

LAWRENCE PARK TOWNSHIP
REORGANIZATIONAL MEETING

7:00 p.m.

January 3, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, V.P. M. Armstrong, Commissioners J. Crotty, S. Lewis, T. Renshaw, G. Nietupski, Esq., Chief J. Morell and Secretary C. Gathers.

Visitors, speak: D. Falk, S. Lewis, J. Kaliszewski,

Visitors: J. Armstrong, C. Armstrong, J. Crotty, E. Brieger, G. Randolph, E. Crowther, FR Cadwallader, S. Cadwallader, G. Ferritto, T. Ferritto, R. McCall, A. McCall, HM Perkins, C. Boddorf, L. Crotty, J. Crotty, B. Crotty, C. Smith, K. Barringer, S. Loftus

1. D.J. Krahe administered the oath of office to Marion Armstrong, Stephanie Lewis and Joe Crotty as elected commissioners.
2. Election of President. Mr. Crotty nominated Mr. Loftus for president; Mrs. Lewis seconded. There were no other nominations. Motion carried.
3. Election of Vice President. Mr. Crotty nominated Mrs. Armstrong; Mr. Loftus seconded. Motion carried with Mrs. Armstrong not voting.
4. Township Resident Comments. D. Falk congratulated the commissioners. J. Kaliszewski suggested tabling items if new commissioners were not sure.
5. Assignment of Departments by President. Mr. Loftus said Mr. Crotty would be sewers; Mr. Renshaw, recreation; Mrs. Armstrong, fire dept. and business; Mr. Loftus, police dept. and Mrs. Lewis, administration.
6. Vacancy Board. Mrs. Armstrong moved to appoint E. Crowther; Mr. Loftus seconded. Motion carried.
7. Solicitor. Mr. Renshaw moved to nominate G. Nietupski; Mrs. Armstrong seconded. Motion carried.
8. Resolution 2012-01, Reopen 2012 Budget for LP Township and Rescind Resolutions 2011-40, Ordinance 511-11, Resolution 2011-41, Ordinance 512-12. Mr. Loftus moved to approve Resolution 2012-01 rescinding Res. 2011-40, Ord. 511-11, Res. 2011-41 and Ord. 512-12; Mrs. Armstrong seconded. Motion carried.
9. Hire CPA for Township Commissioner. Mr. Renshaw moved; Mrs. Lewis seconded. Motion carried.

10. Dates and Times of 2012 Meetings. Mr. Renshaw moved to advertise; Mr. Crotty seconded. Motion carried.

11. Standing Policies of LP Commissioners; Roberts Rules of Order Will Be Followed; Evaluation for Non-uniform Employees Every Six Months by All Five Commissioners. Mrs. Armstrong moved; Mr. Renshaw seconded. Motion carried.

12. All Five Commissioners Are Allowed on Township Insurance for Driving Township Vehicles. Mr. Renshaw moved; Mrs. Armstrong seconded. Motion carried 4-1 with Mrs. Lewis voting no.

13. Hire a Cleaning Person, Rescind Present Appointment. Mr. Crotty tabled to the next meeting for opportunity to look at further. Atty. Nietupski said a second was not needed.

14. Mike Crotty Memorial, April Date. Mr. Loftus said they would be working with the family and do something around April. D. Crotty commented that State legislators were working to rename Iroquois Ave. after Michael Crotty, from E. Lake to Nagle Road. Mr. Loftus said the board would contact the legislators and affirm the belief that it be pushed.

15. Rescind New Full-time Appointment Created December 13, 2011 – General Bldg. Maintenance, Park Maintenance, Janitorial, Snow Removal, Street Traffic Sign Maintenance, Employee Carl Vitale Will Go Back to Part-time Laborer as Needed by the Board at His Old Rate of Pay. Mr. Crotty asked if he could be reinstated and the attorney replied yes. Mr. Renshaw moved; Mrs. Armstrong seconded. Motion carried.

16. Rescind or Keep Code Enforcement Officer. Mr. Crotty preferred to table items 16 and 17 for an opportunity to review. Mr. Loftus said they were tabled until next week's meeting.

17. Rescind or Keep Zoning Officer. Tabled.

18. Executive Session. Mr. Loftus recessed the meeting at 7:31 p.m. and reconvened at 7:44 p.m.

19. New Business. None.

Mr. Renshaw moved to adjourn; Mrs. Armstrong seconded. Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BUDGET MEETING

6:00 p.m.

January 10, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, V.P. M. Armstrong, Commissioners J. Crotty arrived at 6:05 p.m., S. Lewis, T. Renshaw, G. Nietupski, Esq. arrived at 6:40 p.m., and Secretary C. Gathers.

Visitors: none

Mr. Loftus discussed the building light upgrade. The secretary left at 6:07 p.m. to make copies and returned at 6:11 p.m. Mrs. Armstrong said in 2007 the township paid for the fire department's vehicle insurance, utilities, ambulance supplies, fuel, truck maintenance, communications, phone, radio, 911 center, and \$4,000 for training. She suggested paying their insurance at \$15,000, utilities at \$12,000 and fuel at \$6,000 for a total of \$33,000. Mr. Loftus discussed the fire department roof problem; it was recommended to do soon. Estimated cost is \$50,000. Mrs. Armstrong said there was a bill coming for computers. Mr. Loftus asked if new line items could be created and the secretary replied that the solicitor needed to give an opinion on that.

Mrs. Armstrong questioned if they were going to look for someone to clean. Mrs. Lewis suggested the clerks split the extra duties between them. Mr. Crotty questioned if it could be done with a full-time employee and Mrs. Lewis said the solicitor said it could. Mr. Crotty noted \$250/mo. was the current cost. Hours and pay were discussed. Atty. Nietupski arrived at 6:40 p.m. Mr. Loftus and Mrs. Armstrong preferred keeping the duties separate from their other jobs. Regarding the fire dept., Mr. Loftus noted there was \$210,000 budgeted for the township building but he wanted to do boilers this year. Mrs. Lewis said the boilers and roof should be the only major things to look at for this year. She did not want to overextend. Mrs. Armstrong asked where they stood with money for the fire dept. and Mr. Loftus said they would come up with the money. A meeting was set for 1/17/12 at 4:45 p.m. Mr. Crotty asked about County Assessment requesting the tax resolution. Atty. Nietupski said the deadline was 2/15.

Meeting adjourned at 6:51 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

January 10, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, V.P. M. Armstrong, Commissioners J. Crotty, S. Lewis, T. Renshaw, G. Nietupski, Esq., Chief J. Morell, and Secretary C. Gathers.

Visitors, speak: S. Cadwallader, R. Cadwallader, D. Harger, C. Harger, T. Culmer, R. Gindlesperger

Visitors: R. McCall, HM Perkins, D. Falk, A. McCall, AJ Mason, J. Mason, D. Cadwallader, E. Brieger, R. Lewis, G. Randolph, T. Lapping, T. Baer, G. Andersen, G. Boutwell, J. Armstrong, D. Durst, L. Crotty, J. Crotty, C. Bartlett

There was a moment of silence for a local serviceman who passed away in service to his country.

1. Swearing in of Fire Department Officers. DJ Krahe administered the oath to officers.

2. Reports. Mrs. Armstrong moved to approve reports for December: budget, police, code enforcement, zoning, dog control; Mrs. Lewis seconded. Motion carried. Atty. Nietupski said there were several issues in place and he would report at the next meeting. Mr. Willis reported the televising of sewer lines in the Lake Cliff area was completed and the data was being processed. There will be a report in 3-4 weeks. Mr. Crotty moved to accept the report; Mr. Renshaw seconded. Motion carried.

3. Mr. Crotty moved to accept the reports; Mr. Renshaw seconded. Motion carried. Mrs. Lewis moved to pay the bills; Mrs. Armstrong seconded. Motion carried.

4. Comments. S. Cadwallader discussed the Party on Main in 2011. It was successful but their prior chairman resigned, there were issues with Mr. Renshaw, and another committee was started by Mr. Renshaw. R. Cadwallader declined comment. Mr. and Mrs. Harger welcomed the new commissioners. T. Culmer, Planning Commission, encouraged review of the proposed sexually oriented business ordinance and does the board want Planning to draft ordinances regarding dumpsters placed on the street and parking in front yards. Mr. Loftus said by the February meeting they would have thoughts back to him. R. Gindlesperger asked that flags be flown at half mast for the serviceman.

5. Resolutions. Mrs. Armstrong moved to approve Resolution 2012-02, changing the president on the Americo FCU account; Mr. Crotty seconded. Mrs. Lewis, aye; Mr. Crotty, aye; Mr. Loftus, aye; Mrs. Armstrong, aye; Mr. Renshaw, aye. Motion carried. Mr. Renshaw moved to approve Resolution 2012-03 changing the president on the North West Savings Bank pension investment accounts; Mrs. Armstrong seconded. Mr. Crotty, aye; Mr. Loftus, aye; Mrs. Armstrong, aye; Mr. Renshaw, aye; Mrs. Lewis, aye. Motion carried. Mr.

Renshaw moved to approve Resolution 2012-04 changing the president on the Citizen Bank accounts; Mrs. Lewis seconded. Mr. Loftus, aye; Mrs. Armstrong, aye; Mr. Renshaw, aye; Mrs. Lewis, aye; Mr. Crotty, aye. Motion carried.

6. Appointments to Township Committees. Mrs. Armstrong moved to reappoint Margaret Iobst to the Planning Commission; Mr. Crotty seconded. Motion carried. Mrs. Armstrong moved to reappoint Paul Baker to the Zoning Hearing Board; Mr. Crotty seconded. Motion carried. Mr. Loftus moved to reappoint Corey Bartlett to the Recreation Board; Mrs. Lewis seconded. Motion carried. Mrs. Lewis moved to reappoint Mr. Garman to the Civil Service Board; Mr. Crotty seconded. Motion carried. Mr. Loftus moved to reappoint Urban Engineers as the township engineer; Mr. Crotty seconded. Motion carried.

7. Appointment to Commissioner Committees. Mr. Loftus moved to appoint Mr. Renshaw as the delegate and Mrs. Armstrong as the alternate to CZM; Mr. Crotty seconded. Motion carried. Mr. Loftus moved to appoint Mr. Crotty as the delegate and Mr. Renshaw as the alternate to the Erie MPO; Mrs. Armstrong seconded. Motion carried. Mr. Loftus moved to appoint Mr. Crotty as delegate and Mr. Renshaw as alternate to the MPO's two committees. Motion carried. Mr. Loftus moved to appoint Mr. Crotty as delegate and Mrs. Lewis as alternate to the Erie Metro Sewer; Mrs. Armstrong seconded. Motion carried. Mr. Loftus moved to appoint Mrs. Lewis as delegate and Mrs. Armstrong and himself as alternates to ECATO; Mr. Crotty seconded. Motion carried. Mr. Loftus moved to appoint Mrs. Lewis as delegate and Mrs. Armstrong and Mr. Renshaw as alternates to the East Erie Co. Communication Center; Mrs. Armstrong seconded. Motion carried. Mr. Loftus tabled the Erie Planning Commission appointment to the next regular meeting. Mr. Loftus moved to appoint Mr. Renshaw as delegate and the other commissioners as alternates to the Erie Area COG; Mrs. Armstrong seconded. Motion carried.

8. Appointment to the Police Pension Board. Mr. Loftus moved to appoint Mrs. Armstrong as the second commissioner on the Police Pension Board; Mrs. Lewis seconded. Motion carried.

9. Hiring of Gerald Olson for Part-time Crossing Guard. Mr. Loftus moved to hire Gerald Olson for the crossing guard position; Mrs. Lewis seconded. Motion carried.

10. Rescind or Keep Code Enforcement Officer. Mrs. Armstrong moved to rescind and open up for application to come from the township; Mr. Renshaw seconded. Mr. Crotty said the current officer could apply as well. Mrs. Lewis thanked Mr. Brieger for the job he has done for the past years. Motion carried.

11. Rescind or Keep Zoning Officer. Mr. Renshaw moved to rescind the zoning officer; Mrs. Lewis seconded. Mr. Crotty explained the current officer could apply. Motion carried. Mrs. Armstrong moved to advertise both positions in the paper; Mr. Renshaw seconded. Motion carried.

12. School Zone Project Committee. Mr. Loftus asked for deadlines. Mr. Willis said a firm needed to be selected to do the construction inspection which is

required as part of the grant process. Mr. Loftus moved upon comments to direct the secretary to advertise for construction consultant inspection services; Mr. Renshaw seconded. Motion carried.

13. Cleaning Position. Mrs. Lewis explained the board reviewed splitting the position between the two clerks. Mrs. Lewis moved; Mr. Renshaw seconded. Mrs. Lewis said the pay would be the same as the prior cleaning person and split between the two. Motion carried.

14. Purchase of Tractor. Mr. Renshaw said there was a tractor with everything and some things like a roof and enclosure at \$27,500. Mr. Renshaw moved to buy the tractor. It is just over 300 hours. Mrs. Lewis asked to table until the next meeting; Mr. Renshaw said it has been held since last October. He thought there was money in the budget; if not, it can be put in. It is about 1-1/2 years old and used just to plow snow. John Deere told him the cost to buy one was \$35-40,000. Atty. Nietupski said the bidding requirement is \$18,500 for new equipment; used for maintenance is exempt. If there was an appraisal he would like to review. Mrs. Lewis asked if it could be tabled until there is an appraisal. Mrs. Armstrong said they will not hold. Mr. Crotty moved to table. There are budget meetings still pending. Mrs. Lewis seconded. Mr. Renshaw said the tractor would be used for parks, leveling in Elbow Tree Park. He would have a 7' mower for the fields. Mr. Loftus thought to get a broom for streets and sidewalks. Motion carried 4-1 with Mr. Renshaw voting no.

14. Teker Park. Mr. Renshaw said the grant was received and work would start this year. Mr. Willis said there have been conversations with PennDOT and the funding agencies. Design work has to be completed by 8/30/12 and the estimated project is \$195,300. The board needs to decide how to proceed. The grant will not fund design at about \$37,800 so it would be the township's responsibility. The grant will fund 80% of construction. The township's exposure would be the design plus 20% of the project cost. Mr. Loftus said the budget needed reviewed before any action. Mr. Renshaw noted the project was part of the Seaway Trail. Mr. Willis said for design to be completed by August, a decision needed to be moved on. Mrs. Lewis moved to table until the next meeting; Mr. Crotty seconded. Motion carried 4-1 with Mr. Renshaw opposed.

Mr. Loftus read the solicitor's rates; he has liability insurance. Mr. Loftus moved; Mrs. Armstrong seconded. Motion carried 4-0 with Mr. Renshaw not voting.

Mr. Renshaw said he resigned. Mrs. Armstrong moved to adjourn; Mr. Crotty seconded.

Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BUDGET MEETING

4:45 p.m.

January 17, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, V.P. M. Armstrong, Commissioners J. Crotty and S. Lewis, G. Nietupski, Esq. and Secretary C. Gathers.

Visitors: C. Vitale, J. Parker, J. Armstrong, D. Crotty

Mr. Loftus said in speaking with the solicitor usually can only increase by 10% per item or 25% in the aggregate or can have a three-fourths vote in majority for any changes they make. Atty. Nietupski cautioned against changing the millage. Mr. Loftus believed everyone was in the same frame of mind. Mr. Loftus submitted a list and asked to discuss with him. Mr. Crotty invited commissioners to a weekend function.

The meeting recessed at 5:52 p.m. for an executive session for a personnel matter. The meeting reconvened at 6:08 p.m. Mr. Loftus moved that we do not file it and accept whatever Unemployment Compensation comes up with; Mr. Crotty seconded. Motion carried. Mrs. Armstrong moved that we notify Atty. Pulito and let know services not needed and do no more work for the township and appoint Atty. Nietupski; Mr. Crotty seconded. Mr. Loftus said the township is paying for the department's training. Atty. Nietupski said there was no opportunity to change the Court Order. Motion carried.

Mrs. Lewis explained new security codes for the building would be issued. Mr. Crotty discussed the Teker Park grant project and the \$40,000 expense for design. Cosmetic work could be done instead.

Mrs. Lewis moved to adjourn; Mrs. Armstrong seconded.

Meeting adjourned at 6:20 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

4:45 p.m.

