

**LATROBE CITY COUNCIL**  
**TUESDAY, NOVEMBER 13, 2018**  
**LATROBE, PENNSYLVANIA**

Mayor Wolford called to order the Regular Monthly Meeting of Latrobe City Council at 6:30 P.M.

Mayor Wolford asked all to rise for the Pledge of Allegiance.

Mayor Wolford asked all for a moment of silence.

The City Secretary read Roll Call:

Deputy Mayor Gerald Baldonieri – present

Eric Bartels – present

Robert Forish – present

Jim Kelley – present

John Murtha – absent

Christine Weller – absent

Mayor Rosemarie Wolford – present

Also present were the following: Zachary Kansler, Solicitor; Michael Gray, Director of Public Works; Ann Powell, Zoning/Code Enforcement Officer; John Sleasman, Chief of Police; and John Brasile, Fire Chief.

Mr. Baldonieri moved to adopt the October 9, 2018 minutes, second by Mr. Bartels. Vote 5-0.

**BILLS PRESENTED FOR PAYMENT**

Total Expenses	\$202,062.93
Total Payroll	<u>181,198.88</u>
GRAND TOTAL	\$383,261.81

**REPORTS OF CITY OFFICERS FROM OCTOBER 2018**

**Treasurer's Report**

See attachment "A"

**Police Report**

See attachment “B”

**Public Works Report**

See attachment “C”

**Fire Report**

See attachment “D”

**Code Report**

See attachment “E”

**Tax Collector’s Report**

See attachment “F”

Mr. Kelley moved to approve the reports and bills presented for payment, second by Mr. Forish. Vote 5-0.

**CITIZENS’ REQUESTS (related to agenda)**

David Bolen, 116 Avenue D

- 1) Mr. Bolen stated he lives in the middle (mid-block) of Avenue D between the intersections of Watkins Avenue and Laveen Street. While the intersections are well lit, the section in the middle is not which has become a safety issue. He requested a street light be installed mid-block between Watkins and Laveen. Mike Gray advised the City could contact West Penn Power with this request.

**COMMITTEE REPORTS**

Finance Committee – Kelley, Wolford

Mayor Wolford and Jim Kelley will review the budget that was distributed to all Council members.

Public Safety and Fire Committee – Forish, Kelley

Mr. Forish suggested an ad in the paper reminding residents of winter weather safety measures.

Public Works Committee – Baldonieri, Bartels

No report.

Personnel Committee – Baldonieri, Wolford

Chief Slesman reported that police officer applications will be accepted until November 30<sup>th</sup>, 2018, with the physical agility test to be held on December 8<sup>th</sup>, 2018 and the Civil Service written examination to be given on December 15<sup>th</sup>, 2018.

Events Committee – Weller

No report.

GLSD Student Showcase Committee – Bartels, Murtha

Mayor Wolford stated the student recognition was rescheduled for the December 10<sup>th</sup> Council meeting.

## **BOARD/AUTHORITY REPORTS**

Latrobe Municipal Authority – No report.

Library Board – Eric Bartels reported the Library's Fall fundraiser was held over the weekend, and was very well attended. Deputy Mayor Baldonieri reminded all of the Turkey Trot to be held on Thanksgiving morning at 9:30.

Parks & Recreation – No report.

## **DEPARTMENT REPORTS**

Public Works Department – Mike Gray, Director of Public Works

- 1) MS4 training and education will be scheduled upon approval of the partnership agreement, along with cooperation from the Westmoreland Conservation District. In

the meantime, information is available at the City Building regarding ways residents can manage stormwater runoff.

- 2) Snow salt levels and the City snow trucks are ready for winter plowing.
- 3) Josephine Street construction is currently 70% complete, with limited traffic delays for the remainder of the project.

Police Department – John Sleasman, Chief of Police

- 1) An anonymous donation of \$3,000 was presented to the Police Department.
- 2) The Police Department is hosting a “Damsel in Defense” safety event on December 11<sup>th</sup>.
- 3) Working with the Greater Latrobe School District to come up with an emergency plan for the new elementary school prior to opening. Latrobe Police Department officers, along with surrounding area officers and park police, will be touring the school on Friday, November 16<sup>th</sup> to become familiar with the layout. There is work toward having a written plan available for the school in the case of an event and Chief Sleasman has been provided with condensed construction plans of both levels in the school to distribute to responders.

Fire Department – John Brasile, Fire Chief

- 1) The Turkey Trot is on Thursday, November 22<sup>nd</sup>, and is a big event for both the Fire and Police Departments.
- 2) Has toured the new elementary school multiple times, specifically for the fire portion tours, to ensure alarm systems, along with the kitchen Ansul system, work.

