LATROBE CITY COUNCIL
SPECIAL VOTING MEETING
MONDAY JULY 27, 2026
LATROBE, PENNSYLVANIA

Deputy Mayor Jenko called to order the Special Voting Meeting of Latrobe City Council at 6:36 p.m.
Deputy Mayor Jenko announced that an Executive Session was held to discuss personnel and real estate matters.
Deputy Mayor Jenko asked all to rise for the Pledge of Allegiance.
Deputy Mayor Jenko 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 – absent

Also, present were the following: Sue Trout, City Manager; Hannah Sterrett, Assistant City Manager; Lee Demosky, Solicitor; Richard Bosco, Chief of Police; John Brasile, Fire Chief; Scott Wajdic, Public Works Director; and Josh Mayro Director of Code & Zoning.

CITIZENS' REQUEST (related to agenda)
None.

NEW BUSINESS:

Public Hearing on petition to vacate the alley located between Toner and Penn Streets between lots 220-338 on 6th Avenue and 7th Street.

Solicitor Demosky explained that the public hearing was advertised to consider a petition to vacate the alley located between Toner and Penn Avenues, between Lots 220 and 338, extending from 6th Avenue to 7th Street. He stated that, under Section 732 of the Pennsylvania Borough Code, the City is required to hold a public hearing to receive comments from interested parties before acting on the petition.

Mr. Demosky noted that he prepared a proposed ordinance, which was distributed to council members in accordance with the City of Latrobe Home Rule Charter. He explained that testimony and public comments would be accepted during the hearing and considered before the ordinance is advertised one final time for enactment. The proposed ordinance will be considered at the August council meeting. At the Mayor's request, Mr. Demosky served as the hearing officer and invited anyone wishing to speak in support of the petition to state their name and address before providing testimony.

Mr. Hedman, of Second Avenue, clarified that the petition applies to Lots 220 through 238, not Lot 338, and asked that the record reflect the correct lot numbers.

Mr. Demosky asked the city manager to note the correction to the lot numbers, explaining that the error was a typographical mistake. He also clarified that the proposed ordinance correctly identifies the location as an avenue rather than a street, a correction he had already made after reviewing the map.

Mr. Demosky noted that the area in question is a paper roadway owned by the former Borough of Latrobe, the predecessor to the City of Latrobe. He stated that the property is not maintained and that all adjacent property owners had signed the petition submitted to the city. He further reported that the city had properly advertised the public hearing, received no objections, and met all applicable deadlines required under the Pennsylvania Borough Code.

Mr. Demosky asked if anyone wished to provide testimony or submit a statement for consideration and invited comments from council members. Hearing no further comments, he closed the public hearing.

Public Hearing on the intermunicipal restaurant liquor license transfer of license R-18575 from Sinaloa Enterprises, LLC to Sandsprings Steak & Brew, LLC for use at 810-812 Ligonier Street and 310 Main Street in the City of Latrobe.

Mr. Demosky stated that the next public hearing was being held to consider an intermunicipal liquor license transfer. He explained that, under Act 141 of 2000 and Act 10 of 2002, the hearing was required before council could consider the request. Mr. Demosky then introduced Attorney Christopher Nichols of the Nichols Law Group to present the application to council.

Attorney Nichols explained that the public hearing was the first step in the process of transferring a liquor license from Derry Township to the City of Latrobe. He stated that Council's role was to determine whether the transfer would adversely affect health, welfare, peace, or morals of the community. If approved, the applicant would then submit the transfer application to the Pennsylvania Liquor Control Board for review.

Mr. Nichols explained that the proposed restaurant is a family-owned business with an existing Maryland location that has operated for approximately 33 years and offers an extensive menu.

Mr. Demosky passed out the restaurant's menu, floor plan, and operating hours to council.

The proposed hours of operation are Monday through Thursday from 11:00 a.m. to 10:00 p.m., Friday and Saturday from 11:00 a.m. to 11:00 p.m., and Sunday from 12:00 p.m. to 8:00 p.m.

Mr. Nichols emphasized that the liquor license is intended to allow the restaurant to serve alcoholic beverages as an accompaniment to meals and that the establishment is not intended to operate as a bar.

Ms. Vavick asked what the target date was for the transfer of the liquor license.

Mr. Nichols stated if the resolution is approved the transfer takes place anywhere from 6 to 12 weeks.

Mr. Demosky asked if anyone wished to provide a statement for consideration. Hearing no further comments, he closed the public hearing.

MOTION

Motion to introduce Ordinance No. 2026-17 to approve vacating the alley located between Toner and Penn Streets between lots 220-238 on 6th Avenue and 7th Street. Ms. Vavick made the motion seconded by Mrs. Amatucci. Motion carried 6-0.

RESOLUTION #2026-15

Motion to approve Resolution No. 2026-15 for the intermunicipal liquor license transfer of license R-18575 to Sandsprings Steak and Brew, LLC for use at 810-812 Ligonier Street and 310 Main Street. Mr. Hauser made the motion seconded by Mr. Leach. Vote 6-0.

MOTION

Motion to accept the resignation of Police Officer Zachary Vernail effective July 31, 2026. Mr. Hauser made the motion seconded by Ms. Rivera. Motion carried 6-0.

