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## **LATROBE CITY COUNCIL MEETING**

### **Public Hearing**

**May 13, 2024      6:30 PM**

### **Call To Order**

### **Pledge of Allegiance & Moment of Silence**

### **Citizens Public Comment.**

Ordinance to vacate a portion of an alley known as Village Way in the City of Latrobe for Adelphoi USA Inc. development. Attachment A map.

Ordinance for the City of Latrobe to accept the dedication of a portion of the alley known as Village Way in the City of Latrobe. Attachment B map.

Citizens public comment.

Adjournment

# LATROBE CITY COUNCIL AGENDA

May 13, 2024 | 6:30 PM

Municipal Building, Council Chambers

1. Call to Order (Follow Public Hearing Agenda Opening)
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call / **Public Hearing/ Adelphoi Ordinances. (Hearing Agenda)**
5. Approval of Minutes from April 8, 2024, Regular meeting. & April 22<sup>nd</sup> Special Meeting.
6. Approval of Fiscal Department Reports.
7. Citizen's Request related to Agenda Items.
8. Committee Reports:
  - a. Public Safety & Fire Committee – Kelley, Vavick
  - b. Finance Committee – Bartels, Jenko, Kelley
  - c. Public Works Committee – DiVittis, Vavick
  - d. Personnel Committee – Bartels, Jenko
  - e. Renovation Committee- Amatucci, Yuhaniak, Jenko
  - f. Events Committee – Amatucci, Yuhaniak, Vavick / Night Market Proposal
  - g. GLSD Student Showcase Committee – Bartels, DiVittis
9. Board/Authority Reports:
10. Department Reports
  - a. Police-
  - b. Public Works –
  - c. Fire –
  - d. Code Enforcement:
- A. **Public Works / Personnel:**
  1. Motion to approve HVAC proposal for Municipal Building.
  2. Ordinance to amend Chapter 319 Solid Waste Fees.
  3. Ordinance to amend Chapter 327 for Street Openings and Curb Custs.
  4. Motion to approve Avenue "D" Traffic Signal Replacement. (Bid Tabulation)
- B. **ADMINISTRATION AND FINANCE DEPARTMENT:**
  1. Ordinance to vacate a portion of an alley known as Village Way in the City of Latrobe for Adelphoi USA Inc. development.
  2. Ordinance for the City of Latrobe to accept the dedication of a portion of Village Way for Adelphoi USA, Inc. development.
  3. Resolution for Ballistic Vest Partnership Grant for Police Dept.
  4. Motion to approve Adelphoi LDP for Gymnasium Expansion Project.
  5. Motion to approve Solandro minor subdivision at E. 2<sup>nd</sup> Ave. and Penn St.
  6. Resolution to approve credit card for Police Chief and authorizing City Manager to administer the credit card approved users.
- D. **New / Unfinished Business:**
- E. Solicitors Report:
- F. Citizens Requests (open forum)
- G. City Manager's Verbal:
- H. Mayor's Report:
- I. Adjournment.

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Eric Bartels, Mayor

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Terry Carcella, City Manager

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Citizens public comment.

Adjournment

A  
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**Option #1 - HVAC upgrade (City Building) and LED lighting upgrade (Transfer Station & Parking Garage)**

Project Scope and financial summary:

City Building HVAC Replacement	\$525,850.00
LED Lighting (Transfer Station & Parking Garage)	\$92,210.00
First Energy Rebate	\$142,751.00
Latrobe Grant & CAPEX Contribution	\$179,000.00

Total Estimate Net Cost to City of Latrobe \$296,309.00

Estimate EME payment (60 month term @ 6%) \$5,728.00 per month

**Option #2 - HVAC upgrade (City Building) Only**

Project Scope and financial summary:

City Building HVAC Replacement	\$525,850.00
LED Lighting (Transfer Station & Parking Garage)	\$0.00
First Energy Rebate	\$44,876.00
Latrobe Grant & CAPEX Contribution	\$179,000.00

