



901 Jefferson Street – Latrobe, Pa 15650
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**Greater Latrobe Parks & Recreation Commission
Meeting Minutes
December 19, 2024**

The monthly meeting of the Greater Latrobe Parks & Recreation Commission was held on Thursday, December 19, 2024 at the Latrobe Municipal Building.

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

Roll Call:

Present:

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

Also in attendance:

Mr. Craig Shevchik	Mrs. Cynthia Smith	Mrs. Dawn Vavick	Mr. Scott Immel
Mr. Kevin Hood	Mr. Sam Brink		

Absent:

N/A

Approval of Minutes:

Mr. Jones made a motion to approve the minutes as presented. Second, Mrs. Harr. (Vote 9-0)

Executive Session:

The Commission met in Executive Session to discuss personnel matters. The group reconvened the meeting at 4:50 PM.

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, Mrs. Fenton. (Vote 9-0)

A motion was made to accept the unpaid bills by Mr. Poponick. Second, Mr. Mylant. (Vote 9-0)

Report of the Committees:

Personnel: (Mr. Long, Mrs. Fenton, Mr. Urban)

The full time seasonal maintenance employees have been laid off for the remainder of the year. They will return to work in early March.

Staff evaluations have been conducted and reviewed. Everyone did a great job, and worked well together as a team.

Mr. Bartels made a motion to permit full time employees with 20 years of service to turn in one week vacation for 100% of their salary. All requests must be submitted by March 1st to be considered. Second, Mr. Mylant. (Vote 9-0)

A roll call vote was taken, here are the results:

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

The Commission completed the Executive Director's evaluation. Mr. Long will tabulate the scores and review with Mr. Shevchik.

Finance: (Mr. Mylant, Mr. Koluder, Mr. Bartels)

The Commission reviewed the monthly financial reports. There was a significant increase in Turkey Trot revenue due to Mrs. Harr's efforts securing additional sponsorship money. There was also a significant increase in revenue due to interest generated via the PLIGIT account.

Mr. Koluder mentioned the need for generating funds to prevent the funding gap. Grants and allocations from the McKenna Foundation, Phillip McKenna Foundation and the McFeely Rogers Foundation have continuously helped fund our organization. The City of Latrobe has returned to the 2014 contribution, increasing their allocation to \$63,000.00. Unity Township has increased their allocation by the agreed upon 2.5%. Mr. Shevchik noted the cost/revenue of a funding mailing was not included in the 2025 budget.

Mr. Long made a motion to approve the 2025 budget as presented. Second, Mr. Koluder. (Vote 9-0)

A roll call vote was taken, here are the results:

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

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

Mr. Shevchik met with the Latrobe Foundation to discuss getting the Legion Baseball Field ready for spring. Mr. Shevchik is also hoping to meet with Scott Grandgeorge of the American Legion to facilitate a better working agreement with their organization. They currently pay \$400 per year as a user fee for the facility.

Mr. Shevchik is meeting with representatives from Latrobe Little League to discuss the 4/5 year old baseball programs. LLL would like to take the 4/5 year old baseball registrations under their umbrella to insure they are signed up through LLL.

Mr. Immel is cleaning the Maintenance Building and is planning a garage sale of used equipment in the spring.

Mr. Shevchik spoke with Winne Okello of DCNR. She conducted the first stage interview with him regarding the Splash Pad project at the Rogers McFeely Memorial Pool. She will send the contract over soon. The project should be completed for the beginning of the 2026 pool season.

Mr. Shevchik agreed to Mr. Urban teaching a scuba class at the Rogers McFeely Pool this summer.

The walking paths will be closed for the winter months with the exception of the circle around the Legion Keener ball fields. Signs will be posted.

Turkey Trot participation was great this year, despite the rainy weather. We had 1050 racers at the 30th annual event.

The Holly Jolly and Light Up Nights were well attended despite the cold weather.

Deck the Tree with Unity was successful once again. Three hundred treat bags were distributed by the Unity Township Supervisors and staff to the residents.

The Unity Township Supervisors hosted a Senior Luncheon for 220 local seniors at Giannilli's II. It was a lovely event with great food, a DJ, games, and prizes.

The Polar Plunge is slated for 1/4/25 at Keystone State Park. Mr. Shevchik and Mr. Brink will be leading this popular event.

Comedy Night is scheduled for 1/28/25 at Huber Hall. Tickets are \$25 per person. All Commission members are asked to participate in some way. Attendance, baskets, or other donations are appreciated.

Mr. Shevchik and Mrs. Smith met with Richard Cassidy of Kattan Ferretti Insurance. Mr. Cassidy recommended scheduling a sexual misconduct/harassment training. This adds a layer of protection for our employees as well as lowering insurance rates.

Report of the Director:

New Commission Members will be appointed to a three year term, beginning in 2025. Mrs. Fenton (GLSD), Mr. Will Redinger (Unity Twp) and Mr. Tom Long (Pending – City of Latrobe). Each will serve through 2027.

Mr. Jarod Trunzo of the Latrobe Community Revitalization Program presented Mr. Shevchik with an exact duplicate on the trolley used on the new entrance sign to Legion Keener. It is proudly displayed in the office.

Mr. Mylant announced his departure from the Commission. He thanked everyone for his time on the board and knows Mr. Redinger will be a fine addition to the group. Mr. Long thanked him for his service.

New Business:

The lawsuit filed by the woman who fell on the path in October of 2023 has been denied.

Greater Latrobe Parks & Recreation received a \$1200 grant from ATI for general operating funds.

The Commission will reorganize in February. Officers will be elected and committees will be assigned.

Mr. Long thanked all the Commission members for volunteering their services this year.

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

Mrs. Fenton made a motion to adjourn at 5:30 PM. Second, Mr. Mylant.

**THE NEXT MEETING WILL BE HELD AT 4:30 PM at THE UNITY TOWNSHIP MUNICIPAL BUILDING
ON THURSDAY, January 16, 2025.**

Respectfully submitted,

Dawn M Varick

Dawn M. Vavick

Program/Aquatics Director

Approved by Thomas Long -- 1/16/25