23, 2025, seconded by Mrs. Amatucci. Motion carried 7-0.

Mr. Kelley moved to approve the Fiscal Department Reports, seconded by Mrs. DiVittis. Motion carried 7-0.

BILLS PRESENTED FOR PAYMENT

Total Expenses	\$ 892,137.83
Total Payroll	\$ 202,779.49
GRAND TOTAL	\$ 1,094,917.32

CITIZENS' REQUEST (related to agenda)

None.

COMMITTEE REPORTS

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

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

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

Personnel Committee – Bartels, Amatucci, and Jenko – Mayor Bartels stated the committee had been busy the last few months with interviews.

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

Events Committee – Amatucci, Rivera and Vavick – Ms. Vavick thanked the fire and police department for all their help with the 4th of July events.

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

Mayor Bartels appointed Ms. Rivera to the Public Works, Events and Strategic Planning Committees.

BOARD AND AUTHORITY REPORTS

LMA – No report.

Zoning and Hearing Board – No report.

Library – Mrs. DiVittis – Mrs. DiVittis stated the library has been busy with approving architecture plans and getting renovations started.

Park and Recreation – Mayor Bartels reported Parks and Rec held a meeting on June 19. Also, Mayor Bartels was very appreciative with the police rounds through the park and pool areas. The Splash Pad will be slated to begin August. The mayor asked Chief Bosco if there were digital speed signs that could be placed throughout the city. Chief Bosco explained there are speed signs, but the department is still working on updating the software for the signs.

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 See attachment "E"

Tax Collector's Report See attachment "F"

Police Department

Police Chief, Richard Bosco – Chief Bosco reported that the department had 440 calls for service, 200 police interactions via walk ins and phone calls. There were 600 targeted businesses, parks and residential area checks along with 1240 police interactions. There were 1 arrest warrants, no overdose investigations and no Narcan incidents. There were 9 accident investigations, 114 traffic stops, 24 traffic citations issued, 201 parking citations, 15 criminal arrests increasing the year-to-date total to 113. There was 1 aggravated assault and 2 simple assaults. Eight non- traffic, 1 theft, 3 DUI's, 1 Narcotic, 2 PFA's, no weapon offense and 11 domestic disturbances. Chief Bosco wanted to recognize the detectives of the bureau for their diligence during the month of June with an executed drug search on a drug house that seized a

significant amount of heroin. Also, the Latrobe Municipal Water Authority had a truck stolen and the department was able to recover the vehicle.

Public Works

Public Works Director, Scott Wajdic – Mr. Wajdic reported spring paving got off to a late start, but Lincoln Avenue was milled and paved during the evenings. Also, the gas company tore up several streets including Spring, Walnut, Taft, Brinker, Chestnut and Oak and these streets will be repaved. The Public Works Department took care of a fallen tree on Fairmont.

Fire Department

Fire Chief John Brasile – Chief Brasile reported a house on Avenue B was struck by lightning. Also, there were people setting off fireworks and the fire department had received many complaints. Chief Brasile stated some do not know fireworks are not allowed, there's an ordinance against it and citations should be given. Suggestions were made to educate the public and have more of a police presence during the 4th events.

Code/Zoning

Code Enforcement Officers Josh Mayro and Andy Matheny – Josh Mayro stated the month of June had been busy. Mr. Mayro and Mr. Matheny met with officials of City Brewing about signage. Also, there were 41 total cases with 16 citations and 21 permits were issued.

PUBLIC WORKS/PERSONNEL

MOTION

Motion to hire Sue Trout as City Manager at an annual salary of \$120,000 upon successful completion of background investigation and execution of an employment contract approved by the Mayor, City Manager and Solicitor. Mr. Kelley made the motion seconded by Mrs. Amatucci. Motion carried 7-0.

Chief Bosco stated that Sue's background investigation was completed and the contract was approved.

Sue Trout was sworn in by Mayor Bartels, who administered the oath of office.

MOTION

Motion to establish a residential handicap parking space at 102 Thompson Street. Mr. Jenko made a motion seconded by Ms. Rivera. Motion carried 7-0.

MOTION

Motion to use Allegheny Records Destruction to destroy all identified city records in accordance

with the Commonwealth Records Retention Act. Mrs. DiVittis made a motion seconded by Ms. Vavick. Motion carried 7-0.

Discussion – Mr. Kelley asked why the Westmoreland County Blind Association was not chosen to do the shredding. Chief Bosco stated the records would have to be transported to the Blind Association where Allegheny Records does the shredding on site. Chief Bosco will submit a summary of what was destroyed.

MOTION

Motion to enter Intergovernmental Agreement with Derry Township to share grant money for paying of Lincoln Avenue. Mr. Kelley made a motion seconded by Mrs. DiVittis. Motion carried 7-0.