Total Estimate Net Cost to City of Latrobe \$301,974.00

Estimate EME payment (60 month term @ 6%) \$5,838.00 per month

# BID TABULATION

CITY OF LATROBE  
LIGONIER STREET/AVENUE D TRAFFIC SIGNAL UPGRADE - CONTRACT 2/2024

Gibson-Thomas Engineering Co., Inc.  
P.O. Box 853  
Latrobe PA 15650

Bid Opening Date: May 6, 2024

	Quantity	1		2		3		4	
		Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
		Traffic Control & Engineering Co. 979 SR 917 Bentleyville PA 15314		Bronder Technical Services, Inc. 990 West Old Route 422 Prospect PA 16052		Bruce Merriees Electric Company 930 Cass Street New Castle PA 16101		TSB Inc. dba Schultheis Electric P. O. Box 798 Latrobe PA 15650	
* 24" WHITE HOT THERMOPLASTIC PAVEMENT MARKING	233 LF	\$ 20.00	\$ 4,660.00	\$ 20.60	\$ 4,799.80	\$ 25.00	\$ 5,825.00	\$ 27.00	\$ 6,291.00
* 0963-0001 PAVEMENT MARKING REMOVAL	266 SF	\$ 10.00	\$ 2,660.00	\$ 10.30	\$ 2,739.80	\$ 3.00	\$ 798.00	\$ 13.50	\$ 3,591.00
* 9000-0001 EXPLORATORY EXCAVATION FOR UTILITIES	10,000 EACH	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00
* 9000-0002 ADA CURB RAMP DESIGN	4 EACH	\$ 2,500.00	\$ 10,000.00	\$ 1,287.50	\$ 5,150.00	\$ 2,500.00	\$ 10,000.00	\$ 3,900.00	\$ 15,600.00
* 9000-0003 ADA CURB RAMP CONSTRUCTION	4 EACH	\$ 11,000.00	\$ 44,000.00	\$ 10,459.72	\$ 41,838.88	\$ 11,000.00	\$ 44,000.00	\$ 17,500.00	\$ 70,000.00
TOTAL BID		\$ 366,714.15		\$ 378,114.45		\$ 384,817.50		\$ 635,568.50	

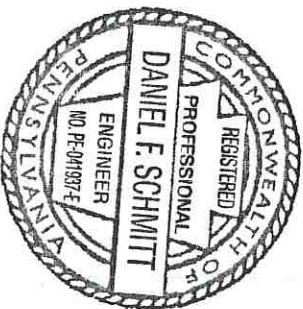
I do hereby certify that this Bid Tabulation is a complete and

current summary of all bid received

*Daniel F. Schmitt*

Daniel F. Schmitt, P.E.

#041937



**ORDINANCE NO. 2023-\_\_\_\_\_**

**AN ORDINANCE TO AUTHORIZE THE VACATING OF AN  
ALLEY ADJACENT TO LLOYD AVENUE WITH AN ENTRANCE  
FROM VILLAGE WAY LOCATED IN THE CITY OF LATROBE,  
PENNSYLVANIA**

WHEREAS, Adelphoi USA, Inc. has requested that the alley leading from Lloyd Avenue to Village Way that is owned by Adelphoi USA, Inc. be vacated by the City of Latrobe; and,

WHEREAS, said alley is surrounded by real property owned by Adelphoi USA, Inc. and Dunlap Real Estate Holdings LLC and is not used by the general public and said alley served as a means of ingress and egress to the aforementioned property owners with businesses located at 535 Lloyd Avenue, Latrobe, Pennsylvania 15650; and,

WHEREAS, a survey of the alley to be vacated and the surrounding properties is identified on the plan attached hereto and marked Exhibit "A".

NOW, THEREFORE, be it enacted and ordained by the Council of the City of Latrobe, and the City of Latrobe hereby ordains as follows:

SECTION 1. The alley leading from Lloyd Avenue to Village Way (owned by Adelphoi USA, Inc.) appearing on the survey attached hereto as Exhibit "A" is hereby vacated.

SECTION 2. The appropriate city officers are hereby authorized and directed to take all actions necessary in order to carry into effect the above terms of this Ordinance.

SECTION 3. That the within Ordinance shall take effect on the date of publication of the post-enactment notice of passage of the same.