January 24, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, VP M. Armstrong, Commissioners J. Crotty and S. Lewis, Solicitor G. Nietupski, Secretary C. Gathers

Visitors: S. Cabaday, V. Andersen, J. Armstrong, D. Falk

1. Solicitor Report. Atty. Nietupski said action should be taken on some items shortly.
2. Township Resident Comments. None.
3. Payment of Bills. Mrs. Lewis moved; Mrs. Armstrong seconded. Motion carried.
4. Minutes and Resolutions. Mrs. Armstrong moved to approve Resolution 2012-05, exonerating the tax collector; Mr. Crotty seconded. Mr. Crotty, aye; Mrs. Lewis, aye; Mr. Loftus, aye; Mrs. Armstrong, aye. Motion carried. Mrs. Lewis moved to approve Resolution 2012-06, approving Girard Borough and North East Township join the Erie Area COG; Mrs. Armstrong seconded. Mrs. Lewis, aye; Mr. Loftus, aye; Mrs. Armstrong, aye; Mr. Crotty, aye. Motion carried. Mr. Crotty moved to approve Resolution 2012-07, secretary's salary; Mrs. Lewis seconded. Mrs. Armstrong, aye; Mr. Loftus, aye; Mr. Crotty, aye; Mrs. Lewis, aye. Motion carried.
5. Appointment to Erie County Planning. Mrs. Armstrong moved to hire Peg lobst; Mr. Crotty seconded. Motion carried.
6. Appointment to Other Organizations to Replace Appointments Held by Mr. Renshaw. Mr. Loftus moved to table until the next meeting; Mrs. Armstrong seconded. Mr. Loftus requested a master list.
7. Appoint Delegate to Erie Area COG. Mr. Loftus said he could do it if no other interest. Mr. Loftus moved to appoint himself; Mr. Crotty seconded. Motion carried.
8. 2012 Budget. Mr. Loftus last week handed out papers of the changes that were felt needed. He was not changing the millage; numbers were moved around to different budget areas. The tax levy Ordinance 515-12 is revised. Mr. Loftus moved that Ordinance 514-12, budget, and Ordinance 515-12, circulated among the board which will represent these changes, to approve those ordinances. Mr. Crotty asked about opportunity to discuss and any amendment. He noted that fireworks can attract crowds and limits police presence. Mrs. Armstrong seconded. Mrs. Lewis asked if funding for the tractor could be held to \$16,000. Mr. Loftus said three appraisals were needed and asked if it could come out of the ordinance. Atty. Nietupski said it could be left in. They created the account for the ultimate purpose, if they do it. The secretary asked the board to review the budget as figures were inserted based on the commissioner's handwritten note and the board needed to determine if it was interpreted correctly. Mrs. Lewis asked about the budget for the trees and Mr. Loftus said the \$15,000 was for new trees. Mrs. Lewis asked about the tractor budget and Mr. Loftus said it would stay and if \$16,000, that is all we will pay. Mrs. Lewis said some line items are increased by 95% and thought they could not increase more than 25%. Mr. Loftus said three-fourths vote was needed; Atty. Nietupski said correct. Mr. Crotty explained there was a sewer concern on Dobbins and was unsure of the cost

and the impact on the budget. The secretary said two funds on the proposed budget did not balance; Atty. Nietupski said they had to balance. The board can pass it with the expectation that it will pass. They can vote on it based on modifications and get the budget passed with the understanding that the math will be corrected. The secretary noted that the issue was amendments to the budget involved two funds. Atty. Nietupski will review and suggested they pass, if in agreement. Ordinances have to be advertised. Mr. Loftus moved to advertise for a meeting next Tuesday; Mrs. Armstrong seconded. Motion carried.

9. Wages. Mrs. Lewis explained there was a 3% increase for office staff; dog officer, investigator, and EMA were as budgeted. The police clerk was per budget and did not receive benefits. Mrs. Anderson asked about the dog officer and Mrs. Lewis said it increased from \$2500 to \$3000/yr. Mrs. Anderson thought it was a big raise. Mr. Loftus suggested putting on the agenda for the next meeting. Mrs. Lewis explained he went to the ANNA Shelter, captured dogs, kennels and feeds them. The EMA increased from \$3700 to \$5000. The zoning administrator is budgeted at \$8000 and code enforcement at \$5665 with mileage at \$1650. Mrs. Armstrong said to table the dog officer, EMA, code enforcement and zoning. Mrs. Lewis moved to give the 3% increase; keep out dog officer, EMA and code enforcement. Mr. Loftus last year moved that part-time officers coming on as of January 1st do not get an increase. Those hired prior to January 1st will get an increase. Mrs. Armstrong moved to pay 3% to those mentioned; eliminate dog officer, EMA, code enforcement until they discuss it; Mr. Crotty seconded. Motion carried 4-0 with Mrs. Lewis abstaining due to a family member.

10. Planning Commission's recommendation to amend the sexually oriented business ordinance. Mrs. Lewis asked for discussion and Mr. Loftus asked Mr. Culmer call the commissioners to give a run down. Mr. Crotty explained they gathered information from other municipalities.

11. Recycle Bins. Mrs. Lewis explained \$6,000 was budgeted for bins and suggested the township purchase new ones up to \$6,000 and charge a small fee to residents if they want a bin. Cost is probably \$14-15 per bin and \$10 each could be charged. Mr. Crotty said at \$15/each it is about 400 bins and \$4000 would be recouped. Mr. Loftus wanted the board to consider the recycling contract at year end. Mrs. Lewis moved; Mr. Crotty seconded. Motion carried.

12. New Business. Mr. Crotty said Teker Park was part of the Seaway Trail. It is a nice facelift, provides information about the Township, has some positives and cosmetic upgrades. But there are sewer related items in the park. Mr. Crotty moved to remove \$40,000 from the project, as revenue from the grant, respond to people who gave us the grant, and send a letter of thank you for the offer but we do not have the money to support; Mrs. Armstrong seconded. Motion carried. Mr. Crotty said if revived interest can apply again but may not get it.

Atty. Nietupski asked if there was any discussion on the tractor issue. He wanted to write him and tell him no deal was struck on it. Mr. Loftus said there was one appraisal and asked if the board wanted two more. Atty. Nietupski said the appraisal had retail values from \$27-29,000. They range from \$10-19,000 on e-bay. He was asking to get two more appraisals. He did not realize the tractor was parked in our garage and wanted to write to him to thank him for his interest in selling, it is being looked into, but if he can sell to someone else, please do. Mrs. Lewis said he was upset and expected payment. Atty. Nietupski said we were not doing anything wrong; there is no agreement, no sale. Mr. Loftus moved to authorize the solicitor to, on our behalf, to all respects in the matters of John Deere, inform John Thomas there is no deal and if deal will make one; Mrs. Lewis seconded. Motion carried.

Atty. Nietupski reminded that the board vacancy needed filled within 30 days. The board scheduled an interview date. Mrs. Lewis reviewed options for purchasing Trac phones and usage cards. Mrs. Lewis moved to buy cell phones for each commissioner and 450 minutes for 90 days. Cost is \$29.88/phone and \$79.88/card; Mr. Crotty seconded. Motion carried. Mrs. Armstrong asked the Fire Chief's name be listed on the board.

Mrs. Armstrong moved to adjourn; Mrs. Lewis seconded.

Meeting adjourned at 6:08 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

4:45 p.m.

February 7, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, VP M. Armstrong, Commissioners J. Crotty and S. Lewis, Solicitor G. Nietupski, Chief J. Morell, Secretary C. Gathers

Visitors (sign to speak): R. Gindlesperger, J. Parker, T. Culmer, J. Kaliszewski, S. Loftus

Visitors: C. Boddorf, D. Falk

Mr. Loftus said first is paying bills that come between the last meeting and the next. Mrs. Lewis requested a letter to Ms. Falk that the township will pay the radio license bill out of professional services. Mrs. Lewis moved to pay the bills; Mrs. Armstrong seconded. Motion carried. Mr. Loftus said between now and the next meeting are regular utility bills due and asked for a motion to pay regular utilities before the next meeting. Mr. Loftus moved; Mrs. Lewis seconded. Motion carried.

Atty. Nietupski reported the tractor issue was resolved for the time being. There is conditional approval of the zoning issue until the code officer is in place and they can decide how to proceed. He approved the proposed sexually oriented business amendment. Regarding the fire department, documents are filed to replace Atty. Pulito and he has contacted Mr. Kreider and Atty. Pulito. Mrs. Armstrong moved that we advertise the revised code on the sexually oriented business; Mr. Crotty seconded. Motion carried. Mr. Loftus asked for a motion to advertise for a zoning officer or comments. Only one or two applied. Mrs. Lewis moved; Mr. Crotty seconded. Motion carried. Mr. Loftus said to advertise for one week under legal and classified.

Mr. Loftus asked for comments on the code enforcement officer position. Atty. Nietupski said police officers are ineligible for the position under section 1441. Mrs. Lewis said before voting should resigning from their position if they want this instead be considered. Do they want to offer to a part-time police officer? Mr. Loftus said it was not a given he would get it and would be hard for someone to give up without a given. Mrs. Lewis noted that there could be a tenure agreement. Mr. Loftus thought it could be tabled. Mrs. Armstrong said it would be tabled until the next meeting. There is no promise of a job. The EMA wage went up \$1000 last year. She wanted a job description; how many hours he puts in and how many meetings he goes to. Mr. Loftus said he got a \$500 raise last year in dog control and should give 3% or freeze. Mrs. Armstrong said 3%. Mr. Crotty noted the wage is \$2500. Mrs. Armstrong asked if they could have an accounting on both. Chief Morell explained the police call the dog officer for any stray dogs, he attends court, cites people and submits a monthly report to the board. Mrs. Armstrong asked for a copy of the report and moved to table until the next meeting and we have this information and can make an intelligent decision on these raises; Mr. Crotty seconded.

Mr. Loftus suggested offering Mr. Cadwallader the community service job. Mrs. Lewis inquired if they should table until he is asked. Mr. Loftus explained Mr. Vitale has been handling it but was put back to a labor type job. Mrs. Lewis said they did not have a problem with Mr. Vitale doing it but put someone in a more mentor position. Mr. Loftus said the position would be paid because they paid Mr. Vitale. It came across to them in interviewing this person for another job. Mrs. Lewis moved to table the community service coordinator until they talk to the person first and advertise the position. Mr. Loftus asked if advertising now or after talk to the person and Mrs. Lewis said now. Mr. Crotty seconded. Motion carried.

Mr. Loftus asked for public comment. R. Gindlesperger did not believe the sewer rate structure was fair to mobile home parks; he requested restructuring. J. Parker discussed the charge on his sewer bill. Mrs. Armstrong said they would look into and give answers at the next meeting. T. Culmer, Planning Commission, asked if they should draft language for parking in the front of homes, dumpsters on the street, and snow plowing into the street. Mrs. Armstrong moved we have the Planning Commission look into this and present something to the board and we will consider it; Mr. Crotty seconded. Motion carried. Mrs. Armstrong spoke about codes not being enforced; neighborhoods have to be cleaned up. J. Kaliszewski discussed difficult to state views when no agenda. Mr. Loftus said the meeting was for the commissioner and over time other things came up. S. Loftus discussed the cell phone purchase, two commissioners did not want one, and costs. Mrs. Lewis reviewed the costs, minutes can be used by others or new commissioner. Atty. Nietupski said it was voted on. Mrs. Lewis noted the numbers would be public.

Mr. Loftus said the main reason for the meeting was filling the commissioner vacancy and asked for comments or motion. Mrs. Lewis said there were a lot of qualified candidates and it was good to see. Mr. Loftus reminded if no agreement as of today then the vacancy chairman comes into play and has the vote on this. With this knowledge did anyone have anything. Mr. Crotty asked if an executive session was acceptable. Atty. Nietupski said they can go to executive session to discuss. Mr. Loftus recessed to executive session at 5:43 p.m. noting there or may not be a motion afterwards. Mr. Loftus reconvened at 5:50 p.m. Mr. Crotty moved to nominate Jean Rodemaker as the fifth commissioner; Mrs. Lewis seconded. Mr. Crotty said the current opening is for parks and recreation and that is her passion. She spends a lot of time in the parks and has a vision for them. Mr. Loftus asked for a letter to everyone. Motion carried. Mr. Crotty asked how many votes were required to pass the budget. Mr. Loftus said three-fourths and Mr. Crotty replied that he would not be present. Atty. Nietupski said he could vote via proxy and would arrange it.

Mr. Crotty moved to adjourn; Mrs. Lewis seconded.

Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

February 13, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, VP M. Armstrong, Commissioners S. Lewis and J. Rodemaker, Solicitor G. Nietupski, Secretary C. Gathers. Commissioner J. Crotty was absent.

Visitors, speak: J. Parker, FR Cadwallader

Visitors: J. Armstrong, R. McCall, HM Perkins, A. McCall, S. Cadwallader, G. Boutwell, L. Crotty, D. Falk Jack Kraus, CFA, Allegheny Financial Group, and Lee Marzka, VP, Northwest Savings Bank

1. Pension Reports. Mr. Kraus, Allegheny Financial Group, reported on the market, allocation, pension portfolios and recommendations for each plan. Annually both plans were down but positive as of February. Mrs. Lewis moved to accept the report and changes in his recommendations; Mrs. Rodemaker seconded. Motion carried 3-0 with Mrs. Armstrong abstaining. Mr. Marzka reported on the portfolios with North West and explained the police portfolio needed funding for pension payouts. Reports will be submitted earlier. Mrs. Lewis moved to accept the reports; Mr. Loftus seconded. Motion carried 3-0 with Mrs. Armstrong abstaining.

2. Mrs. Rodemaker moved to approve January reports: police, dog officer, fire dept.; Mrs. Armstrong seconded. Motion carried. Atty. Nietupski hoped to wrap up the fire dept. issue within the next thirty days. The sewer ordinance and EWW contract was reviewed and he believed it could open up. He met with Mrs. Rodemaker earlier in the week. Mrs. Armstrong moved to accept the report; Mrs. Lewis seconded. Motion carried. Mr. Willis reported revisions per PennDOT were being made on the school zone design project. PennDOT will review and then set bid date. Regarding the boat launch project, the sign is erected, report completed, and reimbursement money received. Urban is working with EWW on the back flow preventers for the lift stations. All video was received from the Lake Cliff sewer main study which will be reviewed. Design work is being done on the Lake Cliff lift station. Mrs. Armstrong moved to accept the report; Mr. Loftus seconded. Motion carried.

3. Payment of Bills. Mrs. Lewis moved to pay the bills; Mrs. Armstrong seconded. Motion carried. Mr. Loftus moved that utility bills comes in we pay any normal utility bill coming in to the office between next meeting as a catch all; Mrs. Rodemaker seconded. Mr. Loftus amended the motion, if second no objection, making it for the year. Motion carried.

4. Comments. J. Parker asked about sewer rates. R. Cadwallader discussed a projection camera.

5. Minutes. Mrs. Armstrong moved to accept minutes of 12/27/11, 1/3/12, 1/10/12, 1/10/12 budget, 1/17/12, 1/24/12 and 2/7/12; Mrs. Rodemaker seconded. Motion carried.

6. Resolutions. Mrs. Lewis moved to approve Resolution 2012-08 enacting tax millage Ordinance 514-12; Mrs. Armstrong seconded. Motion carried. Atty. Nietupski said he was voting for Mr. Crotty who is voting yes. Mrs. Armstrong moved to approve Resolution 2012-09 enacting Ordinance 515-12, 2012 amended budget; Mr. Loftus seconded. Motion carried. Atty. Nietupski said for the record Mr. Crotty is voting yes. Mrs. Armstrong moved to approve Resolution 2012-10 applying for County Liquid Fuels money; Mrs. Lewis seconded. Motion carried.

7. 2012 Budget. Discussed previously.

8. Dog Officer. Mr. Loftus believed there was a \$500 raise last year. At this point he would keep at the 2011 rate. Mrs. Armstrong agreed. Mrs. Lewis thought the board should speak with the dog officer and EMA. She would like to table until they talk to the dog officer. Mrs. Rodemaker moved to table.

9. Emergency Management Representative. Mr. Loftus believed a lot of the work has already been done. He did not have a problem with 3% like everyone else; Mrs. Armstrong agreed. Mrs. Lewis moved to table again to talk to the person; Mrs. Rodemaker seconded. Motion carried.

10. Appointment to Erie County Signing Trust. Mrs. Armstrong moved to appoint Mrs. Lewis to take the two meetings; Mrs. Rodemaker seconded. Motion carried.

11. Committee Appointments Vacated by Tom Renshaw. Mrs. Lewis moved to appoint Mrs. Armstrong as delegate to CZM; Mrs. Rodemaker seconded. Motion carried. Mr. Loftus said MPO will be left as is. Mrs. lobst reported on the Erie Co. Planning Commission meeting.