MOTION

Motion to approve the hiring of Jonathan Bradford as a fulltime Police Officer. Ms. Rivera made the motion seconded by Mrs. Amatucci. Motion carried 6-0.

MOTION

Motion to accept the resignation of Lee Caruso as a full-time Duty Driver effective August 1, 2026, and hire Mr. Caruso as a part time Relief Driver with an hourly rate of $17 per hour. Ms. Vavick made the motion seconded by Mr. Hauser. Motion carried 6-0.

Mrs. Trout mentioned that Mr. Caruso has moved on to another employment opportunity but would like to remain with the fire department as a relief driver.

MOTION

Motion to hire Parker Foster as a fulltime Duty Driver contingent upon the successful completion of a background review. His rate per hour is $21. Ms. Vavick made the motion seconded by Mr. Hauser. Motion carried 6-0.

Chief Brasile reported that he interviewed several qualified applicants for the duty driver position and felt Mr. Foster was a good candidate. He's familiar with the area and fire equipment and he works for the Marguerite Voluteer Fire Department.

MOTION

Motion to approve a three-year contract for professional code enforcement and inspection services as required by the State Uniform Construction Code, subject to the city manager, the mayor and the solicitor for approval of the agreement. Mr. Hauser made the motion seconded by Mr. Leach. Motion carried 6-0.

Mrs. Trout explained that TKL, the City's current code enforcement provider, will no longer be providing services. She stated that she prepared a request for proposals and distributed it to several companies, receiving four proposals in response. Three companies were interviewed, and all presented impressive qualifications. After extensive discussion and review, the city is recommending selecting Allsafe from Indiana as the new code enforcement provider. Allsafe would be the least costly to our residents for house projects.

Mr. Mayro stated the companies interviewed were qualified and came with great reviews but felt Allsafe's fees were lower.

Mrs. Amatucci thanked everyone involved for their efforts in researching and selecting a new code enforcement provider.

MOTION

Motion to enter into an agreement for Greater Latrobe Parks and Recreation for use of a city dump truck as the need arises and if one is available until December 31, 2026, provided proper insurance for the arrangement is in place. Mrs. Amatucci made the motion seconded by Ms. Rivera. Motion carried 6-0.

Mrs. Trout mentioned this would also be contingent upon reaching an agreement on a draft contract that could be reviewed and approved by the solicitor, the city manager, and the mayor.

Ms. Vavick felt the process of agreeing and approving of a contract in city government is a timely process and wanted to know why this agreement cannot be open-ended with no expiration date.

Mrs. Trout stated that the contract could be open-ended when an arrangement is reached and if there's a dump truck available.

Mr. Hauser suggested making the date further in 2027.

Mr. Demosky suggested amending the motion, removing the date of December 31, 2026, and consider renewing the agreement annually, at the Reorganization Meeting. He stated it is illegal to have an open-ended agreement, and an insurance carrier will need to be provided.

Ms. Vavick made a motion to amend the motion by removing December 31, 2026, and to be reviewed annually at The City of Latrobe's Re-Organization Meeting, seconded by Mr. Leach. Motion carried 6-0.

Mrs. Amatucci asked whether an agreement would be developed outlining the charges and other related terms.

Mr. Demosky confirmed that an agreement would be prepared and that he would draft it. The city manager and mayor would need to agree on it.

MOTION

Motion to accept the street paving bid from Derry Construction Co, Inc. in the amount of $84,381.40 as the base bid and Alternate 2 for paving Sloan Avenue for $38,620.80 for a total bid of $123,002.20 and not approving Alternate 1 of $24,575. The paving budget is $120,000 from the Capital Fund. Ms. Rivera made the motion seconded by Ms. Vavick. Motion carried 6-0.

Mrs. Trout stated 4 bids were submitted from Derry Construction, Morgan Excavating, El Grande Industries and Petrakis Contracting, and she recommended Derry Construction.

MOTION

Motion to approve the bid received from Lutterman Excavating from Greensburg PA for the demolition of 319 Main Street in the amount of $89,900. Two bids were received for the project and Lutterman Excavating was the low bid.

Mrs. Trout explained that Gibson Thomas Engineering did go through the bids that were received and Mr. Wajdic did a walk through the building with any potential bidder. A grant was written in conjunction with Latrobe Foundation to get funding for the demolition. The LSA Grant of $75,000 was received and Latrobe Foundation wrote another grant that should cover the remainder of the costs.

Ms. Vavick wanted to confirm that this was the former Olympic Theater.

Mrs. Trout confirmed it was and next door to Pat's Hair Salon.

Ms. Vavick asked when the demolition work is expected to begin.

Mrs. Trout explained that the contractors would need to have their bid bonds in place before proceeding and that demolition would not begin until after September 25, 2026. Mrs. Trout also recognized City Clerk Leanne Gessler for writing the grant application and expressed appreciation for her efforts.

CITIZENS REQUEST:
None.

The Special Meeting of the Council adjourned at 7:12 P.M. with a motion by Mrs. Amatucci seconded by Ms. Rivera. All in favor. Motion carried 6-0.

Respectfully submitted,

Janina Hall

Janina Hall, Council Secretary