ENACTED AND ORDAINED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

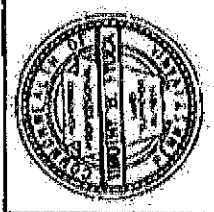
ATTEST:

COUNCIL OF THE CITY OF  
LATROBE

By:

\_\_\_\_\_  
Karen Meholic  
Secretary

\_\_\_\_\_  
Eric Bartels  
Mayor



**ORDINANCE NO. 2023-\_\_\_\_\_**

**AN ORDINANCE APPROVING TRANSFER AND DEDICATION  
OF VILLAGE WAY ALLEY TO CITY OF LATROBE BY  
ADELPHOI USA, INC.**

WHEREAS, Adelphoi USA, Inc. has approached the City of Latrobe and proposed to transfer and dedicate a segment of Village Way to the City of Latrobe; and,

WHEREAS, this conveyance will provide emergency vehicle access to the education complex owned by Adelphoi USA, Inc. and a commercial building owned by Dunlap Real Estate Holdings LLC; and,

WHEREAS, Adelphoi USA, Inc. has agreed to enter a covenant with the City of Latrobe agreeing to pay all costs associated with this transaction and maintain, in perpetuity, Village Way in compliance with all City of Latrobe specifications and indemnify the City of Latrobe.

NOW, THEREFORE, be it enacted and ordained by the Council of the City of Latrobe, and the City of Latrobe hereby ordains as follows:

SECTION 1. That the dedication and conveyance of Village Way by Adelphoi USA, Inc. is approved subject to the conditions listed above, which are incorporated herein with the covenant to be recorded with the Westmoreland County Recorder of Deeds office after approval by the City Manager and City Solicitor.

SECTION 2. That the Mayor, City Manager and/or Secretary of the City of Latrobe and any other proper city officer may be and are each hereby authorized and directed to execute any documents required to carry into effect this Ordinance and the covenant approved herein.

ENACTED AND ORDAINED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

ATTEST:

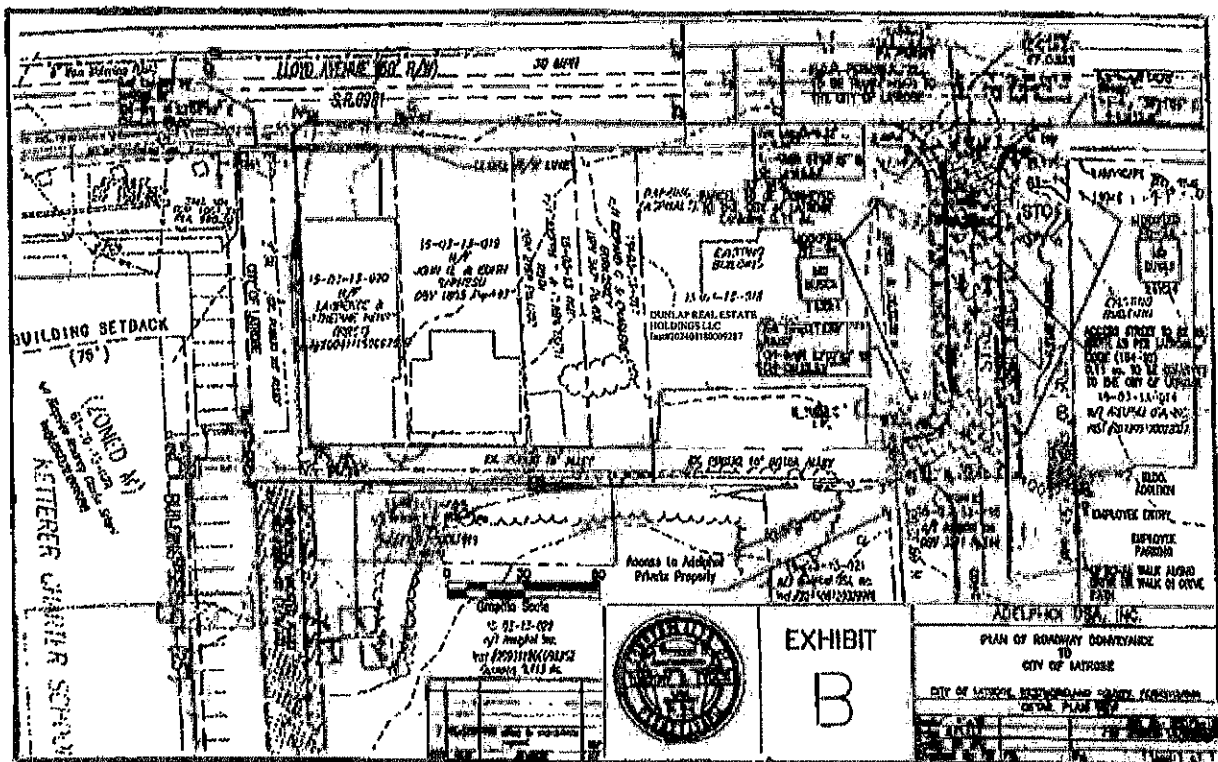
COUNCIL OF THE CITY OF  
LATROBE

By: \_\_\_\_\_

\_\_\_\_\_  
Karen Meholic  
Secretary

\_\_\_\_\_  
Eric Bartels  
Mayor





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# BID TABULATION

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LIGONIER STREET/AVENUE D TRAFFIC SIGNAL UPGRADE - CONTRACT 2/2024

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P.O. Box 853  
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Bid Opening Date: May 6, 2024

