

LATROBE CITY COUNCIL MEETING AGENDA

October 14, 2025 6:30 PM

Municipal Building, Council Chambers

1. Call to Order
 2. Pledge of Allegiance
 3. Moment of Silence
 4. Roll Call / Open
 5. Approval of Minutes for the September 8, 2025 Regular Meeting and the September 22, 2025 Special Council Voting Meeting
 6. Presentation and Approval of Bills
 7. Citizen's Request related to Agenda Items (Public Comment) - Full name and address must be provided and time is limited to 5 minutes
 8. Committee Reports:
 - a. Public Safety & Fire Committee – Kelley, Vavick, Amatucci
 - b. Finance Committee – Bartels, Jenko, Kelley
 - c. Public Works Committee – DiVittis, Vavick, Rivera
 - d. Personnel Committee – Bartels, Jenko, Amatucci
 - e. Strategic Planning Committee - Amatucci, Rivera, Jenko
 - f. Events Committee – Amatucci, Rivera, Vavick
 - g. GLSD Student Showcase Committee – Bartels, DiVittis, Vavick
 9. Board/Authority Reports
 10. Department Reports:
 - a. Police
 - b. Public Works
 - c. Finance
 - d. Fire
 - e. Code Enforcement
- A. Public Works and Personnel:
1. Motion to approve the hiring a City of Latrobe Police Officer.
 2. Motion to approve a Chief of Operations to assist the City Manager during transition until December 31, 2025 at no additional cost to the city.
 3. Motion to approve conditional hirings of three full time public works employees for the ramp up of our in-house sanitation collection.
- B. Administration and Finance:
1. Motion to approve the agreement for third party administrative services with M2B Retirement Consulting, LLC for the new 457 plan with Edward Jones. They will prepare the initial plan document for \$500 and then provide annual administrative services including preparation the Form 5500 IRS filing and associated monitoring of the plan to meet IRS rules for \$500. They will also prepare annual benefit statements and a summary annual report.
 2. Motion to enter into an agreement to purchase the CODEENFORCE software program from the Turtle Creek Valley Council of Governments (TCVCOG). This program will assist with efficient property maintenance and code enforcement efforts. The cost for 2025 would be \$3,000 (prorated based on the

month we implement the software) and then would be annual cost of \$3,000 for 2026, \$4,000 for 2027 and \$5,000 for 2028.

3. Motion to approve Halloween Trick or Treat on October 25, 2025 from 4pm to 6pm.
4. Motion to approve the Christmas parking for on-street parking meters for the last two weeks of December.
5. Motion to adopt Resolution _____ to apply for a Local Share Account Category 4 Facilities Program Grant for the demolition of a blighted property at 319 Main Street and the construction of a green space downtown. This is a combined application with our partner the Latrobe Foundation. A Resolution for this initiative was approved last month. However, upon review, the grant evaluator requested that the total grant amount of **\$216,150** be explicitly included in the Resolution. This revised Resolution incorporates that requested amendment.

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

Eric Bartels, Mayor

Susan Trout, City Manager