

**Latrobe-Unity Parks & Recreation  
Commission Meeting Minutes  
January 21, 2010**

The monthly meeting of the Latrobe-Unity Parks & Recreation Commission was held on Thursday, January 21, 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. Joe Mozina
Mr. Bruce Jones	Mr. Tom Long	Mr. Matt Smith	Mr. Fabian Giovannagelo
Mr. Dan Hennessy	Ms. Jeanne Ashley	Mrs. Dawn Vavick	Mrs. Cynthia Smith

**Absent:**

N/A

**Approval of Minutes:**

Mr. Blank motioned to approve the minutes. Second, Mr. Giovannagelo.  
(Vote 9-0)

**Executive Session:**

N/A

**Public Comment:**

Mr. James R. Okonak, Mr. Ronald Kuhns, and Mr. Randy Stas 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 Mrs. Fenton. Second, Mr. Jones. (Vote 9-0)

A motion was made to accept the pre-paid bills by Mr. Hennessy. Second, Mrs. Fenton. (Vote 9-0)

**Report of the Committees:**

**Personnel:**

Ms. Ashley and the Personnel Committee will review the personnel manual at the next Personnel Committee meeting.

Mrs. Mains welcomed Mr. Joe Mozina (Unity Twp. Representative) to his newly appointed position on the Commission. She also congratulated Mr. Long (City of Latrobe rep.) and Mrs. Fenton (Greater Latrobe School District rep.) on their re-appointments to the Commission.

Mrs. Mains thanked Mr. Stas for his hard work and dedication to the LUP&R Commission during his term on the Commission. Mr. Stas thanked the Commission as well. He hoped his work was valuable and meaningful and he enjoyed his time on the Commission. He stated he is a supporter of Parks & Recreation and his family will continue to participate in the programs. He also read a letter his father had written him when he was in college and going through a particularly tough time. It spoke of facing life with compassion and laughter. Mr. Stas hoped he contributed those elements while on the Commission. Mr. Stas's contributions to the Commission will be missed.

Ms. Ashley submitted the LUP&R employee holiday schedule for 2010.

Ms Ashley presented the Commission with a proposal to switch employee health care benefits from High Mark Blue Cross to UPMC. The coverage is very similar, but the rates are approximately \$10,000.00 less with UPMC. Mrs. Mains made a motion to change healthcare coverage beginning in February of 2010 from the current Highmark plan to UPMC. If after one year the group is not satisfied they will be permitted to switch back to the current Highmark plan. Second, Mr. Blank. The motion passed. (Vote 8 with 1 abstaining)

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

Mr. Jones:	Yes	Mrs. Mains:	Yes	Mr. Giovannagelo:	Yes
Mr. Blank:	Yes	Mr. Smith:	Yes	Mrs. Fenton:	Yes
Mr. Hennessy:	Yes	Tom Long:	Yes	Mr. Mozina:	Abstain

Ms. Ashley requested an increase to the employee life insurance benefits. She said there hasn't been an increase to the term life insurance for many years. Mrs. Mains made a motion to expend \$343.00 to increase life insurance benefits for the full time staff. Second, Mr. Hennessy. The motion passed. (Vote 9-0)

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

Mr. Jones:	Yes	Mrs. Mains:	Yes	Mr. Giovannagelo:	Yes
Mr. Blank:	Yes	Mr. Smith:	Yes	Mrs. Fenton:	Yes
Mr. Hennessy:	Yes	Tom Long:	Yes	Mr. Mozina:	Yes

Mr. Hennessy suggested reviewing all life insurance benefits while budgeting for 2011 to insure the correct amount of coverage is being provided to the employees.

#### **Finance:**

The Commission reviewed the monthly financial reports.

Mr. Hennessy reviewed the 2009 year end financial data for the Commission. The budget finished \$588.00 ahead, virtually even. He praised Ms. Ashley and Mrs. Smith for a great job budgeting and controlling costs throughout a tough economic year. Ms. Ashley noted, a \$5000.00 check for the Circuit Rider is still outstanding from DCNR, and technically should have been attributed to the 2009 fiscal year.

#### **Facilities:**

Development at Unity Park and Cardinal Park are currently on hold until spring.

The Westmoreland County Parks & Recreation Association is hosting a DCNR Grant Workshop on 3/2/10 at the Latrobe Municipal Building from 9AM-12PM.

Ms. Ashley submitted a grant for the revitalization of Legion Keener Park. She does not believe the grant will be funded due to the state's shortfall in grant funds. She plans to re-apply for the next round of grants. The McFeely Rogers Foundation and the McKenna Foundations were going to provide the match for the grant, and may be willing to redirect their contributions to assist with the proposed project.

#### **Report of the Executive Director:**

Mr. Craig Shevchik submitted the December program report. There were 70 individuals who participated in the two programs that ended in December. Net income for these programs was \$0.00. (There were no fees charged for these particular programs – mostly for Senior Citizens)

Ms. Ashley announced the idea of relocating the LUP&R Offices to the Red Cross Building on Lincoln Avenue. The American Red Cross has moved their Chestnut Ridge Chapter to the main office in Greensburg. A Latrobe branch would still be maintained, but on a much smaller scale. Non-profit organizations in the area were asked to consider being housed collectively at the Lincoln Ave. facility. Ms. Ashley would like the commissioners to tour the facility to determine if this would be a sensible move. The next Commission meeting will be held at the American Red Cross Building. Please attend for the tour which will begin at 4:30PM.

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

A joint brochure for March of 2010 is being published by the City of Latrobe, Greater Latrobe School District, and Latrobe-Unity Parks & Recreation. All LUP&R copy has been delivered to Mr. George Fetkovich at Apollo Design.

Ms. Ashley provided minutes from the most recent Westmoreland County Parks & Recreation Alliance meeting.

**Unfinished Business:** None

**New Business:**

The Re-Organization meeting will be held at the February Commission meeting. Mrs. Mains will have committee appointments ready for the upcoming year. If you have a particular area of interest please contact her prior to the meeting.

After seeing the huge success of the Turkey Trot Mr. Blank would like Ms. Ashley to consider the possibility of organizing a 5K race in Unity Township.

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

The next meeting will be held on **February 18<sup>th</sup> at 4:30 PM** at  
**The American Red Cross Building (1816 Lincoln Ave. Latrobe)**

**Respectfully submitted,**

**Mrs. Dawn M. Vavick**  
**Program Administrative Assistant - Latrobe-Unity Parks & Recreation**

**Approved 2/18/10 by Susan J. Mains**