

# LATROBE CITY COUNCIL MEETING AGENDA

April 13, 2026 6:30 PM

Municipal Building, Council Chambers

1. Call to Order
  2. Pledge of Allegiance
  3. Moment of Silence
  4. Roll Call / Open Meeting
  5. Approval of Minutes for the March 9, 2026 Regular Council Meeting
  6. Presentation and Review of Bills and Approval of Fiscal Reports
  7. Announcement of Spring Community Clean Up on Saturday, April 25, 2026 from 8 am to 1pm
  8. Citizen's Request related to Agenda Items (Public Comment) - Full name and address must be provided and time is limited to 5 minutes
  9. Committee Reports:
    - a. Public Safety & Fire Committee - Vavick, Amatucci, Rivera
    - b. Finance Committee – Bartels, Jenko, Hauser
    - c. Public Works Committee – Vavick, Rivera, Hauser
    - d. Personnel Committee – Bartels, Jenko, Amatucci
    - e. Strategic Planning Committee - Amatucci, Jenko, Leach
    - f. Events Committee – Amatucci, Vavick, Leach
    - g. GLSD Student Showcase Committee – Bartels, Vavick, Rivera
  10. Board/Authority Reports
  11. Department Reports:
    - a. Police
    - b. Public Works
    - c. Finance
    - d. Fire
    - e. Code Enforcement
- A. Public Works and Personnel:
1. Motion to approve Jaden Rubright as a municipal intern for \$15 per hour to work for 12 weeks for 40 hours per week. The City of Latrobe was approved for participation in the Local Government Academy (LGA) Intern Program whereby the LGA pays \$11 per hour for the municipal intern. Staff interviewed several candidates for the intern position and recommended the hiring of Jaden. He will work on our blight program and code initiatives working closely with Josh Mayro and Andy Matheny.
  2. Motion to approve the hiring of \_\_\_\_\_ as the City of Latrobe Assistant Manager/ Assistant Finance Director at a salary of \$80,000 upon successful completion of background investigation and execution of employment agreement.
  3. Motion to approve an agreement with a city employee to pay for healthcare deduction through biweekly pay for 39 pays to reimburse the city for deductions not previously withheld. This payment complies with the AFSCME collective bargaining agreement.
  4. Motion to accept the resignation of AFSCME employee Nancy McCune who served in the Cleaning, Maintenance and Weighmaster position, effective April 7, 2026.

## B. Administration and Finance:

1. Motion to approve Ordinance 2026-4 which is the fee ordinance to add the commercial recycling rates/fees. The City, via our new Sanitation and Recycling program which began on January 1, 2026, needs to establish commercial recycling rates. There are approximately 300 local businesses in our community which are subject to the recycling rates for mandatory recycling pick-up which will occur via our contracted hauler, Noble Environmental. Additionally, we need to add a fee for handicapped permit parking spaces of \$50 per space to the fee ordinance. This fee is paid when a resident requests a handicapped parking space sign and fee covers the cost of the signage.
2. Motion to introduce Ordinance 2026-5 which amends city Code Chapter 256 titled Vehicles and Traffic to delete, add and change sections of the code for metered parking, permit parking, traffic signals, stop intersections, parking prohibited, downtown parking system and handicapped parking. The changes clean up old language and the realignment of the traffic lanes on Main Street through the downtown area.
3. Motion to introduce the Ordinance 2026-6 which amends section 166-30-1 which adds Section 1(A) through (F) concerning the placement and permitting of fences for residential, commercial and industrial use. The ordinance also defines the word fence in section 166-88.
4. Motion to introduce an ordinance to add section 319-5 (F) to Chapter 319 titled Solid Waste of the City Code for placement of waste containers prior to and after designated pick up times. Waste containers must be removed from the curbside by 9:00 p.m. on the day of collection. They should be placed in the evening prior or morning of pick up. This is to deter containers from remaining at curbside for extended periods of time.
5. Motion to approve a contract with CEA to add a third-party professional to assist with code compliance inspections and related services on an as needed basis.
6. Motion to approve an extension of the agreement with the Westmoreland County Housing Authority to provide police services for the Latrobe Manor for an additional year through May 2027 not to exceed a cost of \$20,000.
7. Motion to approve the designation of Susan Trout as the legislative liaison for the City of Latrobe and the Pennsylvania Municipal League (PML) to be involved in the legislative process and act when called upon to support lobbying efforts for legislation that benefits our municipality.
8. Motion to enter a lease program to purchase police vehicles on rotation with purchasing two vehicles with the first payment to occur in 2027.
9. Motion to approve a subdivision for Scott and Pamela Kroh at 816 Spring Street for lots 15-03-07-0-206 and 15-03-07-0-207 for a lot consolidation. The Planning Commission recommends approval and the Westmoreland County Department of Planning and Development made no comments on the plan consolidation.

## C. New / Unfinished Business

New Business:

### D. Solicitor's Report

- E. Citizens Requests (open forum) Please provide your full name and address, and time is limited to 5 minutes
- F. City Manager's Report
- G. Mayor's Report
- H. Adjournment

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Eric Bartels, Mayor

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Susan Trout, City Manager