12. Fire Dept. Bills. Mrs. Armstrong said the Township will pay the utilities, insurance, fuel. Mr. Loftus said the township is providing the computer. Mrs. Armstrong said the judge ordered the Township to pay for their computer, software and training. Mrs. Armstrong moved to have utilities moved back into the township name. She moved we have the utilities come to the township building since the township is going to pay them; Mrs. Lewis seconded. Motion carried.

13. Final Pay Estimate, Lake Cliff Manhole Rehab. Mr. Willis explained it was the contractor's retainage fee and there were two change orders: adding more manholes and reduce the contract amount to the actual value. Mrs. Lewis moved to approve the retainage amount and change orders; Mrs. Armstrong seconded. Motion carried. Atty. Nietupski said Mr. Crotty voted in favor of final payments.

14. School Zone Enhancement Project. Mrs. Armstrong nominated Mr. Crotty to the school zone enhancement project; Mrs. Rodemaker seconded. Motion carried.

15. Police Pension Board Recommendation. Chief Morell explained the police pension board voted to transfer \$95,000. Mrs. Armstrong moved to transfer \$95,000 out of the Township account to North West for police pension; Mr. Loftus seconded. Motion carried.

16. Erie Bank. Mrs. Lewis said it was brought to her attention that the bank would no longer provide interest. Options were reviewed and recommended opening accounts at Erie Bank for investment. Mrs. Lewis moved to approve Resolution 2012-11 authorizing opening of accounts and signatories; Mr. Loftus seconded. Motion carried.

17. Citizen Concerns. Mr. Vitale said there were concerns about the location of the tractor donated by the School District. The plow and other equipment were behind the township building and there was an interest in it. The Police Chief was asked to look into the matter.

Mrs. Lewis moved to adjourn; Mrs. Rodemaker seconded. Meeting adjourned at 8:28 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

4:45 p.m.

February 28, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, Commissioners J. Crotty and S. Lewis, Solicitor G. Nietupski, Engineer G. Willis, Secretary C. Gathers. VP M. Armstrong was absent.

Visitors: J. Parker, R. Cadwallader, CB Lewis, C. Curtis, D. Falk, G. Boutwell, T. Baer, V. Anderson, A. McCall

1. Commissioner Photo. Ms. Gathers left the meeting at 4:47 p.m. for the camera and returned at 4:50 p.m. The photo was taken.
2. January Reports. Mr. Crotty moved to approve the treasurer and budget report; Mrs. Rodemaker seconded. Motion carried.
3. Reports. Atty. Nietupski met with Judge Dunlavey; the fire dept. did not engage in any malfeasance. He reported to the Township's auditor about legal actions. The proposed sexually oriented business ordinance with introductory material was advertised for adoption on 3/13. Regarding sewer back up issues, a policy was discussed. Sample letters and forms were submitted. For the police dept., a ride around waiver was created and submitted. Sewer contracts are being looked into. Mr. Crotty moved to accept the solicitor's report; Mrs. Lewis seconded. Motion carried. Mr. Willis reported the video review of Lake Cliff sewers was continuing and inefficient sewer sections were being identified. Mrs. Lewis moved to approve the report; Mr. Loftus seconded. Motion carried. Mrs. Lewis moved to pay the bills; Mrs. Rodemaker seconded. Motion carried.
4. Township Resident Comments. J. Parker asked about the sewer customer service charge. Mr. Crotty explained a letter went out with the last bill explaining the two charges. The rate consists of an EDU charge and a usage charge. Mr. Willis explained that the previous billing method was one charge based on water meter usage. The new structure breaks the charge into fixed and variable costs. The fixed cost, or customer charge, is regardless of how much is used. It is the fixed cost the township must pay to keep the system. The variable charge is based on the amount of water usage. The customer service charge goes to the township. C. Lewis previously gave the emergency operations plan to the commissioners; the township is to designate a deputy.
5. Minutes of 2/13/12. Not discussed.
6. Resolutions. Mrs. Lewis moved to approve Resolution 2012-12 declaring tractor attachments as surplus property for sale; Mrs. Rodemaker seconded. Motion carried. It will be posted on the bulletin board. Mr. Crotty moved to approve Resolution 2012-13, authorizing the president as a signer for pension accounts with Allegheny Financial Group; Mrs. Rodemaker seconded. Motion carried.
7. Executive Session, Reopening of 2012 Budget Concerns. Discussed later.
8. Civil Service Regulations Update. Mr. Loftus reported it was recommended to change the probationary period for all new officers from six months to one year. Mr. Loftus moved to make this change in Civil Service regs; Mrs. Rodemaker seconded. Motion carried.

9. Hiring of Substitute Crossing Guards. Mr. Loftus said it was tabled until the next meeting.

10. Animal Officer. Mr. Crotty reported on his conversation with Mr. Lewis regarding the positions of Dog Control Officer and Emergency Management Coordinator. Regarding the dog officer position, the salary was increased to \$3,000. Originally it was a combination of the 2 positions meant to address an approximate amount of time / effort that would go into the jobs. EMA has significant responsibility involved on many levels. In the first year, he developed and amended the Emergency Operations Plan (EOP), taking the entire year. The EOP breaks down all potential types of emergency management scenarios and what type of response is advised or required. EMA does not replace Fire / Police but EMA's responsibility is more reserved for after emergencies. EMA's role entails more of working with PEMA / FEMA after the advent of disasters or significant emergencies and the money affiliated with reimbursement needed to make the necessary repairs post-event. If there is no plan or manager you do not get the money. A great deal of time goes into training and study required to receive and maintain certifications required of the position. Currently, Mr. Lewis is up to date regarding all PEMA compliance regulations and is in the process of continuing to comply with the 3 year training requirements. In 2012, the EOP will again require revision so there will be a lot of work. Anyone working with emergency mgmt. has to be NIMS certified which is not difficult. Rather it is the quarterly training and continuing education that takes time and effort. Regarding the dog officer, the difference in pay is about hearings. Mr. Loftus asked what the board felt of a base rate of \$200/month with a 3% increase this year on the base rate. Mr. Loftus moved; Mr. Crotty seconded. Motion carried 3-0 with Mrs. Lewis abstaining due to a family relationship.

11. Emergency Management Pay Raise. Mr. Crotty said it was \$3,750; Mr. Lewis noted this year's budget was \$5,000. Mr. Crotty said the position has a standard amount of work to maintain certifications to stay within the guidelines and with training requirements. Mr. Crotty moved to follow through with the previous raise to \$5,000/year; Mr. Loftus seconded for discussion. Mr. Loftus said it was not the type of job that just anyone can do but would like to see it at \$5,000 next year and suggested splitting the difference. Mrs. Lewis said an amount of responsibility was shown. Motion defeated 1-2 with Mr. Loftus and Mrs. Rodemaker voting no and Mrs. Lewis abstaining due to a family relationship. Mr. Loftus moved to split the difference as of January 2012; \$1,250 is the difference; split in half as of January 1st and as of 1/1/13 it will go to the \$5,000 mark; Mr. Crotty seconded. Motion carried 3-0 with Mrs. Lewis abstaining due to a family relationship.

12. Community Coordinator. Mr. Loftus said community service hours would no longer be done at the township as a person had to be paid to watch.

13. Newsletter Correspondent. Mrs. Lewis moved to hire H. Stempka; Mrs. Rodemaker seconded. Mr. Loftus said at \$2,500/year. Mrs. Lewis added it would include a business directory with sponsors. Motion carried. Atty. Nietupski said Mrs. Armstrong voted yes.

14. School Walkability Project. Mr. Crotty said a grant was available to study various routes to school to determine the safest, provide education for teachers and families, class study of proper nutrition and exercise, and promote walking to school. The information was given to the School Board.

15. Sewer Bills. Mr. Crotty said it was discussed earlier but he spoke with Erie Water Works about the billing cycle and waiving late fees for the first billing. They are to get back to him.

16. Teker Park Project. Mr. Crotty said the township turned down the grant project but have since spoken with PennDOT and Seaway Trail officials. The grant is \$190,000 with 20% match but we can suggest a target number and our match, such as \$30,000. We can look at the design as to what to remove from the design without compromising the project in order to cut costs. Does the board have a figure of what might be reasonable to continue this project? He reviewed design elements. Mr. Willis noted it was a national grant and the only one in the State. The township participated in the original study and space for lift station storage was identified and the improvements shifted away from it. The room by the lift station is ample to do the work without affecting the improvements. Mrs. Rodemaker noted that upon receipt of the grant there is five years to do the project. Mr. Loftus asked if they should get back to him with a number and Mr. Crotty noted the next conference was 3/8.

17. Code Enforcement Officer and Zoning Administrator Positions. Mrs. Lewis moved to appoint A. McCall for Code Enforcement Officer; Mr. Crotty seconded stating that there were good candidates. Motion carried 4-0 with Mr. Loftus abstaining. Atty. Nietupski said Mrs. Armstrong voted yes. Mrs. Lewis moved to appoint M. Kukla as Zoning Administrator; Mr. Crotty seconded. Atty. Nietupski said Mrs. Armstrong votes yes. Motion carried 4-0 with Mr. Loftus abstaining.

Mr. Loftus recessed to executive session at 6:00 p.m. for a personnel matter and reconvened the meeting at 6:37 p.m. Mrs. Lewis moved to adjourn; Mrs. Rodemaker seconded.

Meeting adjourned at 6:38 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

March 13, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, Commissioners J. Crotty and J. Rodemaker, Engineer G. Willis, Solicitor G. Nietupski, Police Chief J. Morell, Twp. Secretary C. Gathers. VP Armstrong and Commissioner Lewis were absent.

Visitors: H. Martz,, D. Chilcot, G. Andersen, S. Hammond, J. Wakeman, L. Majewski, A. Kozmain, K. Walls, R. Walls, R. Burick, E. Prather, H. Prathers, D. Papeson, M. Papeson, H. George, H. Perkins, T. Bernatowicz, B. Bernatowicz, L. Duda, T. Duda, E. Crowther, D. Vrenns, T. Barlett, G. Gruenwald, K. Beaner, P. Kreger, G. Bruch, T. Bruch, D. Smith, C. Gebhardt, N. Wilson, D. Downs, D. Durst, D. Sprezian, R. MacCabe, T. Baer, C. Boddorf, C. Curtis, M. Cumming, D. Sitter

1. Scott Maas, Director, Erie County Assessment. Mr. Maas said the Assessment Office sets the value of taxation. The fair market value (FMV) is placed on properties as of the day of valuation. The homeowner is involved in the process and can meet with an assessor. The office trended about 35,000 sales since 2003 and used about 6,000 proven to be fair transactions and these are used to determine value of property that was not sold. This reassessment is done in-house with a staff of 23 at a lesser cost and involvement with realtors.

A question asked is how your reassessment can go up and taxes down. State statute in the year of reassessment states that taxing bodies can adjust their budget up to 10% without going to court. The adjustment owners see on their assessment statement shows an increased value of 25% for the entire county; then the County adjusts its millage down 25% to be revenue neutral. When someone's value goes up and taxes drop it means someone else was under assessed.

H. Martz discussed that lower millage was only for one year, land and house value not listed separately, row home cannot be sold for what valued. Mr. Maas explained that every millage rate was for one year. The land and building was not broken out because the value is taxed the same. If there is disagreement with the value contact the assessment office for an informal interview with an assessor. They will explain it and show what to do if someone wants to appeal.

P. Kreger discussed his assessment doubling, cannot sell house for assessment, his county taxes up 65% and not 10%. Mr. Maas clarified that tax authorities' budgets cannot exceed 10% and he should schedule an informal appeal to review his assessment.

J. Van Dyne discussed listing new assessments with the old on the website. Mr. Maas said the new assessment will be on the site after March 24th. People should look at sales for comparable. The assessment office values are coming from sales.

P. Stepnowski discussed the 10% increase, school district, comps. Mr. Maas explained that he could not speak for the school district and they should be contacted. The two approaches used for assessment are cost replacement and market. The County assessors are trained and certified.

J. Bond asked how to expedite the process. Mr. Maas replied to schedule a meeting with an assessor. The value the owner determines needs to be legal and common sense. Take photos,

information on sales; comparable assessments do not work. The assessors cannot adjust based on other assessments but have to adjust on sales or other things which would give value to a property.

E. Prather discussed 25% increase, housing market down, tax delinquent properties, what get for tax dollars, reassessment not done in Crawford County. Mr. Maas explained that 25% was the average increase across Erie County. Repossessions were eliminated and they tracked sales that were valued. Large urban areas saw very large growth but Erie County only 2-3% increases. The county-wide 25% increase is due to those under assessed last time, not just sales.

B. Wittenberg discussed his informal meeting, 2010 general assembly recommendations, determining assessment, website data. Mr. Maas suggested owners at their hearing request the MK127 list of comps used to set the value if the property was set under FMV. Replacement cost valuing is looking at the cost to replace everything and then depreciate it. He will speak with the County about having both the old and new values on the website. Mr. Loftus asked if the School Board can go over 2.5%; Mr. Wittenberg did not know. Mr. Maas said for an informal meeting, people had to contact the office by April 2nd.

R. Brown discussed property depreciation and reassessment when rebuilt. Mr. Maas said construction costs were important and she should contact the office.

C. Sobczak discussed the effects of home improvements. Mr. Maas spoke about replacement cost factoring and using sales to determine market value.

A visitor discussed unbuildable property, new home built last year and reassessed higher. Mr. Maas said they had aeriels to determine whether buildable, but cannot determine whether buildable due to zoning, etc., but he could provide information to the assessor. When the home was assessed last year, the rates used were from 2003. For FMV, sales from 2002 were used because County Assessment cannot use present day values unless there is a reassessment.

J. Lane discussed recent home purchase, board of appeals. Mr. Maas asked he contact him and for arding the house sold in 2008, Pa. law does not allow County Assessment to back into a sale; they cannot put the assessment at the sale price. People will get the results of the informal meeting by July 1st. If not acceptable, then people can file an appeal to the Board; the cost is \$50.

A visitor asked about a house photo on the website; Mr. Maas said if inaccurate to contact the office.

A visitor discussed separate assessment due to separate deeds. Mr. Maas said the value is set on the vacant or split lot and advised putting the lots together on one deed as two lots are being assessed for two building sites.

B. Roberts discussed inability to attend a meeting, cannot sell home for assessment value, meetings over the phone. Mr. Maas discussed the informal meetings as listed on the notice.

Mr. Loftus recessed the meeting at 8:30 p.m. and reconvened at 8:38 p.m.

2. February Reports: budget, police, code enforcement, fire, dog officer. Atty. Nietupski reported the sewer billing collection contract was reviewed and he spoke with Erie Water Works. He spoke

with the zoning administrator and the only issue is being worked on. There is a \$250 claim from a sewer back up. He recommended that if we are responsible for the back up to pay it. He will check with the contractor. The board adopted a plan at the last meeting. The Fire Dept. ninety days are up this week; Mr. Loftus noted a hearing was coming. Ordinance review is on-going to ensure consistency with twp. law. Mr. Willis reported on video review of sewers to identify deteriorating sewers. EWW will be giving their requirements for the meters and back flow preventers at the lift stations. Mr. Crotty moved to accept reports 2A-C; Mrs. Rodemaker seconded. Motion carried.

3. Payment of Bills. Mr. Crotty moved to pay the bills; Mrs. Rodemaker seconded. Motion carried.

4. Resident Comments. C. Bauer discussed code enforcement doing more. Mr. Loftus said code enforcement was going to send out one letter only before going to the district justice.

5. Minutes of February 13, 2012, February 28, 2012. Mr. Crotty moved; Mrs. Rodemaker seconded. Motion carried.

6. Resolution 2012-14, Enact Ordinance 516-12, Sexually Oriented Businesses. Mr. Crotty moved to approve Resolution 2012-14; Mrs. Rodemaker seconded. Mr. Crotty, aye; Mr. Loftus, aye; Mrs. Rodemaker, aye. Motion carried. Atty. Nietupski said Mrs. Lewis votes yes as well.

7. Hiring of Substitute Crossing Guards. Mr. Loftus said applications were received from Ms. Roberts and Ms. Roda and moved to hire these two. Mr. Crotty said there was a third applicant. Mr. Loftus moved to include Ms. Houser; Mr. Crotty seconded. Motion carried.

8. Emergency Operations Plan, Emergency Service Requestor. Mr. Loftus volunteered to be listed as one requestor but asked if someone else wanted it due to his residence change. Mr. Crotty volunteered. Mr. Loftus moved this board appoint Mr. Crotty, fire chief and Mr. Lewis to the EOP service requestor; Mrs. Rodemaker seconded. Motion carried.