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	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
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*	EXPLORATORY EXCAVATION FOR UTILITIES 9000-0001	10,000 EACH	\$ 10,000.00 \$ 10,000.00	\$ 10,000.00 \$ 10,000.00	\$ 1.00 \$ 10,000.00	\$ 1.00 \$ 10,000.00			
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TOTAL BID			\$ 366,714.15		\$ 378,114.45		\$ 384,817.50		\$ 635,568.50

I do hereby certify that this Bid Tabulation is a complete and current summary of all bid received

*Daniel F. Schmitt*

Daniel F. Schmitt, P.E. #041937



# City of Latrobe

Planning and Development

901 Jefferson Street

P.O. Box 829

Latrobe, Pennsylvania 15650

412 / 537-3580

FAX 412 / 537-4802

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## APPENDIX C APPLICATION FOR FINAL PLAN APPROVAL

1. Name of Subdivisor Ricardo Salandro
2. Name of owner(s) of property Ricardo Salandro  
Address 151 Greenwich St New Alexandria PA 15670 Telephone (724) 493-9779  
County Deed Book No. 023 Page No. 28045  
County Tax Map No. 15-03-02 Parcel No.(s) 166
3. Name of developer if different from owner \_\_\_\_\_  
Address \_\_\_\_\_ Telephone ( ) \_\_\_\_\_
4. Name of Professional Registered Engineer Annur J. Kramel - PLS  
Address 708 Lincoln Ave Lat PA 15650 Telephone (724) 539-8836  
State Registration License No. SU-42301-E
5. Total Acreage 0.44 AC Acreage to be developed 0.4419 AC  
No. Of Lots 2  
Money order, cashier's check or certified check in the amount of \$ 50.00
6. Type of development planned:
  - Residential ✓
  - Commercial \_\_\_\_\_
  - Industrial \_\_\_\_\_
  - Other (Specify) \_\_\_\_\_
7. Type of approved water system installed or to be installed N/A
8. Type of approved sanitary sewer system installed or to be installed N/A

**The undersigned further agrees that within sixty (60) days from the date of approval of this subdivision by the governing body of the municipality that the Final Plan and Restrictive Covenants will be recorded with the County Recorder of Deeds or that said Commission approval shall become null and void.**

3/26/24  
Date

Agent  
Signature of Owner(s)

**TO BE FILLED IN BY COMMISSION:**

1. Date application received 3/26/2024  
(Date)  
\$ 50.00 CHECK 6656  
(Fee)
2. Date reviewed by Commission 5/6/2024
3. Date of Commission action:  
X Approved  
Disapproved
4. Reason for Disapproval: \_\_\_\_\_
5. Signed by .....  
Kathleen R. Kelly  
Chairman

