



901 Jefferson Street – Latrobe, Pa 15650  
(724) 537-4331 [www.latroberecreation.org](http://www.latroberecreation.org)

**Greater Latrobe Parks & Recreation Commission**  
**Meeting Minutes**  
**April 17, 2025**

The monthly meeting of the Greater Latrobe Parks & Recreation Commission was held on Thursday, April 17, 2025 at the Latrobe Municipal Building.

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

**Roll Call:**

**Present:**

Mrs. Bobbi Harr	Mr. John Urban	Mr. Joseph Koluder	Mr. Tom Long
Mr. Ed Poponick	Mr. Eric Bartels	Mr. Bruce Jones	Mrs. Patricia D. Fenton

**Also in attendance:**

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

Mr. Will Redinger

**Approval of Minutes:**

Mr. Bartels made a motion to approve the minutes as presented. Second, Mrs. Fenton. (Vote 8-0)

**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. Urban. (Vote 8-0)

A motion was made to accept the unpaid bills by Mr. Poponick. Second, Mr. Koluder. (Vote 8-0)

**Report of the Committees:**

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

Mr. Logan Short was hired for the Summer Seasonal Maintenance position.

Miss Carolina Walters was hired as a Tennis Instructor and substitute Day Camp Counselor.

Ms. Vavick is in the process of conducting interviews for summer seasonal help at the Rogers McFeely Memorial Pool, and Parks & Recreation office.

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

The Commission reviewed the monthly financial reports. Income is above expectations, and expenses are under budget at this time.

Mr. Shevchik will submit the Grant Development request for \$75,000-\$90,000 for the Splash Pad Project at the Rogers McFeely Memorial Pool.

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

We currently have 153 racers registered for the 25<sup>th</sup> Annual Rabbit Race 5K Run/Walk slated for April 19<sup>th</sup>. Mrs. Fenton will once again host the water station.

The Maintenance Department is battling terrible spring weather. Field conditions are very wet, and several large branches and sticks are down throughout the parks.

Mr. Shevchik is working with Tyler Gustafson to correct parking issues at the stadium and surrounding areas during large scale track events.

Mr. Shevchik met with members of the Latrobe Foundation to discuss wayfinding signage throughout the park. This is possible due to a generous grant by the Mellon Foundation.

Mr. Shevchik met with Becky Pellis and Kurt Thomas from the Greater Latrobe School District, and Mr. James Okonak of the McFeely Rogers and The Latrobe Foundation, to discuss the new eight lane track installation at the Latrobe Memorial Stadium.

Mr. Andy Matheny from the Latrobe Community Revitalization Program, is top dressing and re-seeding the grass area adjacent to the recently installed walkway near the Legion Keener/Memorial Stadium sign.

Mr. Shevchik recently conducted Playground Inspections. New swing chains were installed at First Ward Playground. Mr. Shevchik and Mr. Tom Schultheis from Unity Township plan to address settling issues with the ADA Merry-Go-Round at Bob Evancho Park.

The Latrobe Legion Baseball field is slated to be fixed by Raffle Construction. The Latrobe Foundation and the American Legion are donating funds to rehab the facility. A user agreement is also being developed for field usage at that location with the American Legion.

The Latrobe Foundation allocated \$9,000.00 to fund sealing and lining the Legion Keener Parking area, as well as the Latrobe Little League lot.

Mr. Dean Miller of FOLLD has approved funding for the purchase of a golf cart for the department. Mr. Shevchik and Mr. Scott Immel will select the golf cart at Area 31.

A No Dog campaign is being instituted in our parks in conjunction with the Latrobe Police and The Latrobe Foundation. Mr. Shevchik recommended looking at rules for Unity Township facilities as well.

Dek Hockey numbers are on the rise. The Commanders first session was full. Nearly 200 adults are participating in the 18+ League. The Corporal and Sergeant divisions each had 38 players. Great job by Mr. Sam Brink.

In-House Soccer, U6, U8, and My First Kick are all over expected in enrollment. Mr. Kevin Hook is doing a nice job with his spring programs.

Day Camp numbers are very strong this early in the season. There are already 25 campers registered for the entire season.

**Report of the Director:**

Mr. Shevchik and Ms. Vavick are attending Fred Day meetings.

Mr. Shevchik and Ms. Vavick are still meeting with Adams Memorial Library, and Latrobe Art Center to discuss a combined Cash Bash event benefiting all three organizations.

**New Business:**

Mr. Poponick reported the Drive Thru Easter Bunny Event scheduled on April 5<sup>th</sup> was a huge success. There were 270 participants.

Mr. Poponick presented a draft of the Hi Five "Fun"Raiser letter. This letter will be mailed to all Unity Township residents and businesses in an effort to close the funding gap.

Mr. Urban reported bids for the Junior High roof are being accepted.

Mrs. Fenton stated the Men's Volleyball Team is currently undefeated this season.

Clean-Up Days are being held in the City and Unity Township on 4/26/25.

Parks 101: Mr. Shevchik provided a list of Community & Special Events Greater Latrobe Parks & Recreation hosts or assists with throughout the year. This adds up to an additional 20 events on their calendar.

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

Mrs. Fenton made a motion to adjourn at 5:00 PM. Second, Mrs. Harr.

**THE NEXT MEETING WILL BE HELD AT 4:30 PM at THE UNITY TOWNSHIP MUNICIPAL BUILDING ON THURSDAY, May 15, 2025.**

**Respectfully submitted,**

*Dawn M Vavick*

**Dawn M. Vavick**

**Program/Aquatics Director**

Approved – Tom Long 5/15/25