9. Code Enforcement Salary. Mr. Loftus said we were in ballpark with what other townships do with code enforcement but he did not want a gas allowance. Atty. Nietupski said Mrs. Lewis' position is \$6,500 salary with no fuel allowance. Mr. Loftus wanted someone new to prove himself. Mr. Crotty moved to increase to \$6,000/yr. with no fuel; Mrs. Rodemaker seconded. Motion carried. Atty. Nietupski said Mrs. Lewis votes yes.

10. Teker Park. Mr. Crotty said he and Mrs. Rodemaker participated in a conference call with State officials regarding the grant. This would make LP a gateway and have informative panels. Mr. Willis said a PennDOT field scope view was requested. Mr. Crotty said they were looking at design and scaling back the project while maintaining the scope with a match closer to \$30,000.

11. Spring Clean Up. Mr. Crotty announced it was 5/12, from 8 a.m. to 11 a.m., at the Water Street location.

12. Napier Park Project. Mrs. Rodemaker reported that the Study Committee reviewed ideas involving Emerson field improvement, Napier parking access, steps, pavilion, soccer field, pedestrian bridge and generating revenue. Mr. Willis will send a prior bridge survey. Mrs. Rodemaker said there would be two advertised meetings. Mr. Loftus said GE may help with bridge repairs. Atty.

Nietupski said the problem was GE ownership of land. Using public funds requires clear title on both sides. Mr. Loftus said Priestley field was rocky and to take equipment through to bring it up to snuff.

13. Park Hours. Mrs. Rodemaker said applications were being taken for the summer staff. Possibly there would be activities on Wednesday evenings, too. Possible activities include hot dog roasts, pony rides, hay rides, movie night.

14. Concerts in Beute Park. Mrs. Rodemaker reported getting different bands for Wednesday evenings was on-going.

15. July Fourth Parade and Activities. Mrs. Rodemaker reported on the bike parade and the parade at 2 p.m., then the Party on Main. S. Cadwallader said they were looking at a main stage and bigger acts.

16. Maintenance Tools. Mrs. Rodemaker asked for approval to get some tools. Atty. Nietupski said to give him a list for at auction. Mr. Loftus said you have Board approval for that.

17. Removal of Trees. Mr. Baer said they have a top ten to take down and a plan to trim all trees. Sections 1 and 2 will be \$3,500 to prune and trim. The other two sections will cost \$1,500 each. The Code Enforcement Officer wants a tree at 1051 Priestley removed. The homeowner will not take care of the sidewalk unless the tree is taken care of. The tree commission wants to plant after trimming everything. They want to plant on the owners' property and the township will prune and trim the trees. He discussed a Tree Vitalize grant and discussing with GE to clean and green Four Mile Creek. He asked about going forward and Mr. Loftus said if he has the money and it has to come down. Atty. Nietupski said no board vote was needed; it was his budget. Mr. Baer said Mr. Pound, Tree Commission, has a business and wanted to do the work. Mr. Loftus asked if he wanted to bid on the work. Atty. Nietupski did not see an impediment having him do the work. Mrs. Rodemaker asked Mr. Baer to keep her notified.

Mrs. Rodemaker discussed Russel Standard's request for an office trailer at the Emerson Field parking lot when working for PennDOT. They will need to provide a certificate of insurance to the township. Atty. Nietupski recommended agreeing to lease if township property. Mrs. Rodemaker moved to authorize the solicitor to ensure ours and enter into a simple lease with them for \$600/month; Mr. Crotty seconded. Motion carried.

Mr. Loftus suggested the board take a stand against the reduction in the district justices in Erie County and recommended a letter to whoever has control over this that the board wishes to challenge the reduction. Mr. Loftus moved; Mr. Crotty seconded. Motion carried.

Mr. Crotty moved to adjourn; Mrs. Rodemaker seconded.

Meeting adjourned at 9:44 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

March 27, 2012

4230 Iroquois Avenue

Present: Commissioners J. Crotty, R. Rodemaker and S. Lewis, Solicitor G. Nietupski, Secretary C. Gathers.

President Loftus and VP Armstrong were absent.

Visitors: D. Falk, C. Curtis, A. McCall

Mr. Crotty called the meeting to order.

1. Reports. Mrs. Lewis moved to approve the February treasurer's report; Mrs. Rodemaker seconded. Atty. Nietupski, regarding the lawsuit, said a status report was held with the judge and he will sign the order. The CPA report is different than the outcome. A new ordinance will be developed and the board is to give him their thoughts. He discussed zoning issues with the administrator. With board approval he will speak with Russell Standard about a lease agreement for the parking lot. Mr. Crotty moved to authorize him to feel free to further pursue this issue with Russell Standard who hopes to rent space on Emerson Field area; Mrs. Lewis seconded. Motion carried.

2. Bills. Mrs. Lewis moved to pay the bills; Mrs. Rodemaker seconded. Motion carried.

3. Resident Comments. A. McCall discussed houses requiring numbers on front and back. Mrs. Lewis noted he would be sending out letters and speaking with people.

4. Mrs. Lewis moved to approve the 3/13/12 minutes; Mrs. Rodemaker seconded. Motion carried.

5. Mr. Crotty explained Resolution 2012-15 outlined the consultant selection process, set up a Selection Committee, and the consultant will design the project for Teker Park. He nominated Mrs. Rodemaker and Mrs. Armstrong as the other members on the committee. Mrs. Lewis moved to approve Resolution 2012-15; Mrs. Rodemaker seconded. Motion carried.

6. Fire Dept. Ordinance. Discussed earlier.

7. Napier Park Camera. Mrs. Rodemaker discussed camera installation to deter vandalism and other activity. She asked for comments on obtaining cameras and posting signs. It was suggested the school district may have extra cameras. Mr. Crotty suggested also trail tracking cameras and Mrs. Lewis, adding cameras at Lake Cliff as well. She asked Mr. Vitale to keep on top of the recycling.

8. Emerson Field. Mrs. Rodemaker wished to redo the sign and suggested paying half the cost of benches for the soccer team. The building needs cleaned and the soccer team suggests splitting half the building space with GE. She will speak with GE. Mrs.

Lewis recommended waivers that the township is not responsible for soccer team storage items. Mrs. Rodemaker will ask GE if they wish to contribute toward lockers.

9. Memorial Day. Mrs. Rodemaker did not have information at this time.

Mrs. Lewis said ID badges will be provided for code, zoning and maintenance. She spoke with code enforcement about working with people and being out in the community. Mr. Crotty, due to work conflict, asked Mrs. Lewis to attend the MPO meeting.

Mrs. Lewis moved to adjourn; Mrs. Rodemaker seconded.

Meeting adjourned at 5:25 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

April 10, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, VP M. Armstrong, Commissioners J. Crotty and J. Rodemaker, Engineer G. Willis, Chief J. Morell, Solicitor G. Nietupski, Secretary C. Gathers. Commissioner S. Lewis was absent.

Visitors Signed In to Speak: T. Baer

Visitors: H. Perkins, J. Armstrong, D. Durst, C. Boddorf, D. Falk, A. McCall

1. March Reports. Mrs. Armstrong moved to approve: police, dog officer, budget, code enforcement; Mr. Crotty seconded. Motion carried. Atty. Nietupski reported that the Judge's Order ended the legal suit with the Fire Dept. Minor details have to be finalized and ordinance passed. The legality of the previous ordinance is being investigated. He got a tool box and tools for \$773.50 and asked to the board to authorize payment. Mrs. Armstrong moved to accept his report and pay him; Mr. Crotty seconded. Motion carried. Mr. Willis reported utility clearance forms were being collected for the school zone project. Tentative let date for bids is August. Regarding MS-4, storm water outfalls are monitored and the township has an NPDES permit for discharges. By September the township has to renew the permit or apply for a waiver based on the small number of discharges. With the waiver the township still has to monitor the outfalls and educate but the permit is less specific.

Mr. Willis, regarding the Teker Park project, stated that after meetings it was determined elements could be reduced in scope and bring the match cost around \$30,000. As moving forward, PennDOT raised issues such as reapplying to FHWA and scope modification. After discussion today the county recommends the township proceed by not asking for scope modification and PennDOT provide a reimbursement agreement in the original grant. Then during design make the modifications and quality of materials to keep cost in line with what the township wants. The grant would be \$156,000 and 20% match around \$39,000. When in place hire a consultant to do the design and bid project. Final amount is only on what the contractor built for the cost. LP has the ability to control costs when working with the consultant.

Mr. Crotty said reapplication could be turned down. Mrs. Armstrong asked if the design consultant was paid? Mr. Willis said when first turned down the township had to pay but through the County's efforts they convinced PennDOT design was included. 20% is the township's only cost. Mr. Crotty clarified that the initial idea to change the scope may result in not getting the grant; we can proceed with original design. Mrs. Armstrong asked if still parking on the road and Mr. Crotty said they would talk to the designer. Mr. Willis explained they had a conceptual plan used as basis to get the grant. There has to be a design done according to PennDOT standards. Mrs. Armstrong was concerned about parking on E. Lake and the area not level. Mrs. Rodemaker said when the grant is secured then there will be a little more flexibility. Mr. Willis said there is not a good cost estimate until designed. Mr. Loftus asked if there should be a motion and Mr. Willis did not think so but to let the dept. know you are willing to enter into a reimbursement agreement. Mr. Crotty moved to accept the report; Mrs. Armstrong seconded. Motion carried.

2. Mr. Crotty moved to pay the bills; Mrs. Rodemaker seconded. Motion carried.

3. Comments. None.

4. Mr. Loftus moved to accept the 3/27/12 minutes; Mrs. Armstrong seconded. Motion carried.

5. Conference Presentation. Mr. Loftus reported he and Mrs. Rodemaker attended. The Emergency Management Coordinator requested an assistant and Chief Morell agreed to assist. Regarding public works, he discussed the costs of snow plowing; a \$65/70 charge and they travel in tandem. The recycling cost is \$60,000 and no material is received. We could pick up twice a month with two employees. We also contract for services provided by Bliley. The idea is two employees to start at \$10/hr. for public works. There were concerns when the recycling market bottomed out but he would contract with a recycling center and the township does not have to do it because of its smallness. There are ways for us to get out of it. He talked to Wesleyville last year about borrowing their items. Mr. Crotty said he approached Wesleyville on a similar idea for grants. Mrs. Armstrong thought the township received a percentage back for recycling. Mr. Loftus said we could get away with \$45,000 cost with two employees and save \$140,000. We have one dump truck and can buy two more dump trucks at \$16,000 each. These are the startup costs and the plow would be extra. Mr. Crotty noted that different sizes of trucks are required. Mrs. Rodemaker asked when this would be implemented. Mr. Loftus said this was the time. Atty. Nietupski said hiring an employee involves roll up costs which conservatively are 40%.

6. Fire Hall. Mrs. Armstrong reported that the fire hall needed a new roof and moved to submit for bids to put a roof on the fire hall truck bay and ambulance; Mr. Loftus seconded. Mrs. Armstrong said the Fire Dept. had a roofing company look at it. Mr. Willis explained there was a grant application while back and he will send it. Atty. Nietupski asked it be sent to him. Motion carried 3-0 with Mr. Crotty abstaining due to a family relationship.

7. Teker Park. Mr. Crotty reported an Erie MPO meeting was later this month and the Teker project would be put on the transportation plan but he and the alternate could not attend. He suggested that Urban Engineers represent the township for this meeting and moved that Charity Stover, P.E., Urban Engineers be the second alternate for the MPO; Mrs. Armstrong seconded. Motion carried.

8. Napier Park. Mrs. Rodemaker reported that the consultant did a walk around the park area, looked at ADA accessibility and pavilions. A public participation meeting is scheduled for May 7th at 6:30 p.m. to get input. Community involvement is needed.

9. Trees. Mrs. Rodemaker said two trees were cut down for \$2,600. As of 5/1 they will begin trimming and pruning. Mr. Loftus said they would send her to a grant writing class. Atty. Nietupski will find out from Gannon. Mrs. Rodemaker asked vandalism be reported to the police.

Mr. Loftus will attend the comm center meeting and Mrs. Rodemaker the ECATO meeting. Mr. Loftus moved to appoint Mrs. Rodemaker as the second alternate to ECATO; Mr. Crotty seconded. Motion carried 3-0 with Mrs. Rodemaker abstaining. Mrs. Armstrong brought a concern of no flagpole at the ball field; school and township should get together.

Meeting adjourned at 7:57 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

April 23, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, VP M. Armstrong, Commissioners J. Crotty, R. Rodemaker, Solicitor G. Nietupski, Secretary C. Gathers. Commissioner S. Lewis was absent.

Visitors Signed to Speak: P. Iobst

Visitors: J. Armstrong, C. Curtis

1. Mrs. Iobst, Twp. Representative to Erie County Planning Commission. Mrs. Iobst reported on the recent meeting. The Erie County Hazard Mitigation Plan needs adopted by the township by March 2013; if not, the township would not be eligible for funding. The Commission also reviewed Act 13 about unconventional gas wells as a planning and zoning code for boring in Marcellus shale. The county passed an ordinance so the township does not have to do so. Mr. Loftus asked if it had to be advertised and Atty. Nietupski said yes. Mr. Loftus said it would be on the next agenda. Mr. Crotty moved to accept Mrs. Iobst's report; Mrs. Armstrong seconded. Motion carried.

2. March Reports. Mr. Loftus moved to accept the fire dept. and treasurer report; Mrs. Armstrong seconded. Motion carried. Atty. Nietupski said there were no new significant issues.

3. Township Resident Comments. None.

4. Minutes. Mrs. Rodemaker moved to accept the 4/10/12 minutes; Mr. Crotty seconded. Motion carried.

5. Resolution 2012-16, Teker Park Project, Approval of Consultant Selection Process Update. Mr. Crotty explained there were changes to advertising requirements. Mr. Crotty moved to adopt; Mrs. Rodemaker seconded. Mr. Crotty, aye; Mr. Loftus, aye; Mrs. Armstrong, aye and Mrs. Rodemaker, aye. Motion carried. Mr. Crotty, regarding the School Zone Project, reported the technical price proposal would be submitted to PennDOT to keep it moving forward.

6. Personnel Issue. Mr. Loftus moved to accept the resignation of Officer O'Connell; Mr. Crotty seconded. Motion carried.

7. Bids for Fire Hall Roof. Mrs. Armstrong reported the fire chief stepped down for personal reasons and Andrew Cadwallader will be the fire chief and Joe Crotty, assistant chief, who will hold classes. Atty. Nietupski said he would be interested in sponsoring a township sign. Mr. Loftus moved to put Doug Olson in the vacancy on the Planning Commission; Mrs. Armstrong seconded. Motion carried 3-0 with Mr. Crotty abstaining as he did not know him. Mr. Loftus moved to participate in the hazardous mitigation plan after the lawyer has chance to read that; Mr. Crotty seconded. Motion carried. Mrs. Armstrong moved to put out for new boilers; Mr. Crotty seconded. Motion carried. Mrs. Armstrong asked for a letter to the engineer to have specs for the next meeting.

Mrs. Rodemaker asked about a downed tree and Atty. Nietupski said she had a right to get it done as it was an emergency. Regarding responsibility, Atty. Nietupski said the homeowner would be responsible

if the homeowner's tree. He thought it should be paid and if we have to surcharge someone, we will. He will give guidance. The sidewalk is not the township's responsibility.

Mrs. Armstrong moved to adjourn; Mr. Crotty seconded.

Meeting adjourned at 5:25 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

May 8, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus, VP M. Armstrong, Commissioners J. Crotty, S. Lewis and J. Rodemaker, Solicitor G. Nietupski, Secretary C. Gathers

Visitors Sign to Speak: J. Parker

Visitors: H. Perkins, J. Armstrong, C. Curtis, C. Smith, K. Marini, B. Jackson, C. Boddorf, F.R. Cadwallader, D. Falk, J. Mason, A. Mason

1. Zoning Report. Mr. Kukla, Zoning Administrator, explained he began the position at the end of February. In March/April eight permits for over \$30,000 construction projects were issued. It included new garages, shed, fences, mud room and swimming pools. He met with BIU to discuss coordination with their office and with GE about their upcoming projects. Office hours are Tuesdays and he takes calls during the week.

2. Reports. Mrs. Lewis moved to approve April reports: zoning, budget, dog enforcement, code enforcement and zoning's March and April report: Mrs. Armstrong seconded. Motion carried.

