

**Latrobe-Unity Parks & Recreation
Commission Meeting Minutes
April 15, 2010**

The monthly meeting of the Latrobe-Unity Parks & Recreation Commission was held on Thursday, April 15, 2010. Mrs. Susan Mains called the meeting to order at 4:30 p.m.

Roll Call:

Present:

Mr. Jake Blank	Mrs. Susan Mains	Mrs. Patt Fenton
Mr. Bruce Jones	Mr. Tom Long	Mr. Fabian Giovannagelo
Mr. Matt Smith	Mr. Joe Mozina	
Ms. Jeanne Ashley	Mrs. Dawn Vavick	Mrs. Cynthia Smith

Absent:

Mr. Dan Hennessy

Approval of Minutes:

Mr. Blank motioned to approve the minutes. Second, Mr. Mozina.
(Vote 7-0)

Executive Session:

N/A

Public Comment:

Mr. James R. Okonak, of The Latrobe Foundation and the McFeely Rogers Foundation attended the meeting.

Bills and Communications (for approval and / or action):

Mrs. Mains and the Commissioners reviewed the expenditures.

A motion was made to accept the un-paid bills by Mr. Blank. Second, Mr. Jones. (Vote 8-0)

A motion was made to accept the pre-paid bills by Mrs. Fenton. Second, Mr. Smith. (Vote 8-0)

Report of the Committees:

Personnel:

Ms. Ashley contacted DCNR regarding the Circuit Rider funding and position. It may be possible to allocate the balance of the grant to help fund the Senior Recreation or the Pool Manager position – allowing LUP&R some flexibility with the grant funding guidelines.

Finance:

The Commission reviewed the monthly financial reports. Mrs. Smith provided the Commissioners with a Profit and Loss vs. Actual report as well as the Cash Balance report.

Facilities:

The National Chapter of the American Red Cross is reviewing our request to lease the American Red Cross Building in Latrobe. Ms. Ashley will inform the commission of any development pertaining to this matter.

Ms. Ashley again informed the Commission of unpaid invoices remaining from the Unity Park Lakeside Project. A detailed spread sheet of all financial activity relating to the grant was provided. Changes in the scope of work resulted in the project exceeding budget. Several contractors have not been fully paid and there is still some important work to complete at the site. Mr. Blank stated he will meet with the other Supervisors, the Unity Township representatives on the LUP&R Commission, and the Unity Township solicitor to discuss the Lakeside project. Several Commissioners expressed concern and confusion regarding the matter. LUP&R Commissioners are waiting for Mr. Blank to disclose his plans. He stated he is not able to comment at this time. He also stated he would fix the bocce courts. Mrs. Mains expressed her concern that the scope of work was altered and she and the Commissioners were not informed of the changes. She would like all invoices paid in full as quickly as possible. All invoices must be paid in full no later than December 31, 2010 to be in compliance with DCNR.

Ms. Ashley will not re-submit the Legion Keener grant for this round of the C2P2-DCNR grant cycle. The Latrobe Foundation will fund basic repairs at the facility including, perimeter bollards and restrooms. Ms. Ashley intends to submit a grant application for phase two of Cardinal Park instead.

Mrs. Mains made a motion to support Phase Two of the \$207,000 Cardinal Park project. Second, Mr. Jones. The motion carried unanimously. A roll call vote was taken. (Vote 8-0)

Here are the results:

Mr. Jake Blank	Yes	Mrs. Susan Mains	Yes	Mrs. Patt Fenton	Yes
Mr. Bruce Jones	Yes	Mr. Tom Long	Yes	Mr. Fabian Giovannagelo	Yes
Mr. Matt Smith	Yes	Mr. Joe Mozina	Yes	Mr. Dan Hennessy	Absent

The Latrobe foundation has provided a letter of support/commitment for the matching funds. Letters of support for this grant were also provided by The Westmoreland County Planning Commission, The Greater Latrobe School Board and the City of Latrobe. A multi sport court, playground, landscaping, and fencing are planned for this phase of the park.

LUP&R has contracted mowing to Piper's Lawn Service for this spring. Mr. Ulishney of Westmoreland Landscape would also like to submit an estimate for consideration. Ms. Ashley will review the estimate and bring the information to the May meeting for Commission review.

Report of the Executive Director:

Mr. Craig Shevchik submitted the March program report. There were 182 individuals who participated in the five programs that ended in March. Net income for these programs was \$4,173.18. Ms. Ashley expressed her appreciation for the wonderful work that Pat Landry has done with the Judo program. It is a great program, that is loved by many!

Latrobe-Unity Parks & Recreation, in conjunction with The American Cancer Society – Latrobe Relay for Life is hosting 'Til Death Do Us Part – Late Nite Catechism 3 at Huber Hall on Saturday, April 24th. Tickets are still available.

LUP&R minutes were sent to the Greater Latrobe School Board, Latrobe City Council, and Unity Township Supervisors.

The "A Rabbit Runs Through It" 5K is scheduled for Saturday, April 17th at the Latrobe Memorial Stadium.

Ms. Ashley and Mrs. Vavick recently participated in the Latrobe Revitalization Program's Leadership Summit.

The Lincoln Ave. Rail Trail project has been granted a 180 day extension by Norfolk Southern.

Unfinished Business: None

New Business:

Mr. Smith reported the 5K Race at the airport was a huge success. The group plans to make it an annual event.

Mrs. Fenton made a motion to adjourn at 5:45 PM. Second, Mr. Smith.

The next meeting will be held on **May 20, 2010 at 4:30 PM at the Unity Township Municipal Building.**

Respectfully submitted,

Mrs. Dawn M. Vavick

Program Administrative Assistant - Latrobe-Unity Parks & Recreation

APPROVED BY: Susan J. Mains 5/20/10