**ATTEST:**

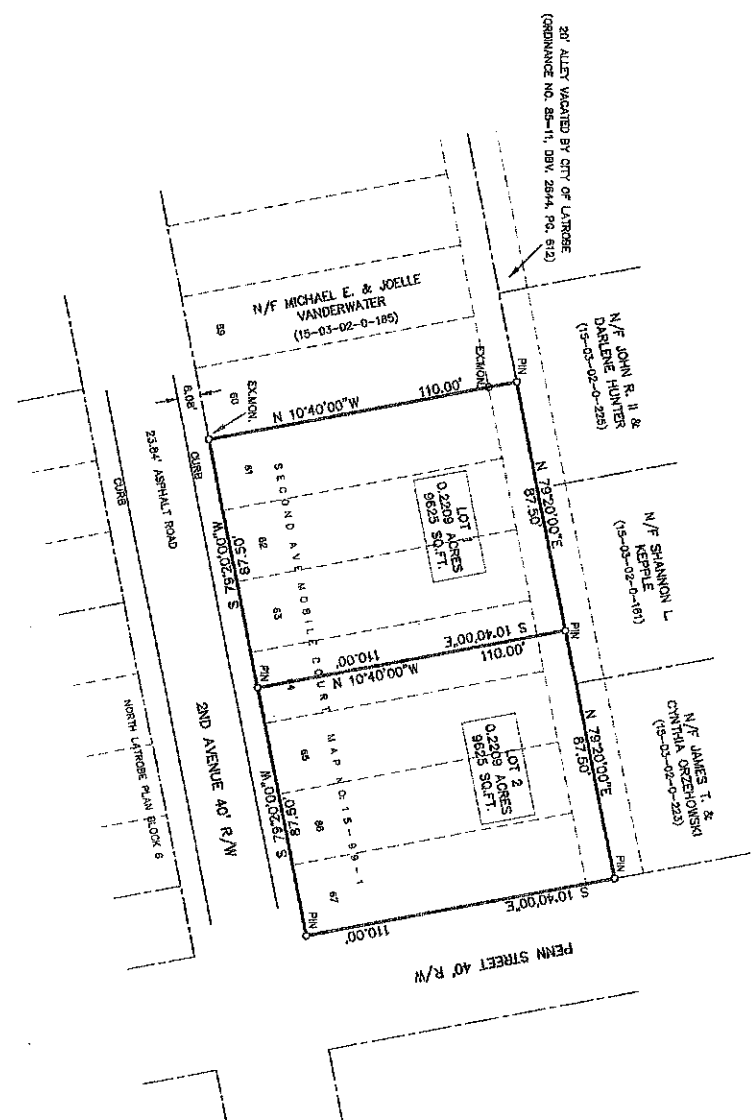
Secretary  
Secretary

PLAN DATA  
OWNER: RICARDO SALANDRO  
ADDRESS: 151 GREENWALT STREET  
PHILADELPHIA, PA 19107  
TELEPHONE: N/A  
TAX MAP NUMBER: 15-03-02-0-188  
SOURCE OF TITLE: RESNOIS 2023030028046  
NUMBER OF PAGES: 2  
TOTAL AREA: 0.449 ACRES  
UTILITIES AVAILABLE: ALL

PURPOSE:  
BEING LOTS 61, 62, 63, 64, 65, 66, & 67  
NORTH LATROBE PLAN OF LOTS, BLOCK 6  
PLAN BOOK VOLUME 1, PAGE 6A

PURPOSE:  
THE PURPOSE OF THIS SUBDIVISION PLAN IS TO CREATE TWO NEW LOTS  
FROM THE LANDS OF RICARDO SALANDRO (15-03-02-0-188)

LOCATION MAP  
SCALE: 1"=150'



- PLANNING COMMISSION
- COUNCIL
- PLANNING DEPARTMENT
- SURVEYOR
- RECORD OF DEEDS



WE, THE UNDERSIGNED, RICARDO SALANDRO, OWNERS OF THE REAL ESTATE SHOWN AND DESCRIBED HEREIN DO HEREBY CERTIFY THAT THE PLAT LOTS OFF, PLATTED AND SUBDIVIDED AND HEREBY LAY OUT, PLAT AND SUBDIVISION CAN BE CREATED IN ACCORDANCE WITH THE WITHIN PLAT. THIS SUBDIVISION SHALL BE KNOWN AND DESIGNATED AS THE RICARDO SALANDRO SUBDIVISION.

BUILDING SETBACK LINES ARE HEREBY ESTABLISHED AS SHOWN ON THIS PLAT BETWEEN WHICH LINES AND THE PROPERTY LINES OF THE STREET, THERE SHALL BE ERECTED OR MAINTAINED NO BUILDING OR STRUCTURE.

WITNESS OUR HANDS AND SEALS THIS \_\_\_\_ DAY OF \_\_\_\_ 20\_\_

OWNER: \_\_\_\_\_ OWNER: \_\_\_\_\_

COMMISSIONER OF PENNSYLVANIA COUNTY OF WESTMORELAND  
ON THIS \_\_\_\_ DAY OF \_\_\_\_ 20\_\_ BEFORE ME, \_\_\_\_\_  
THE UNDERSIGNED OFFICER, PERSONALLY KNEW \_\_\_\_\_  
KNOWN TO ME (OR SUBPOENED, PROMISED) TO BE THE PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED THE SAME FOR THE PURPOSE HEREIN CONTAINED.