Atty. Nietupski reported that ordinances were being codified and should be done soon. The Teker Park reimbursement agreement was okay to sign. Pres. Loftus read Resolution 2012-19 authorizing signing. Mrs. Armstrong moved to approve Resolution 2012-19; Mr. Crotty seconded. Mr. Loftus asked if the board should be polled and Atty. Nietupski said they did not. Motion carried 5-0. Atty. Nietupski spoke with Mr. Willis regarding the fire hall roof. It was recommended to seek bids for a 40-year roof. There are options for shorter terms but longer would not add too much cost to the project. Mrs. Lewis asked if the roof would be taken down to bare bones and Mr. Willis said the structural engineer looked at the supporting members which were in good condition. It is recommended to uncover to look at the sheeting. Mrs. Lewis moved to seek bids; Mrs. Armstrong seconded. Motion carried 4-0 with Mr. Crotty abstaining due to a family relationship. Mr. Crotty moved to accept the solicitor's report; Mrs. Rodemaker seconded. Motion carried.

Mr. Willis reported the school zone sign project plan and specs were submitted to PennDOT who will advertise and bid the project. Streets for resurfacing were submitted. The specs for replacement of the boiler are being completed. They met with DEP and County Health Dept. regarding Chapter 94 on the sewer system. They were happy with the Township's progress in maintaining and upgrading the system. Mr. Crotty moved to accept the report; Mrs. Armstrong seconded. Motion carried. Mrs. Armstrong moved to pay the bills; Mrs. Lewis seconded. Motion carried.

3. Township Resident Comments. J. Parker questioned the liability for a paid firefighter volunteering with the Township dept. Mrs. Armstrong said he could be a firefighter anywhere. Mr. Parker asked if the solicitor could review and Mrs. Armstrong said yes; it was talked about and was not an issue. J. Kaliszewski asked Mr. Loftus about his residency; Mr. Loftus said Lawrence Park. The house closing was in the paper but it is legal you can also have occupancy of it until the other owner takes it. Atty. Nietupski said residence is where you live, get mail and answer the phone. If so, then his residency. A visitor asked about the police dept. being cut and Mr. Loftus had not heard that. Atty. Nietupski said it

had not come up on this board. Mrs. Lewis said the rumors were not a consensus of the board and had not been discussed or voted on. She had the utmost respect for the police.

4. Minutes of April 23, 2012. Mrs. Lewis moved to approve the minutes; Mrs. Rodemaker seconded. Mr. Loftus corrected no. 6, "office" to read "officer". Motion carried.

5. Act 13, County Ordinance for Unconventional Gas Wells. Mr. Loftus moved to advertise this ordinance done by the county; Mrs. Armstrong seconded. Motion carried.

6. Wesleyville, Exchange of Police Services. Mr. Loftus spoke with the Chief and it is being taken care of. He asked if action was needed and Atty. Nietupski did not believe so.

7. CZM Alternate Appointment. Mrs. Rodemaker volunteered and Mrs. Lewis moved to appoint her; Mr. Crotty seconded. Motion carried 4-0 with Mrs. Rodemaker abstaining.

8. Fire Hall Roof Report. Previously discussed.

9. Resolution 2012-18, Charge for Recycling Cans and Lids. Mr. Crotty said previously the board discussed setting the price at \$10 for a can and \$2 for a lid with the rest of the cost absorbed by the township. Mr. Armstrong moved to approve Resolution 2012-18; Mrs. Rodemaker seconded. Motion carried.

10. Street Resurfacing. Mr. Crotty reported on the recommended streets for the project. The project will be about 7200 sq. ft. for the budget amount. He asked the others to let him know of any comments. Mr. Loftus had a policy to contact the code enforcement officer in order to check it immediately.

11. Computer, Budgeted Replacement of Old Equipment. Mrs. Lewis reported the server was 6 years old and replacement was budgeted. By purchasing through Costars \$1,400 was saved off the initial quote. Disaster recovery will be part of the back-up option. The PO was sign to get it accomplished.

Mr. Lewis asked Mr. Loftus, as his house was sold and there was concern from residents, that if he was going to resign to let them know so they can get set for the new person coming in. Mr. Loftus said there would be a phone call or letter to that affect. There was no way he would allow the township to be without a person especially with a newer board.

Mr. Crotty moved to adjourn; Mrs. Armstrong seconded.

Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

4:45 p.m.

May 22, 2012

4230 Iroquois Avenue

Present: Pres. T. Loftus arriving at 5:03 p.m., VP M. Armstrong, Commissioners J. Crotty, J. Rodemaker arriving at 4:53 p.m., and S. Lewis, Solicitor G. Nietupski, Secretary C. Gathers

Visitors Sign to Speak: None

Visitors: P. Ogden, C. Boddorf, J. Armstrong

1. Reports. Mr. Crotty moved to approve the Treasurer's April report; Mrs. Lewis seconded. Motion carried. Atty. Nietupski reported the fire hall roof would be advertised and specs forthcoming from the engineer. PA law was reviewed as to the fire chief volunteering in addition to a full-time job. He did not see any reason why he could not serve and maintain a full-time job elsewhere. Mrs. Rodemaker arrived at 4:53 p.m. Regarding the fallen tree claim he submitted a memo of law. The township is not responsible unless it is their tree or fault it fell. This includes both sides of the sidewalk. Mrs. Rodemaker asked if quick decisions could be made on removing a fallen tree? Atty. Nietupski said yes. Erie Water Works had concerns with meters and twp. usage. He will look at our agreement and saw another one being created. He will meet with EWW next week. Gannon University will work with the Township on grants but needs to know what grants commissioners were seeking. Mrs. Armstrong mentioned a weather siren may need to be obtained. Mrs. Lewis asked if she needed help and Mrs. Armstrong said EMA was working on it. Atty. Nietupski submitted a proposed resolution for the County passed oil and gas ordinance and suggested voting on it at the June 26 meeting. Mrs. Lewis moved to advertise both the FD roof replacement and ordinance imposing the fee for gas wells located in the County; Mr. Crotty seconded. Motion carried. Mr. Crotty moved to accept the solicitor's report; Mrs. Lewis seconded. Motion carried. Mrs. Rodemaker moved to approve the bills; Mrs. Lewis seconded. Mr. Loftus arrived at 5:03 p.m. Motion carried 4-0; Mr. Loftus did not vote.

2. Township Resident Comments. None.

3. May 8, 2012 Minutes. Mr. Crotty moved to approve; Mrs. Rodemaker seconded. Motion carried.

4. Hiring of Park Employees. Mrs. Rodemaker interviewed applicants and recommended hiring Jeff Harvey as supervisor and Megan Martin, Caitlin Krahe and Caitlin Holland as staff. They and Mr. Vitale will have twp. shirts so parents know who are employees. Mrs. Lewis asked about the hours and Mrs. Rodemaker replied 10-4 p.m., they will rotate between the parks and have clearances. Parks will be staffed beginning June 11th but they will begin this week organizing and cleaning. Mr. Crotty moved to pay \$7.50 for new people and \$8.50 for the supervisor; Mrs. Lewis seconded. Motion carried.

5. Street Dances. Discussed later.

6. Memorial Day. Mrs. Rodemaker announced it will begin at 2 p.m. and listed the speakers. There will be 3 dances with synchronized lights. The twp. building parking lot will be blocked off for dances. Mr. Crotty asked for the time and Mrs. Rodemaker replied 8-11 p.m. Discussion ensued regarding times and locating to the rear parking lot. Mr. Crotty asked for the dates and she replied 6/15, 7/3 and 8/17. There will be a calendar of activities with the garden club, volley ball tournaments. Mrs. Lewis asked a letter be sent to the Garden Club for donating the plants.

7. Playground Opening. Discussed earlier.

8. Street Resurfacing Project. Mr. Crotty asked for a motion to advertise the street resurfacing project for bid. He and the engineer will meet for the final decision on streets. Mrs. Armstrong suggested putting Emmet on the patching list. Mrs. Lewis moved to advertise the street resurfacing project; Mrs. Rodemaker seconded. Motion carried.

9. Camera Project for Sewer Lines, Final Invoice. Mr. Crotty explained Red Zone Robotics submitted a final invoice for \$7,239.92 which was approved by the engineer. Mrs. Lewis moved to pay; Mrs. Rodemaker seconded. Motion carried.

Mrs. Jackson asked when was Mr. Loftus's last day as he did not live here. Mrs. Armstrong said she was allowed to speak at the beginning of the meeting and she did not speak. There was no more speaking at the meeting.

Mrs. Rodemaker moved to adjourn; Mr. Crotty seconded.

Meeting adjourned at 5:30 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

6:15 p.m.

June 12, 2012

4230 Iroquois Avenue

Present: VP M. Armstrong, Commissioners J. Crotty, J. Rodemaker and S. Lewis, Solicitor G. Nietupski, Chief J. Morell, Secretary C. Gathers

Visitors Sign to Speak: R. Gindlesperger

Visitors: C. Curtis, L. Frank, H. Perkins, D. Durst, J. Armstong, A. Warren, C. Boddorf, G. Boutwell, M. Cumming, G. Cumming, A. Mason, J. Mason, P. Iobst

1. Acceptance of Resignation. Atty. Nietupski said Mr. Loftus' resignation was tendered 5/28/12. Mr. Crotty moved to accept the resignation; Mrs. Rodemaker seconded. Motion carried.

2. Executive Session. Mrs. Armstrong recessed the meeting at 6:21 p.m. for a personnel matter. The meeting was reconvened at 7:00 p.m. Mrs. Armstrong read Mr. Loftus' resignation letter. Mr. Crotty moved to accept it; Mrs. Rodemaker seconded. Motion carried.

3. Reorganization. Atty. Nietupski said there was discussion as to who would assume Mr. Loftus' responsibilities as commissioner especially with respect to the police dept. An executive session was held and discussion at an open meeting is needed. Mrs. Armstrong said we are moving Mr. Crotty over to be in charge of the police dept. and the new person coming in will have sewers and streets. Atty. Nietupski said in the interim Mr. Crotty will take streets and sewers. No person is appointed. Mrs. Armstrong said we accepted applications until today. We will have meetings with them and at the next meeting will swear in the next commissioner. She asked if a vote was needed and Atty. Nietupski said no, they were just advising. Mrs. Armstrong asked about Mr. Crotty and Atty. Nietupski said they could; it was an internal matter. Mrs. Rodemaker moved to change Mr. Crotty's position on the board to be in charge of the police dept.; Mrs. Lewis seconded. Motion carried.

Mrs. Lewis asked as they did not have a president for the next meeting can they vote for a president to be sworn in the next meeting. Atty. Nietupski said they can if they choose to. Right now the VP acts in that capacity. Mrs. Lewis asked if they should vote for the president now. Atty. Nietupski said they do not have to, but can. Mrs. Armstrong said it was recommended they wait.

4. April Reports. Mr. Crotty moved to approve the budget; Mrs. Rodemaker seconded. Motion carried. Mrs. Lewis moved to approve the police report; Mrs. Rodemaker seconded. Motion carried. Mr. Crotty moved to approve the dog officer, code officer and zoning admin. reports; Mrs. Lewis seconded. Motion carried.

Atty. Nietupski reported ordinances were republished and the proposed ordinance required advertisement and could be voted on at the next meeting. Mr. Crotty moved to allow for advertising; Mrs. Rodemaker seconded. Motion carried. Atty. Nietupski said the insurance issues regarding the tree claim damage we are saying no. The EWW issues are ongoing on the EDU. They want better language. We are talking on a regular basis. Mr. Crotty moved to accept the solicitor's report; Mrs. Lewis seconded. Motion carried.

Mr. Willis reported paving bids were due 6/22, will be reviewed and the recommendation to the Board for the 6/26 meeting. Then the contract can be awarded. A motion was needed to advertise the fire hall roof project. The specs are being reviewed and will be ready to advertise early next week. Bids could be received before the July meeting and then awarded in July to get it underway. The specs are more involved than a roof on a house because of the PA State Code. There has to be insulation of certain amount, etc., fire code rating, PA prevailing wage. Mr. Crotty moved to advertise for the fire hall roof; Mrs. Rodemaker seconded. Motion carried. Mr. Willis said boiler replacement was an outgrowth of a previous study. He offered to sit down with the commissioner to bring him up to speed. Talk about what is involved and see where you want to go. Mr. Crotty will meet with him. Mr. Willis reported on Spaeder servicing Cunningham lift station. They bought spare parts to have in stock in case of problems. He will speak with the manufacturer on the work they did as the two-year period expired this spring.

5. Township Resident Comments. R. Gindlesperger discussed the mobile home park's sewer charges. Atty. Nietupski reported he was talking with EWW about defining EDU's. He will have an answer for this and the issue of two residences in a building. Mr. Crotty noted the sewer rate study and rate structure done.

6. May 22, 2012 Minutes. Mrs. Lewis moved to accept the minutes; Mrs. Rodemaker seconded. Motion carried.

7. Resolutions. Mr. Crotty moved to approve Resolution 2012-20, amended consultant selection process for the Teker Park project; Mrs. Lewis seconded. Motion carried. Mrs. Rodemaker moved to table resolutions 2012-23 through 2012-26. Mrs. Armstrong clarified beginning 2012-21. Mrs. Lewis seconded. Motion carried.

8. Block Party Request. Mr. Crotty received a request to close the 800 block of Rumsey on 6/23/12. Chief Morell noted other block parties have been held and had no problem with this one. Mrs. Lewis moved to accept the request for the block party; Mrs. Rodemaker seconded. Motion carried.

9. Handicap Parking Space Request. Mr. Crotty took it off the agenda.

10. School Zone Project. Mr. Crotty reported authorization to sign the Engineer's Agreement with Urban Engineers was needed for this project. Mrs. Lewis moved; Mr. Crotty seconded. Motion carried.

11. Township Invoice Approval Procedure for Interim Bills. Mrs. Lewis explained that occasionally a bill needed paid before the next meeting. The staff will contact whichever department head to get verbal approval or signature so the bill can be paid on time.

12. Server Installation. Mrs. Lewis asked for a report and Ms. Gathers stated the installation went well and the techs were finishing up a few small items. The new operating system also has a share point site which allows for easier sharing of documents between employees. Mrs. Lewis reported the website is also now accessible from smartphones.

13. Planning Commission. Mrs. Lewis reported Mike Karle requested appointment to the Planning vacancy. Mr. Crotty moved to accept Mr. Karle on the Planning Commission. Mrs. Iobst, Planning Comm., said he was retired and very knowledgeable. Mrs. Lewis moved to accept Mr. Karle; Mr. Crotty seconded. Motion carried.

14. Teker Park. Mrs. Rodemaker asked if Mr. Crotty had any comments. Mr. Crotty said as he had been involved when the process started, he was fine with continuing.

15. Street Dances. Mrs. Rodemaker announced a street dance for this Friday with DJ Ray Entertainment with music synchronized to lights. She asked the Chief if the police could periodically come around. Chief Morell said yes and could have an officer there at all times, if wanted. Mrs. Rodemaker asked if the fire dept. could provide a vehicle here and Mr. Perkins said Mrs. Armstrong could handle it.

16. Gazebo Summer Concert Series. Mrs. Rodemaker reported the first concert would be the following Wednesday with Airborn. Twinbrook will bring some residents.

17. Park Activities. Mrs. Rodemaker reported that the parks opened Monday with over 40 kids at Napier. Over 35 kids attended the hot dog roast at Lake Cliff. They are trying to keep activities fresh and the month of July is to promote recreation. There was a concern about older kids who were playing volleyball trying to keep younger children out of the park. The police will be contacted if it happens again.

18. Fourth of July Preparations. Mrs. Rodemaker announced that currently 44 participants were lined up and it is growing. Chief Morell said last year at a commissioner's request, vendors were to get solicitation permits from the police dept., and asked if it was to be done this year. Atty. Nietupski said it was not required and Mrs. Rodemaker asked where would township vulnerability lie. Atty. Nietupski said he did not see it. Chief Morell said there was a solicitation ordinance but it had not been done for the fourth of July. Mrs. Rodemaker noted the Party on Main group had vendor information. Therefore, the chief did not have to do it. Atty. Nietupski asked the business group address it by the next meeting and will speak with the chief.

Mr. Crotty moved to adjourn; Mrs. Rodemaker seconded.

Meeting adjourned 7:44 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

4:45 p.m.