Code Enforcement – No report.

**ADMINISTRATION AND FINANCE DEPARTMENT**

Mr. Forish made a motion, second by Mr. Kelley, to accept the resignation of Jack Murtha as a member of the City of Latrobe Council and to authorize the advertisement of the open Council position. Approved 5-0.

Mr. Baldonieri made a motion, second by Mr. Bartels, to authorize the City to advertise notice that the 2019 budget is available for public inspection and review for a period of at least ten days. Approved 5-0.

Mr. Kelley made a motion, second by Mr. Baldonieri, to table Agenda item 10.A.3., “Approve the Westmoreland Conservation Partnership agreement between the Westmoreland Conservation District and the City of Latrobe”, due to missing pages with the provided contract. This item will be voted on at a Special Agenda meeting to be held on November 26, 2018. Approved 5-0.

Mr. Kelley made a motion, second by Mr. Bartels, to authorize the purchase of a Christmas train display as presented by the City Manager, and for the same to be placed on the side of the Municipal Building for the holiday season. Approved 5-0.

#### **RESOLUTION 2018-42**

A resolution of the City of Latrobe, Westmoreland County, authorizing and setting forth a framework for the design of decorative attachments to be hung from City of Latrobe decorative street light poles. Mr. Kelley moved to adopt this resolution, with the wording seek and consider, second by Mr. Forish. Vote 5-0.

#### **RESOLUTION 2018-43**

A resolution of the City of Latrobe, Westmoreland County, approving Hoffman’s Boarding Kennels contract. Mr. Bartels moved to adopt this resolution, second by Mr. Forish. Vote 5-0.

Mr. Forish made a motion, second by Mr. Baldonieri, to authorize the City Solicitor to prepare an agreement regarding the sanitary and stormwater sewage lateral line remediation for the Latrobe Elementary School, and to advertise a scheduling of a special voting meeting for Monday, November 26, 2018, for approval of the same. Approved 5-0.

#### **PUBLIC WORKS**

#### **RESOLUTION 2018-44**

A resolution of the City of Latrobe, Westmoreland County, approving the Contribution Agreement with the Pennsylvania Department of Transportation. Mr. Kelley moved to adopt this resolution, second by Mr. Forish. Vote 5-0.

#### **RESOLUTION 2018-45**

A resolution of the City of Latrobe, Westmoreland County, approving the Sidewalk Maintenance Agreement with the Pennsylvania Department of Transportation. Mr. Forish moved to adopt this resolution, second by Mr. Bartels. Vote 5-0.

Mr. Bartels made a motion, second by Mr. Kelley, to authorize the City of Latrobe to advertise a notice requesting bids for the 2019 sanitation contract. Approved 5-0.

#### **POLICE DEPARTMENT**

Mr. Baldonieri made a motion, second by Mr. Kelley, to advertise a notice seeking applicants for Civil Service testing to fill the open Police Officer position. Vote 5-0.

#### **UNFINISHED BUSINESS**

- 1) Mayor Wolford requested an update and to revisit the possibility of enacting a previously discussed nuisance property ordinance. City Solicitor Zach Kansler advised he would recirculate information and a draft previously sent out. Chief Sleasman stated a list of questions and what-ifs that would need to be addressed. Mr. Jim Kelley stated that there were a few options – nuisance ordinance, inspection ordinance, or both – but that an emphasis on an inspection ordinance may alleviate the nuisance issue in the long run. Chief Sleasman advised he would make calls to other Police Departments.
- 2) Mr. Eric Bartels questioned time constraints to announce the open Council position to the public. Mayor Wolford advised the position needs to be filled within 45 days. The vacancy notice will be published on Thursday, November 15<sup>th</sup>, giving potential candidates time to be available for the November 26<sup>th</sup> agenda session.

3) December's agenda session was confirmed for December 26<sup>th</sup>.

**NEW BUSINESS**

None.

**OPEN FORUM FOR CITIZENS' REQUEST**

None.

**CITY MANAGER'S REPORT**

None.

**MAYOR'S REPORT**

- 1) Mayor Wolford thanked both the Police and Fire Department for another successful Halloween and offered a round of gratitude for the police department's efforts on a recent theft issue.
- 2) Mayor Wolford thanked City employees for attending and honoring veterans at the Latrobe Center for Active Adults Veteran's breakfast held that morning.

Mr. Baldonieri made a motion to adjourn, second by Mr. Kelley. Vote 5-0.

Regular Meeting of Council adjourned at 7:22 P.M.

Respectfully submitted,  
Holly Peton, City Secretary



A handwritten signature in black ink, appearing to read 'Holly Peton', is written over a horizontal line.