NOTARY PUBLIC  
APPROVED BY THE CITY OF LATROBE PLANNING COMMISSION, WESTMORELAND COUNTY  
PENNSYLVANIA, ON THIS \_\_\_\_ DAY OF \_\_\_\_ 20\_\_

SECRETARY: \_\_\_\_\_ CHAIRMAN: \_\_\_\_\_  
APPROVED BY THE CITY OF LATROBE COUNCIL, WESTMORELAND COUNTY  
PENNSYLVANIA, ON THIS \_\_\_\_ DAY OF \_\_\_\_ 20\_\_

SECRETARY: \_\_\_\_\_ CHAIRMAN: \_\_\_\_\_  
REVIEWED BY THE WESTMORELAND COUNTY DEPARTMENT OF PLANNING AND DEVELOPMENT  
ON THIS \_\_\_\_ DAY OF \_\_\_\_ 20\_\_

PLANNING DIRECTOR: \_\_\_\_\_  
I, ARTHUR J. KRONEL, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN CONFORMANCE WITH THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA AND THAT THIS PLAT CORRECTLY REPRESENTS A SURVEY MADE BY ME ON MARCH 14, 2024

ARTHUR J. KRONEL, PLS REG. NO. 31-4207-E  
RECORDED IN THE RECORDER'S OFFICE FOR THE RECORDING OF DEEDS, PLANS, ETC.,  
IN SAID WESTMORELAND COUNTY IN INSTRUMENT NUMBER \_\_\_\_ 20\_\_  
ON THIS \_\_\_\_ DAY OF \_\_\_\_ 20\_\_

RECORDER OF DEEDS: \_\_\_\_\_

RICARDO SALANDRO SUBDIVISION	
CITY OF LATROBE WESTMORELAND COUNTY, PA	
SCALE: 1"=30'	
MARCH 2024	
ARTHUR J. KRONEL, PLS. 708 LINCOLN AVENUE LATROBE, PA 15650 724-559-8939	FILE NO. 53-1543 SIS NO. 24-12 CORP. FILE SALANDROS



**Westmoreland County Department of Planning & Development**

40 N Pennsylvania Ave  
Fifth floor, Suite 520  
Greensburg, PA 15601  
Phone: 724-830-3600  
Fax: 724-830-3611

To: Dan Weimer, Code Enforcement/Zoning Officer, City of Latrobe

From: Westmoreland County Department of Planning & Development

Re: Ricardo Salandro Subdivision -- minor subdivision

Comments: Yes \_\_\_\_\_ No X \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of person who viewed plan: \_\_\_\_\_

*Victoria Baur*

Victoria Baur

Planner II

(724) 830-3603

[vbaur@co.westmoreland.pa.us](mailto:vbaur@co.westmoreland.pa.us)

Date: 4/9/24

Resolution No. 2024-

**AUTHORIZING THE CITY MANAGER TO SIGN  
GRANT DOCUMENTS RELATIVE TO THE \$2,400 BALLISTIC VEST PARTNERSHIP  
(BVP) GRANT FOR THE PURCHASE OF NEW BULLET-PROOF VESTS**

NOW, THEREFORE, BE IT RESOLVED by Council of the City of Latrobe, in regular meeting assembled and by authority of the same:

SECTION 1. That the Council of the City of Latrobe authorizes and directs the Manager of the City of Latrobe to sign the grant document(s) relative to the \$2,400 BVP grant for the purchase of bullet-proof vests.

SECTION 2. The City Manager and/or Secretary of the City of Latrobe be and are hereby authorized and directed to sign any and all documents and take any and all action necessary to carry into effect this resolution.

RESOLVED IN COUNCIL this 13<sup>th</sup> day of May 2024.

Attest:

COUNCIL OF THE CITY OF LATROBE

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Karen Meholic, Secretary

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Eric Bartels, Mayor

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Resolution No. 2024-

**APPROVAL FOR FIRST COMMONWEALTH BANK TO ISSUE CREDIT CARD  
FOR CHIEF BOSCO**

NOW, THEREFORE, BE IT RESOLVED by Council of the City of Latrobe, in regular meeting assembled and by authority of the same:

SECTION 1. Police Chief Richard Bosco be issued a credit card from First Commonwealth Bank with an unassigned credit limit of \$5,000.00.

SECTION 2. The City Manager is authorized to make any changes to the credit card account with First Commonwealth Bank.

RESOLVED IN COUNCIL this 13<sup>th</sup> day of May 2024.

Attest:

COUNCIL OF THE CITY OF LATROBE

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Karen Meholic, Secretary

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Eric Bartels, Mayor