June 26, 2012

4230 Iroquois Avenue

Present: Pres. J. Rodemaker, VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker arriving at 5:57 p.m., Solicitor G. Nietupski, Police Chief J. Morell, Secretary C. Gathers

Visitors: J. Armstrong, G. Andersen, C. Curtis, C. Boddorf, L. Frank, D. Frank, A. Warren

1. Resolution 2012-21. Mrs. Armstrong asked for a motion to appoint someone to the vacancy on the board. Mr. Crotty moved to appoint Pete Ogden as the new commissioner to take T. Loftus' place; Mrs. Lewis seconded. Mr. Crotty, aye; Mrs. Lewis, aye and Mrs. Armstrong, aye. Motion carried.

2. Oath of Office. Atty. Nietupski administered the oath to Mr. Ogden.

3. Solicitor's Report. Atty. Nietupski reported the Act 13, oil and gas, ordinance would be advertised this week and voted on 7/10/12. Regarding the sewer rate issue, there was a response to the person. Erie Insurance requests reimbursement for damages that are not the township's responsibility and he responded to them. Mrs. Armstrong asked if the claim issue was regarding the tree and the solicitor responded yes and the water issue.

Chief Morell asked to start the process to purchase a new cruiser. Cruisers have 90,000 miles or more on them. Mr. Crotty moved to allow the police chief to go ahead and pursue purchasing the vehicle as already budgeted; Mr. Ogden seconded. Motion carried. Mrs. Rodemaker arrived at 5:57 p.m.

4. Resident Comments. None.

5. June 12, 2012 Minutes. Mrs. Lewis moved to approve the minutes; Mrs. Rodemaker seconded. Motion carried 4-0 with Mr. Ogden abstaining as he was not here for the meeting.

Mrs. Armstrong asked for a motion for president. Mrs. Lewis said they have not had discussion with Mr. Ogden and asked if he wanted to be president. Mr. Ogden thought it should be one of them. Mrs. Lewis nominated Mr. Crotty as president; Mr. Ogden seconded. Mrs. Armstrong asked if there were other nominations; there were none. Mr. Crotty, abstain; Mrs. Lewis, aye; Mrs. Armstrong, aye; Mrs. Rodemaker, aye and Mr. Ogden, aye. Motion carried.

Mr. Crotty reported that Mr. Ogden would take the streets, sewers and sanitation departments. He asked if there should be a motion to reassign and the solicitor replied yes. Mr. Crotty moved that Mr. Ogden take over supervision of streets and sewers; Mrs. Rodemaker seconded. Motion carried.

6. Resolutions. Atty. Nietupski said Resolutions 2012-22 through 2012-26 authorizes the new president to sign on behalf of the Township. Mr. Crotty asked for a motion to approve Resolution 2012-22, Allegheny Financial Group for pension portfolios; Resolution 2012-23, Americo FCU; Resolution 2012-24, Northwest Bank for pension portfolios; Resolution 2012-25, Citizens Bank and Resolution 2012-26, Erie Bank. Mr. Ogden moved; Mrs. Lewis seconded. Mrs. Lewis, aye; Mrs. Armstrong, aye; Mrs. Rodemaker, aye; Mr. Ogden, aye and Mr. Crotty, aye. Motion carried. Mr. Ogden moved to approve Resolution

2012-27 enacting Ordinance 517-12, codified ordinances; Mrs. Lewis seconded. Mrs. Armstrong, aye; Mrs. Rodemaker, aye; Mr. Ogden, aye; Mr. Crotty, aye and Mrs. Lewis, aye. Motion carried.

7. Award 2012 Street Resurfacing Bid. Mr. Crotty reported three bids were received and Urban Engineers recommended the lowest bidder, McCormick Construction Company. Mrs. Rodemaker moved to accept McCormick Construction's bid and move forward with the 2012 street paving contract; Mrs. Lewis seconded. Mr. Crotty noted that it came in under budget. Motion carried.

8. Acceptance of Mr. Lewis' Resignation as Emergency Management Coordinator. Mr. Crotty explained the resignation was submitted and a letter of thanks would be sent. Mr. Crotty moved to accept the resignation; Mr. Ogden seconded with regrets. Motion carried. Mr. Crotty moved to advertise for the open position; Mrs. Lewis seconded. Mr. Ogden said the president can ask the secretary to advertise; Mr. Crotty withdrew the motion.

9. Street Closing of Nobel Avenue. Mr. Crotty stated it was requested to close a block of Nobel for a party. Mrs. Lewis noted it was between Smithson and Iroquois. Mr. Crotty moved to grant the block party request; Mrs. Armstrong seconded. Motion carried.

10. Six Month Review. Mrs. Lewis reported the 6-month reviews would ahead and an evaluation form would be given out.

11. Fourth of July Events. Mrs. Rodemaker reported there would be a bike parade starting at Lake Cliff at 10 a.m. Two bounce-a-lots, hotdogs, and a deejay will be at the playground. Parade line up is at 1 p.m. with the parade at 2 p.m., then the Party on Main followed by fireworks. There is a street dance on July 3rd.

12. Gazebo Concerts. Mrs. Rodemaker reported the first concert was held. She was researching promotional signs to purchase which could be moved to different locations as renting for the summer was \$380 or \$80/time. The next concert is 7/11/12. Mrs. Lewis asked it be listed on the website.

13. Mrs. Rodemaker met with the Pa. Fish & Boat Commission regarding working with Harborcreek Youth Services to assist the golf course in cleaning the fish passages. August 16-17 is being considered and more people from the community will be needed. Mr. Ogden asked about liability and Mrs. Rodemaker believed it fell on the PF&BC and golf club.

Mr. Crotty moved to pay the bills; Mrs. Lewis seconded. Motion carried.

Mrs. Rodemaker announced the Michael D. Crotty Memorial Bike Run was being held and there would be an after party.

Mrs. Rodemaker moved to adjourn; Mr. Ogden seconded.

Meeting adjourned at 5:25 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP

BID OPENING

July 6, 2012

4230 Iroquois Avenue

12:00 Noon

Present: V.P. M. Armstrong, Comm. A.C. Ogden, Engineer M. Jonas, Secretary C. Gathers

RE: Fire Hall Roof Project

Two bids were received and both included bid bonds. Bids packages were turned over to the engineer for review and recommendation.

	Total Bid
G&W Roofing	\$45,990.00
McCreary Roofing, Inc.	\$51,000.00

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

Lawrence Park Township
Board of Commissioners Meeting

7:00 p.m.

July 10, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, V.P. M. Armstrong, Commissioners S. Lewis, P. Ogden and J. Rodemaker, Solicitor G. Nietupski, Engineer G. Willis, Police Chief J. Morell, Twp. Asst. Secretary L. Wilczynski.

Visitors, speak: S. Cadwallader

Visitors: H. Perkins, J. Armstrong, D. Durst, K. Krochalis, L. Frank, R. Garman, C. Boddorf

1. Executive Session: The meeting was recessed at 7:02 p.m. for an executive session for personnel matters. The meeting was reconvened at 7:36 p.m.
2. Reports for June:
 - A. Budget, Police Dept., Code Enforcement, Zoning, Dog Control Officer, Fire Dept. (April), Treasurer (May): Chief Morell reported that the 4th of July went very well. Mr. Ogden moved to approve the reports as presented; Mrs. Armstrong seconded. Motion carried.
 - B. Solicitor's Report: Attorney Nietupski asked for a vote on Ordinance 518-12-Act 13 which imposed a fee on unconventional gas wells located in Erie Co. If the ordinance gets passed and that happens Lawrence Park Township will share in the fee and if not done Lawrence Park Township will not share in the fee. The second issue Attorney Nietupski spoke on was that there is no personnel policy that he is aware of for Lawrence Park Township so Attorney Nietupski drafted a memo for review and for the next meeting have an actual policy to consider. Mr. Crotty asked for a motion to accept the solicitor's report. Mrs. Armstrong moved to approve; Mr. Ogden seconded. Motion carried.
 - C. Engineer's Report: MS4 report reporting stormwater discharge was completed. The street agreements are back just waiting for the contractor to submit their bonds. The school zone signs. Just received notice that PennDot is going to advertise 7/19 and bids will be received on 8/23. The bids for the fire hall roof project were received. Mr. Ogden moved to accept the engineer's report; Mrs. Armstrong seconded. Motion carried.
3. Township Resident comments. Mr. Cadwallader wanted to thank the Township, Police Dept., and anyone involved for a tremendous job on the 4th of July. The commissioners also thanked Mr. Cadwallader on a good job with the Party on Main Street. Chief Morell thought the placement of the stage worked well this year.
4. A. Vote to Accept or Reject Reports: Mr. Ogden moved to accept the reports; Mrs. Rodemaker seconded. Motion carried.
B. Payment of Bills: Mr. Ogden moved to pay the bills as presented; Mrs. Lewis seconded. Motion carried.
5. Minutes. Mrs. Armstrong moved to accept the minutes for June 26, 2012; Mr. Ogden seconded. Motion carried.

6. Committee Appointments.

	<u>DELEGATE</u>	<u>ALTERNATE</u>
CZM (Coastal Zone Management)	Armstrong	Rodemaker
Erie MPO (Metropolitan Planning)	Ogden	
<u>2 Committees:</u>		
Coordinating Committee	Ogden	Crotty
Technical Advisory Committee	Ogden	Crotty
Erie Metro Sewer	Ogden	Lewis
ECATO(Erie Co. Assoc. of Twp Officials)	Lewis	Armstrong (1 st) Rodemaker (2 nd)
Erie County Planning Commission	lobst	
Erie Area COG(Council of Government)	Armstrong	Ogden
Erie County Signing Trust (appointment requested: must Submit resume to Trust)	Lewis	Armstrong
East Erie Communications Center	Lewis	Armstrong (1 st)

Mr. Crotty moved to make the amended changes to the committee appointments as everyone volunteered; Mrs. Armstrong seconded. Motion carried.

7. Accept Resignation of Pete Ogden from Zoning Hearing Board. Mr. Crotty moved to accept Mr. Ogden's resignation from the Zoning Hearing Board; Mrs. Lewis seconded. Motion carried 4-1 with Mr. Ogden abstaining.
8. Accept Resignation of Patrolman Ryan Zuern. Mr. Crotty made the motion to accept Ryan Zuern's resignation; Mr. Ogden seconded. Motion carried.
9. EMC Position. Tabled until next meeting. More time is needed to address the matter.
10. Award Fire Hall Roof Bid: There were two bids for the fire department roof. It was recommended that G & W Roofing and Construction be selected for the job. They have everything needed and they came in lower. The cost is \$45,990 which is lower than what was thought it would be. Mrs. Armstrong made the motion to award the contract to G & W Roofing and Construction; Mr. Crotty seconded. Motion carried. Mrs. Lewis asked Mr. Willis if the engineers agree that this is a good choice. Mr. Willis responded and said they looked at their references and they did contact two municipalities that had just had roofing projects completed by G & W Roofing and Construction and the municipalities spoke very highly of them. Mr. Willis also said that two bids were received with the other bid being \$51000. The two bids were close enough so that it looks like nothing has been missed. It was a good competitive bid.
11. Newspaper. Mrs. Armstrong said that having a newspaper is necessary and the commissioner in charge failed to proceed with it. The person originally hired to do the newspaper may not be currently available so another person may need to be

contacted for this project. Mrs. Armstrong made the motion that with permission of the board she would proceed with getting the newspaper; Mr. Crotty seconded. Motion carried.

12. Ordinance 518-12 – Act 13, Oil & Gas. This ordinance would allow the township to participate in the fee structure should someone drill a well. Mrs. Lewis made the motion to accept ordinance 518-12 –Act 13; Mrs. Armstrong seconded. Mrs. Rodemaker, aye; Mrs. Armstrong, aye; Mr. Crotty, aye; Mrs. Lewis, aye; Mr. Ogden, aye. Motion carried.

13. Meeting Times. Mr. Ogden requested that all the Board of Commissioners meetings be held at 7:00 p.m. to be consistent. Mr. Ogden moved to have the Township Secretary advertise that all Lawrence Park Township Commissions meetings be held at 7:00 p.m.; Mrs. Armstrong seconded. Discussion followed and the motion was amended. Mr. Ogden made the amended motion that as of August 1, 2012 and forward, all Lawrence Park Township Commissioners Board Meetings be held at 7:00 p.m.; Mrs. Armstrong seconded as amended. Motion carried as amended.

Mrs. Armstrong invited Kathy Krochalis to speak on the township wide garage sale that will be held on July 21, 2012, 8:30 am. to 2:00 p.m.

Mr. Ogden asked if the police could shorten up their reports. Chief Morell said he would.

Mrs. Armstrong asked Chief Morell if Adam McCall could call him if he needs assistance with citing people that park on their lawns.

Mrs. Rodemaker made the motion to terminate the employment of Carl Vitale effectively immediately; Mrs. Armstrong seconded. Motion carried. Mr. Crotty asked to have the part time maintenance position advertised.

Mrs. Lewis made the motion to adjourn; Mrs. Armstrong seconded.

Meeting adjourned at 8:28 p.m.

Respectfully Submitted,

Laurie Wilczynski
Assistant Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

4:45 p.m.

July 24, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong arrived at 4:50 p.m., Commissioners S. Lewis, A.C. Ogden and J. Rodemaker arrived at 4:56 p.m., Solicitor G. Nietupski, Secretary C. Gathers

Visitors Sign to Speak: T. Loftus, L. Frank

Visitors: C. Curtis. J. Armstrong

1. Semi-annual Pension Portfolio Reviews. Mr. Jack Kraus, Allegheny Financial Group, reviewed the pension investment portfolios for both plans. The 6-month (through June 30th) uniform portfolio increased 4.9%. Mrs. Armstrong arrived at 4:50 p.m. Mr. Kraus reviewed investment history, markets and the investment outlook. Mrs. Rodemaker arrived at 4:56 p.m. Mr. Kraus continued the review of the uniform portfolio and its recommendations, non-uniform portfolio with recommendations and the international economy. Mrs. Lewis asked if the board should do anything with bonds and Mr. Kraus replied that the interest was so low, there was probably more risk on fixed income than equity. Mr. Crotty asked for a motion to accept the recommended changes. Mr. Ogden moved; Mrs. Lewis seconded. Motion carried. Mr. Gary Koenig, Northwest Savings Bank, reviewed the economy, interest rates, and the market. He reviewed the portfolios' allocation of assets. From January 1st to July 24th, the uniform portfolio increased 5.82%. While a good return, the pension distribution is greater. Returns are similar for the non-uniform pension portfolio. He recommended staying with the balanced allocation model. Over the next few months 10% will be moved from fixed income to mutual fund commodities and real estate.

2. Solicitor Report. Atty. Nietupski reported a shared municipal police contract with Harborcreek was prepared. The old agreement was 9 hrs./wk. or 468 hrs./yr. to Harborcreek. The Act would increase to 2,080 hours, which is one full-time officer. Their fee increases from \$16,380 to \$72,800 on an annual basis assuming they use 40 hours. Lawrence Park needs to decide what to do. Harborcreek has to employ to 40 hrs/week or lose their liquid fuel money. Mr. Crotty said as the agreement expired, under these circumstances it would be tabled to allow the chief time. Atty. Nietupski asked to be authorized to contact Harborcreek counsel to see if they want to do it. The law is effective in 60 days past June 30th. We want to make sure we have manpower and that it makes economic and other sense for us. Mr. Crotty did not think Harborcreek would be interested if they did not take a hit. Mrs. Lewis thought Harborcreek would like to merge, sharing public works department but had said an Act needed to be passed. Atty. Nietupski said the Board needed to think about raising the price. He asked to authorize him to contact their lawyer to talk about what we are going to do. Mr. Crotty moved to allow our solicitor to speak with Harborcreek's legal counsel and our chief; Mrs. Lewis seconded. Motion carried.

3. Township Resident Comments. T. Loftus asked about road maintenance and snow plowing. Mr. Ogden noted it was later on the agenda. L. Frank discussed the cost of a newspaper and on-line information, and services Harborcreek provided to LP.

4. Mrs. Lewis moved to pay the bills; Mr. Ogden seconded. Motion carried. Mr. Ogden corrected the 7/10/12 minutes, under item 3, to read commissioners, not commission. Mrs. Armstrong, regarding the newspaper, said she asked the board if she could proceed with it. Mr. Crotty said the minutes can be amended that she asked permission to proceed with getting the newspaper. Motion carried.

5. Police Patrolling Agreement with Harborcreek. Mr. Crotty said it was discussed and moved to table; Mrs. Armstrong seconded. Mr. Ogden added until further information is received.

6. Civil Service List. Mr. Crotty requested to have a motion to allow Civil Service Commission to issue testing. There is not a significant list of candidates and it needs updated. Mrs. Armstrong moved; Mrs. Lewis seconded. Motion carried.