Discussion – Solicitor Lee Demosky and Public Works Director Scott Wajdic met with the Board of Supervisors regarding how to divide the grant of \$225,000 for resurfacing Lincoln Avenue. There were recommendations from Gibson Thomas about a percentage of what parts in the City of Latrobe and what parts in Derry Township are to be paved. All the calculations are explained on the second page of the agreement.

MOTION

Motion to submit city billings to a collection agency for services such as property maintenance (mowing), garbage, sewage, etc. Mr. Kelley made the motion seconded by Mrs. Amatucci. Motion carried 7-0.

Discussion – Public Works Director Scott Wajdic stated this will help with collecting past due garbage bills that hasn't been paid. The city will not have to pay fees on the collected amount, and this will eliminate liens being filed, which is costly and sometimes forgiven.

MOTION

Motion to approve stipulation of a settlement to resolve pending tax assessment appeal litigation at Westmoreland County Court of Common Pleas Docket Number 3497 of 2024 as recommended by the Westmoreland County TA assessment Board and The Great Latrobe School District. Mr. Jenko made a motion seconded by Ms. Rivera. Motion carried 7-0.

Discussion- Solicitor Lee Demosky stated The Greater Latrobe School District Solicitor reviewed the settlement and concurred with the recommendation from the county. Mr. Demosky was asked to explain the details. He stated the county hasn't undergone a reassessment since 1973. Property owners file a challenge for fair market value, they take the assessed value, and they apply a multiplier, called a common level ratio. It's adjusted every year. When a challenger comes in, they typically have a commercial property appraisal report. The Chief County Assessor is assigned to look at it. They look at the property and make a recommendation whether or not to go to trial or a non-jury trial before a judge and decide what fair market value is for purposes of real estate taxes. The county has recommended \$380,000 as the fair market value to be used for that calculation of real estate taxes relating to this parcel.

MOTION

Motion to adopt Resolution 2025-21 to enter an agreement with First Commonwealth Bank and THC Enterprises, Inc (5-year term) to lease a 2026 Heil Half Pack Odyssey Front Loader. Mrs. Amatucci made the motion seconded by Mr. Kelley. Motion carried 7-0.

Discussion - Solicitor Lee Demosky stated Mr. Wajdic had been working with First Commonwealth Bank who presented a lease proposal. Mr. Demosky met with the bank, by phone, and made changes to the documents. The documents and resolution mirror one another, except for the identification in section two of the specific vehicle that the lease is involved. If approved, there'll be a five-year lease term. This is written in the documents and should grant money come in, then the vehicles can be purchased before the five years are up, if not, it's a five-year term on the lease. If the city does not allocate funds for the payment of the lease in the future, then the lease provides that the lease can be terminated by the city. So that provides a great deal of flexibility for the city.

RESOLUTION 2025-21

Resolution to approve Master Equipment Lease Agreement by and between The City of Latrobe and First Commonwealth Equipment Finance Concerning Commercial Vehicles. Mrs. Amatucci made a motion seconded by Mr. Kelley. Vote 7-0.

MOTION

Motion to adopt Resolution 2025-22 to enter an agreement with First Commonwealth Bank and THC Enterprises, Inc (5-year term) to lease a 2025 Pac Mac/3RC Freightliner M2/06.Front Loader. Mrs. Amatucci made the motion seconded by Mr. Jenko. Motion carried 7-0.

RESOLUTION 2025-22

Resolution to approve Master Equipment Lease Agreement by and between The City of Latrobe and First Commonwealth Equipment Finance Concerning Commercial Vehicles. Ms. Vavick made a motion seconded by Mr. Jenko. Vote 7-0.

ADMINISTRATION AND FINANCE DEPARTMENT

New/Unfinished Business:

Solicitor's Report

No report.

CITIZENS REQUEST:

Christine Markowitz from Lehmer Street commented on the fireworks that were being set off near her property and was concerned with her house catching on fire. She stated she is happy with the discussion and comments on what will be done for the next 4th of July. Also, Ms. Markowitz made a comment on the mail issue. Many residents are not getting their mail in a timely manner. Chief Bosco suggested to have an audience with the postmaster to address the matter. He also stated The City of Latrobe is having mail issues as well.

City Manager's Report

No report.

Mayor's Report

Mayor Bartels gave thanks to the public works, police and fire department for the public safety that was provided during the 4th of July events and said it was an amazing week. Mayor Bartels received positive comments and stated public safety is a concern with the city and there were no major incidents.

The Regular Meeting of the Council adjourned at 7:45 P.M. with a motion by Mrs. Amatucci seconded by Mrs. DiVittis. All in favor. Motion carried 7-0.

Respectfully submitted,

Janina Hall

Janina Hall, Council Secretary