7. Newsletter and Update of Website. Mrs. Lewis said there is on-going work with Cyberlink to update the webpage. There will be community events with programs. She will be looking for Mrs. Armstrong's help in getting information from businesses. The newsletter can be on the website so it can be seen there and if someone wanted a paper copy it would be available at the office which would save postage and printing. Mr. Ogden commented that Harborcreek had a publication free of charge to the township but with ads and they could be contacted for information. Mrs. Armstrong noted when they were elected a newsletter was some of things that people asked for. Not everyone is on-line and the boy scouts offered to deliver it. Mr. Ogden suggested sharing with the school district. Mrs. Rodemaker said dance attendance was a challenge. Not everyone goes to the website but she did not know if the newsletter was the answer. Mrs. Lewis said the site would be updated with more information and the newsletter can be on the site. Those without computers can have the newsletter delivered or the boy scouts can deliver to them. Mrs. Armstrong noted that the first couple would go to every house and then they can look on the website. Mrs. Lewis suggested spending money for an initial one to explain about the website and save money in the long run. Mrs. Armstrong explained it would be 2 or 3 sheets on both sides. Mrs. Rodemaker said to ask businesses to pay to have a business card in and Mrs. Lewis noted that would be done on the website.

8. Approval of Benovic Block Party, Closing Dobbins on 8/11/12 from 2-9 p.m. Mr. Ogden moved to approve the request; Mrs. Lewis seconded. Motion carried.

9. Back-up of Commissioners Position. Mr. Ogden recommended each commissioner deciding on a back-up for when they are out of town and so on. Mrs. Lewis named Mr. Ogden.

10. Snow Plow Contract. Mr. Ogden explained the current contract has an option to extend the contract for an additional one-year period. He asked if they board wanted to extend the contract or go out for bids. After comment, Mr. Ogden moved to put the contract out to bid and asked if a 2 or 3 year contract; Mrs. Armstrong said two and seconded. Motion carried.

11. Questions About Teker Park. Mr. Ogden said according to the deed the property is subject to other rights and there is a pumping station located there. He asked if this would be a public park and Mrs. Rodemaker said yes, it would be part of the Seaway Trail. He questioned about parking cars on the street. Mrs. Armstrong noted the board voted against it but then there was a conference call with Harrisburg.

12. Approval of ArtsErie Grant. Mrs. Rodemaker explained the grant was for dances and concerts. The maximum grant amount is \$5,000. One band will donate its fee to the Wesleyville food pantry. A letter from Twinbrook and photos will be included. Mr. Ogden moved that Mrs. Rodemaker be permitted to apply for the grant; Mrs. Armstrong seconded. Motion carried.

Mrs. Lewis asked if Mrs. Armstrong would look into the FD to working with the schools in bringing in the smoke house and various other things with the kids. Mrs. Armstrong thought the FD would be willing if the school wanted it.

Mr. Crotty reported the Erie Area COG requested every commissioner be an alternate to help obtain quorum; Mrs. Armstrong is the delegate. Mr. Crotty moved to accept the request and name additional commissioners onto the committee to be additional alternates; Mrs. Lewis seconded. Motion carried.

Mr. Ogden moved to adjourn; Mrs. Lewis seconded.

Meeting adjourned at 6:15 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

August 14, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis and A.C. Ogden, Solicitor G. Nietupski, Police Chief J. Morell, Secretary C. Gathers. Commissioner J. Rodemaker was absent.

Visitors: T. Baer, D. Durst, H. Perkins, J. Armstrong, A. Warren, D. Falk, C. Boddorf

The meeting was brought to order at 7:06 p.m.

1. Reports. July are budget, PD, code enforcement, zoning, dog control, FD and the Treasurer report for June. Chief Morell reported an audit was held and there were no violations.

Mr. Willis reported the fire hall roof replacement project was underway. Weather permitting the flat roof should be finished next week. The street resurfacing project is also underway and the Howe Ave. handicap ramps will be done soon. Bids for the school zone crossing sign project are due next week. Mr. Willis advised the Board that two grant periods are open – CDBG and CZM. Grant application packages take time to put together and these due dates are in September and October. Surveys for CDBG needed to be completed by the County prior to application submittal. If they had a project, it needed to get started. In a prior year, the Township received a CDBG grant of \$70,162 for the Bell Street sewer line which would be bid out next spring. Applications submitted now will be for the spring of 2014. Regarding CZM, our last grant was for the boat ramp but a wide range of projects are available if they are near Rte. 5. It could be park benches or playground equipment for example. DEP is having a grant workshop and Urban will attend.

Atty. Nietupski reported on the response regarding complaints on a Napier residential property. He spoke with the code enforcement officer and they are working to address concerns. Other issues will be addressed during the agenda items. Mr. Ogden moved to accept reports; Mrs. Armstrong seconded. Motion carried.

2. Resident Comments. A. Warren asked about letting an employee go and Mr. Crotty explained that they are not permitted to speak about personnel matters in public. Ms. Warren discussed the speeding on Main Street. Chief Morell explained local police could not use radar and suggested she speak with the State representative about this law. He would send officers out. Mrs. Lewis suggested adding more signs and if she needed help with a petition to let the Board know.

3. Mrs. Armstrong moved to approve the payment of bills; Mrs. Lewis seconded. Motion carried.

4. Minutes and Resolutions. Mr. Ogden moved to approve the 7/24/12 minutes; Mrs. Lewis seconded. Motion carried. Mrs. Armstrong moved to approve Resolution 2012-28, approval of the Erie Area COG audit; Mr. Ogden seconded. Mr. Ogden, aye; Mr. Crotty, aye; Mrs. Armstrong, aye and Mrs. Lewis, aye. Motion carried.

5. Police Patrolling Agreement with Harborcreek. Mr. Crotty noted this was discussed at the last meeting and looked into. Chief Morell said there was discussion with the solicitor and it was recommended to keep as is. This is for parking violations at the plaza and the \$35 charge is a fair

amount. Atty. Nietupski noted that Harborcreek shares services with us as well and it is a mutual benefit. Mr. Ogden moved based on the recommendation of the chief and counsel to approve the current agreement with Harborcreek at \$35; Mrs. Lewis seconded. Mrs. Armstrong asked about the information received at the last meeting and Atty. Nietupski said it did not apply; liquid fuels is in place but not sufficient yet. It is on its way and the Act will change the way things are done. Motion carried.

6. Activity Room Fees. Mr. Crotty commented that the Activity Room was rented out. There could be a deposit and he asked for feedback from the board before the next meeting. Mrs. Lewis said there were utility and restroom supply costs.

7. Erie Area COG Audit. Discussed under Resolution 2012-28.

8. Replacement of Township Pick-up Truck. Mrs. Armstrong asked the board to think about replacing the truck. Various things do not work on it. She wished to table until the next meeting when Mrs. Rodemaker was in attendance. Mrs. Armstrong moved to table item no. 8; Mr. Ogden seconded. Motion carried.

9. Beach Stones. Mrs. Armstrong moved to table item no. 9 until Mrs. Rodemaker was here; Mr. Ogden seconded. Motion carried.

10. Increase Amount of Township Fines. Mrs. Armstrong said a lot of people were in violation and asked they think about increasing fines. Mrs. Armstrong moved to table; Mr. Ogden seconded. Motion carried.

11. EMA. Mrs. Lewis asked the board if they wanted to vote on the position. After discussion with the solicitor, one would not be allowed. She asked if the Board wanted to vote on one of the two. Mr. Ogden and Mrs. Armstrong said they only received one; Mr. Crotty said one was older. Mr. Ogden wished to interview. Mrs. Lewis moved to table EMA until interviews can be done; Mrs. Armstrong seconded. Motion carried 3-0 with Mr. Crotty abstaining.

12. Maintenance Position. Mrs. Lewis explained applicants were interviewed and asked if the board wanted to vote. Mr. Ogden and Mrs. Armstrong said they were ready. Mrs. Lewis moved to employ Ron Taylor for the maintenance position; Mrs. Armstrong seconded. Motion carried. Mr. Crotty explained time was needed for his notice and it would be effective when he would be available.

13. Zoning. Mrs. Lewis reported there was a vacancy on the Zoning Hearing Board. Any interested parties are to send a letter of interest and the vacancy will be listed on the website.

14. Erie Bank. Mrs. Lewis reported on a meeting with Erie Bank to discuss changing accounts to there. Currently Citizens Bank does not pay interest and Erie Bank does. Changing is a lengthy process but there are advantages from the interest earned, on-line banking, ACH and more. If we had been with them, the township would have earned \$22,000 in annual interest. Mrs. Lewis moved to accept and move accounts from Citizens Bank to Erie Bank; Mr. Ogden seconded. Motion carried.

15. Burning/Recreational Fires. Mrs. Lewis reported a resident asked about recreational fires which is not clearly stated in the code. Atty. Nietupski said #668.03 is open fires but he will check more specifically. The code could be adjusted to allow it. Mrs. Armstrong said to turn it over to the Planning Commission. Atty. Nietupski reviewed the code sections. There could be blanket approval for

recreational usage. Mrs. Armstrong moved to send to the Planning Commission and tell them to study and come back with an answer soon; Mr. Crotty seconded. Motion carried.

16. Commissioner Back-up. Mr. Ogden said last month it was suggested that each person have a back-up in case of emergency. He handed out sheets to use to name back-ups for each department.

17. Change Order/Paving. Mr. Ogden said it was thought that the alleys did not have sufficient tar and chip. Therefore, after discussion with the engineer, instead of the alleys all of Howe Ave. will be paved rather than just a portion of it. Project cost is increased \$1,491.17 for a construction total of \$92,658.10. Mrs. Lewis moved to approve Change Order No. 1 on paving and to have Howe Ave. paved instead; Mr. Crotty seconded. Motion carried.

Mr. Ogden moved to adjourn; Mrs. Lewis seconded.

Meeting adjourned at 7:55 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

August 28, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker, Solicitor G. Nietupski arrived at 7:12 p.m., Police Chief J. Morell, Secretary C. Gathers

Visitors: D. Durst, H. Perkins, C. Boddorf, J. Armstrong, J. McCullor

1. Jeff McCullor, Cyberink, Website Presentation. Mr. McCullor explained they developed the goerie website and manage over 50 independent websites. He gave a power point presentation on what they propose to provide to the township. It included search engine optimization, everything is tagged to make searching easier, allow people with mobile devices to access the site, google analytics for traffic counts, home page calendar with ease of access, major navigation items at the top. Mrs. Lewis said departments would be set up with information, events with details, newsletter on the site which can be emailed to people, calendar with highlighted dates, scroll bar on top for special events such as the FD fund drive or police could report break ins are occurring in a neighborhood. Chief Morell noted the menu was a drop-down for ease of use. Mrs. Lewis explained forms can be downloaded, filled in and sent to the zoning administrator, there can be a separate page for community events and each dept. head will have their own updates.

2. Executive Session. Mr. Crotty recessed the meeting at 7:27 p.m. to executive session for a personnel matter. The meeting reconvened at 8:21 p.m.

3. Reports. Mr. Crotty noted the July Treasurer report was given to the Board. Atty. Nietupski reported a Napier Ave. resident received a response regarding their concerns. Mr. Ogden moved to accept reports; Mrs. Armstrong seconded. Motion carried.

4. Payment of Bills. Mrs. Lewis motioned to approve; Mrs. Rodemaker seconded. Motion carried.

5. Township Resident Comments. None.

6. August 14, 2012 Minutes. Mr. Ogden corrected no. 17, to sufficient "base" for the tar. Mrs. Rodemaker asked about the discussion and referral to Planning Commission of recreational fires at the last meeting. Mrs. Lewis explained it came from a complaint and there is no clear, concise code on it so it was referred to Planning. Mr. Ogden moved to accept the minutes as corrected; Mrs. Rodemaker seconded. Motion carried.

Mr. Crotty read Resolution 2012-29 authorizing Board signatures for an insurance policy. Mr. Ogden moved to accept Resolution 2012-29; Mrs. Armstrong seconded. Mr. Ogden, aye; Mrs. Lewis, aye; Mr. Crotty, aye; Mrs. Armstrong, aye and Mrs. Rodemaker, aye. Motion carried.

7. Activities Room Fees. Mr. Crotty was still researching information and withdrew the agenda item.

8. Approve Handicap Parking. Mr. Crotty explained a request was received for 1203 Rankine. Chief Morell said the applicant met the criteria in the application. Mr. Crotty moved to accept this handicap parking application; Mr. Ogden moved. Motion carried.

9. Teker Park. Mr. Crotty reported that PennDOT approved the advertisement and we are permitted to send it in to advertise for Letters of Interest for a consultant. Mrs. Rodemaker moved to allow this ad to occur so we can continue to move forward with the project; Mrs. Lewis seconded. Motion carried. Mrs. Rodemaker noted others also needed completed and Ms. Gathers reported a conference call was set for September and asked who the board wanted as point of contact with the PennDOT reps. Mr. Crotty noted the secretary.

10. Replacement of Pick-up Truck. Mrs. Armstrong reviewed problems with the truck such as the gear not going into park, cannot unlock the driver's side door or seatbelt. Mr. Ogden suggested three estimates for repair be obtained and review that versus purchasing a truck. Mrs. Lewis asked Mrs. Rodemaker's opinion as she drove the truck. Mrs. Rodemaker presented a video of the truck outlining various problems such as the door, gear shift and tail gate. She wished permission to get three opinions or estimates to repair and look at a used F10. These can then be compared. Mrs. Armstrong said something safe was needed. Mrs. Lewis asked about the other truck and Mr. Ogden noted he moved it yesterday. Mr. Crotty moved to allow her to get three bids and get alternate pricing between repairs. Atty. Nietupski suggested asking car dealers to donate a truck. Motion carried.

11. Increase of Fines. Mrs. Armstrong moved to remove it from the table; Mr. Crotty seconded. Motion carried. Mrs. Armstrong said she withdrew it from the agenda.

12. Website. Mrs. Lewis will go over the pricing with the commissioners. She asked for discussion; there was none.

13. Maintenance Position. Mr. Crotty withdrew the item from the agenda.

14. Capital Improvement Projects. Mrs. Lewis explained the use of Capital Improvement Project sheets in the budget process. It provided a cost estimate and funding plan over the years. Each commissioner was given the sheets. Mr. Ogden thought it was a great idea and moved to accept this proposal; Mr. Crotty seconded. Motion carried.

15. Proposed Sub-division. Mr. Ogden reported that Urban Engineers asked if the Township felt it was a conflict of interest if they prepared a subdivision plan for Ms. Rapp. Atty. Nietupski did not believe it was a conflict of interest.

16. School Zone. Mr. Ogden reported three bids were received for the project to install school crossing lights on Main St. and Morse Street. Bids received were:

Power Contracting	\$81,765.61
Bruce-Merrilees Electric Company	\$94,494.94
S.E.T., Inc.	\$97,309.33

PennDOT requests electronic concurrence to award the bid to Power Contracting for \$81,765.61. Mr. Ogden moved to authorize the secretary to electronically concur to award the above project; Mrs. Lewis seconded. Motion carried.

17. Playground Equipment. Mrs. Rodemaker presented information on a piece of playground equipment. It would be purchased at discount and the distributor would install. It is about \$4-5,000 over the budget. She reviewed the warranties and explained it was 50% recycled steel. Installation

would be at the Lake Cliff playground as some old equipment was removed. This would be through the State's Costars contract. Mr. Ogden moved that Mrs. Rodemaker be authorized to obtain firm costs including shipping and installation; Mr. Crotty seconded. Motion carried.

18. ECATO Alternates. Mrs. Rodemaker asked if all the board would like to be alternates to ECATO after the delegate. Mrs. Rodemaker moved; Mr. Crotty seconded. Motion carried. Mr. Crotty moved that the delegate for ECATO be switched to Mr. Ogden and everyone else is alternates; Mrs. Lewis seconded. Motion carried.

19. Summer Activities Re-cap. Mrs. Rodemaker reported the ErieArts grant was submitted for concerts and dances. There were a lot of kids throughout the summer who had a great time. There was great attendance at the last dance but many kids wished they were held at the school. She asked if anyone had ideas about a better place to hold them. There will be a pop machine at Lake Cliff but electrical work needs done first. The last concert will be August 29th. Mr. Ogden said Mrs. Rodemaker should be commended for the job she did this summer; Mrs. Lewis agreed.

Mr. Oden said at the last meeting a resident stated a motion to table was not voted on. Robert's Rules of Order states a motion to table is voted on and be majority vote.

Mrs. Lewis proposed to the Board to hire Tim Crotty as the Emergency Management Coordinator; Mr. Ogden seconded. Mrs. Lewis noted he was well qualified and worked with HazMat. Mr. Ogden worked with him when he had been in charge of East County and he was a good choice. Motion carried 4-0 with Mr. Crotty abstaining as he was a family member.

Mrs. Lewis reported on an issue with certain phone lines not being disconnected as requested a long time ago. She asked the solicitor to look into it as several letters and phone calls have been made and it is still being billed. She asked to turn it over to the solicitor. Mr. Ogden moved; Mrs. Lewis seconded. Motion carried.

Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BID OPENING

12:00 NOON

September 11, 2012

4230 Iroquois Avenue

Present: A.C. Ogden, Streets/Sanitation Commissioner; C. Gathers, Twp.
Secretary; Brian Barnhart, B&B Snow Removal

Three bids were received and opened for snowplowing 11/1/12 thru 9/30/14.
All bids included bid bonds.

The bids are itemized for department use, as follows:

	Kunco Landscape	A & J Snow Mgmt.	B & B Snow Removal
1-ton truck with operator-per hour	\$45.00	\$45.00	\$62.50
5-ton truck with operator-per hour	\$65.00	\$50.00	\$77.50
Wing-plow truck with operator-per hour	N/A	\$70.00	\$107.50
Salt truck with operator-per hour	\$65.00	\$50.00	\$77.50
Tri-axle with operator to haul salt-per hour	\$85.00	\$55.00	\$85.00

Comments per A&J Snow Management :

Save the Township money by our ability to plow and salt simultaneously.

\$50.00 per hour for skidsteer with 12' plow. Skid-steer will do alleys and stack snow to eliminate the need to pay to stack snow and it's faster than a truck.

\$60.00 per hour for a 5-ton truck plow & salt with operator (same time)

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

September 11, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker; G. Willis, Urban Engineers; Solicitor G. Nietupski; Secretary C. Gathers

Visitors Sign to Speak: C. Curtis

Visitors: H. Perkins, N. Wassell, J. Mason, J. Armstrong, D. Durst, F.R. Cadwallader, C. Boddorf, T. Barnhart

Mr. Crotty asked for a moment of silence for 9/11.

1. Executive Session. Mr. Crotty recessed for a personnel matter at 7:04 p.m. The meeting reconvened at 7:20 p.m.

2. Reports for August: budget, police, code enforcement, zoning, dog control, fire. Mr. Crotty announced the NCI audit was held with the PD; Chief Morell and Mrs. Cabaday did a great job. Recently new rooms were secured in the building for a secure place to store files. The auditor gave them a perfect score.

Atty. Nietupski reported: 1. A letter was written to Time Warner regarding the billing issue. 2. The contract for the School Zone project was reviewed. 3. No decision has been received regarding the unemployment hearing. Mr. Willis reported: 1. paving contract was completed but pay estimates not yet received. 2. He is working with Mr. Ogden on the root control project for the sewer lines. 3. A punch list is drawn up for the fire hall project; they will meet with the contractor. 4. Deadlines for the CDBG and CZM grants are coming up soon. He would touch base with any commissioner who wants to apply. Regarding CDBG there should be a meeting with the County first and the CZM deadline is 10/1. There are parks near E. Lake, if any commissioner wants to pursue this. Urban will be attending the CZM workshop and commissioners can attend. 5. There was discussion concerning the School District getting involved with the walkability program which is a free PennDOT service to evaluate walking routes. This is a precursor to the Township applying for the ARLE grant which could be a traffic signal or crosswalk project. Funding could be \$15-100,000; intersections could be improved. The walkability project through the school district needs completed first. It would take 2-3 months, requires some of the District's time but not funding. Mr. Crotty said a school board member was given the information but at the time they were busy with budget. He will refer the member to Mr. Ogden. Mrs. Lewis moved to approve reports; Mrs. Rodemaker seconded. Motion carried.

3. Township Resident Comments. None.

4. Mrs. Lewis moved to pay the bills; Mr. Ogden seconded. Motion carried.

5. Minutes and Resolutions. Mr. Ogden moved to approve the 8/28/12 minutes as presented; Mrs. Lewis seconded. Motion carried. Resolutions were presented for the various funds held at Erie Bank:

Resolution Numbers: 2012-30, General Fund; 2012-31, Earned Income; 2012-32, Sewer Fund; 2012-33, Special Sewer; 2012-34, Capital Reserve; 2012-35, Highway Aid; 2012-36, Municipal Pension; 2012-37, Police Pension; 2012-38, ISD Escrow; 2012-39, Chautauqua Escrow; 2012-40, Special Reserve; and 2012-41, Sinking Fund. Mr. Crotty explained the resolutions were the same except applicable to different funds and the Board previously approved transfer of the funds to Erie Bank. Mr. Ogden moved to transfer funds from Citizens Bank to Erie Bank; Mrs. Lewis seconded adding that Resolutions 2012-30 through 2012-41 for Erie Bank are approved. Mr. Ogden, aye; Mrs. Lewis, aye; Mr. Crotty, aye; Mrs. Armstrong, aye and Mrs. Rodemaker, aye. Motion carried.

6. Behringer Handicap Parking Renewal. Mr. Crotty explained it was a renewal application with all the paperwork. Mr. Ogden moved to approve the application from Margaret Behringer; Mrs. Armstrong seconded. Motion carried.

7. Code Enforcement Update. Mrs. Lewis reported that Mr. McCall, code enforcement officer, filed a citation regarding garbage and high grass on a property. The garbage was removed by the Township due to health concerns. The District Justice hearing was held and the owner was charged with fines and restitution to the Township for garbage removal. Mrs. Lewis praised Mr. McCall for his work.

8. Lock Changes. Mrs. Lewis explained some doors in the building were rekeyed and a key pad system for the garage was being researched. She asked for the board's permission to change the locks on the garage with a key pad and finish changing locks in the building. Mr. Ogden said permission was not needed and Mr. Crotty said okay.

9. Activities Room Tables. Mrs. Lewis there were new tables in the Activity Room.

10. Website. Mrs. Lewis asked the Board if they would review the information and hoped for a response before the next meeting so it can voted on.

11. Maintenance Position. Mrs. Lewis nominated Ron Taylor as the maintenance employee with the pay rate of \$15/hr. Mr. Ogden noted it was a part-time position. Mr. Ogden moved; Mrs. Lewis seconded. Motion carried 3-2 with Mrs. Armstrong and Mrs. Rodemaker opposed. Mrs. Lewis said he had 33 years of knowledge and experience and can do electrical, plumbing, heating, flooring, cement work.

12. Budget Meetings. Mrs. Lewis noted that she previously gave a memo to the board requesting meeting dates.

13. Bids for Software. Mrs. Lewis reported it was being researched to put the most important documents on a drive which could be placed in a locked box in case of fire, etc., and also, software for scanning and saving documents. She asked for board approval to get bids. Mr. Crotty moved to grant permission to seek bids for software; Mr. Ogden seconded. Mrs. Lewis noted it was budgeted but wanted to see comparable bids. Motion carried.

14. School Zone Project Contract. Mr. Ogden reported the contract was awarded to Power Contracting for \$81,765.61 to install flashing signs on Main Street and Morse Street. They will be installed in 2013. Mr. Willis will forward a set of plans.

15. Snow Plow Bids. Mr. Ogden reported three bids received were:

<u>Per Hour Costs</u>	<u>Kunco Landscape</u>	<u>A&J's Snow Mgmt.</u>	<u>B&B Snow Removal</u>
1-ton truck w/operator	\$45.00	\$45.00	\$62.50
5-ton truck w/operator	\$65.00	\$50.00	\$77.50
Wing-plow truck w/operator	n/a	\$70.00	\$107.50
Salt truck w/operator	\$65.00	\$50.00	\$77.50
Tri-axle w/operator	\$85.00	\$55.00	\$85.00

Bids bonds were received. Under comments, A&J's offered \$50.00/hr. for a skid steer with 12' plow for alleys and \$60.00/hr. for a 5-ton truck w/operator to plow and salt at the same time. Mr. Ogden moved to accept the A&J's Snow Management bid; Mrs. Armstrong seconded. Mrs. Lewis explained she would not vote due to a conflict of interest because of a family member. Mrs. Lewis thanked B&B Snow Removal for their past business. Motion carried 4-0 with Mrs. Lewis abstaining.

Mr. Ogden moved to authorize the solicitor and township secretary to take care of the paperwork for the School Zone project; Mrs. Lewis seconded. Motion carried.

15. Advertise Street and Sewers Contract. Mr. Ogden informed that the contract expired this year and bids needed advertising. Mrs. Lewis moved to advertise; Mrs. Armstrong seconded. Motion carried.

16. Approval to Pay McCormick Construction Company, Street Resurfacing Project. Mr. Ogden noted there was nothing to do until the invoice is received.

17. Playground Equipment. Mrs. Rodemaker received a quote for the equipment, installation and freight for \$22,453 and \$20,000 is budgeted. Mr. Crotty asked about transferring money. Mrs. Lewis asked if others had mentioned problems with these people. Mr. Ogden thought references was meant. Mrs. Lewis said she liked what they had been shown but just wanted to be sure. Mrs. Rodemaker explained the purchase would be through Costars and if there had been issues or it was not safe it would not be under them. Mrs. Armstrong moved to do this. Mrs. Rodemaker asked if she wanted references and Mrs. Lewis explained she was thinking of safety. She asked if a swing set could be purchased with it. Mrs. Armstrong said they should have faith in Mrs. Rodemaker and stand behind her. Mrs. Lewis responded that she had faith. Mrs. Armstrong said when everything is taken down there would not be anything left in Lake Cliff. Mr. Crotty said there were safety regulations and we can see if it has accreditation. Mrs. Lewis said she was just looking for references. Mr. Crotty seconded. Motion carried.

18. Trees. Mrs. Rodemaker said a resident wanted to remove three trees to put up a fence in the front or side yard as they live on a corner. Corner lots have two front yards and can only have decorative fences. It was unknown if they had spoken with the zoning administrator. She spoke with Mr. Pound, Tree Commission, and the trees were

healthy. She spoke about budgeting for trees and the tree ordinance. When a shade tree is removed another tree has to be planted if not another tree within 30 feet. Mrs. Rodemaker was just advising the Board and would be doing some research on trees. Mr. Crotty suggested passing the tree ordinance to the Planning Commission. Mrs. Armstrong moved; Mr. Ogden seconded. Motion carried.

Mrs. Lewis read the draft recreational fire ordinance submitted by the Planning Commission. She recommended that "clean, dry firewood" be changed to just "firewood". Mrs. Armstrong moved to advertise; Mrs. Rodemaker seconded. Motion carried.

Mr. Ogden moved to adjourn.

Meeting adjourned at 8:27 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

September 25, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker, Solicitor G. Nietupski arrived at 7:06 p.m., Police Chief J. Morell, Secretary C. Gathers

Visitors Sign to Speak: J. Bendig-Tuznik, P. Iobst, C. Curtis

Visitors: J. Mason, H. Perkins, J. Armstrong, D. Durst, C. Boddorf, M.A. Anderson

1. Peg Iobst, LP Planning Commission. Mrs. Iobst said according to DCED the Planning Commission should establish policies to be implemented in the future, establish for the future development of the community. In 2004 Lawrence Park and Wesleyville developed a comprehensive plan. Even though it is the Planning Commission's job to establish policy it behooves Planning and the Board of Commissioners to revisit the plan and establish a reasonable consensus of how we should proceed. Planning wants to revisit the plan with the help of a pro bono strategic planner, Philip Iobst. Atty. Nietupski arrived at 7:06 p.m. Mr. Crotty explained meetings would be advertised between Planning and the Board. Atty. Nietupski agreed. Mr. Ogden explained the past process to develop the comp plan. Mrs. Iobst said everyone would have input and then Planning could get to work. Mr. Ogden moved we partner with the Planning Commission after the first of the year. Budget sessions were beginning. Mr. Crotty seconded. Mrs. Lewis discussed advertising and formal votes. Atty. Nietupski said no decisions could be made. Mrs. Iobst said if there is consensus then it is kind of voting. Atty. Nietupski said people do not vote until they vote. You can have consensus. Mrs. Lewis said if it was advertised, then they can vote. Motion carried. Mr. Crotty said the date will be set closer to January and still have time to advertise.

2. Executive Session. Mr. Crotty recessed for a personnel matter at 7:16 p.m. and reconvened the meeting at 7:23 p.m.

3. Reports. Atty. Nietupski will give an opinion on a civil service matter. Regarding junk vehicles, he recommended changing the ordinance defining them. The Township does not owe Time Warner although they are billing; he will generate paperwork. The proposed fire ordinance will be advertised Thursday so let him know now if any questions. Allstate contacted the Township regarding a property damage claim. We previously informed them that the Township is not paying for it. Mrs. Armstrong moved to accept reports; Mrs. Rodemaker seconded. Motion carried.

4. Mrs. Lewis moved to pay the bills; Mr. Ogden seconded. Motion carried.

5. Resident Comments. J. Bendig-Tuznik discussed code enforcement issues with neighbors. Mrs. Lewis reported she and the code enforcement officer first needed to speak with the solicitor and also look into whether it is a zoning issue and a business. C. Curtis discussed code enforcement issues with a neighbor. Mrs. Lewis reported citations were issued and they pay fines. She asked if the Board of Health could go into his house.

6. Minutes and Resolutions. Mrs. Lewis moved to approve the 9/11/12 minutes; Mrs. Armstrong seconded. Motion carried. Mr. Crotty explained the resolutions were: 2012-42, Minimum Municipal Obligation for Uniform Pension Plan; 2012-43, Uniform Pension Plan, Employee Contribution; 2012-44, Minimum Municipal Obligation for Non-uniform Pension Plan; and 2012-45, Non-uniform Pension Plan,

Employee Contribution. Mr. Ogden moved to approve Resolutions 2012-42 through 2012-45; Mrs. Lewis seconded. Mr. Ogden, aye; Mrs. Lewis, aye; Mr. Crotty, aye; Mrs. Armstrong, aye and Mrs. Rodemaker, aye. Motion carried.

7. Rocks. Mr. Crotty explained awhile back someone was at the playground and beach removing habitat. Chief Morell reported they were told they could not do it but replied that they were advised by the Township. Regardless, it is against the law. They keep coming back saying they have permission. Atty. Nietupski explained it was public property and they cannot take public property. Mrs. Armstrong thought she could take a rock every once in a while and Chief Morell said they cannot give permission. Mrs. Armstrong explained she needed five for the playground. Chief Morell reported that multiple people are doing this; Atty. Nietupski recommended arresting them. Chief Morell wanted to make sure they were all on the same page and Atty. Nietupski replied that he would write him. Mrs. Lewis discussed putting up a sign. The solicitor will get the wording. Mr. Ogden moved to direct the solicitor to draft a letter and signage for removal of stones; Mrs. Lewis seconded. Motion carried.

8. Planning Commission, Comprehensive Plan. Discussed earlier.

9. Building Carpeting. Mr. Crotty explained that under the Buildings budget carpet could be replaced. As it is on concrete with water underneath the building, adding padding should help with energy costs.

10. Budget Meetings. Mrs. Lewis wished to inform residents that budget meeting dates were set and will be advertised. The preliminary budget will be adopted at the 11/27 meeting.

11. Township Website. Mrs. Lewis at a prior meeting asked the Board to consider the website proposal. Mrs. Lewis moved to allow the website developer to move ahead with developing the website; Mrs. Rodemaker seconded. Cost is \$3,200 with maintenance at \$35/month. Includes updates, security, virus protection, etc. Motion carried.

12. East Erie Suburban Recreation and Conservation Authority (EESR&CA). Mrs. Lewis was approached by our representative, Mrs. McLean, regarding a new fence needed around the pool. Cost is about \$21,000 and the Authority received \$7,500 from the Erie Community Foundation. The remaining cost is split between the three communities based on the annual allocation formula so Lawrence Park's share is \$1,275. Mrs. Lewis moved to contribute to the Board of the EESR&CA the \$1,275 they requested to improve the fence; Mrs. Armstrong seconded. Motion carried.

13. Review Codification Ordinance §1448.10, Storage or Parking of Junk or Abandoned Vehicles. Mrs. Lewis explained the code requires a vehicle to be registered but not inspected. The code needs to be more specific. Mr. Ogden suggested adding this to paragraph 2. Atty. Nietupski will draft an ordinance. Mrs. Lewis reported they are working with the solicitor on junk cars becoming nuisances. Mr. Ogden moved to have the solicitor look into it; Mrs. Lewis seconded. Motion carried.

14. Street Resurfacing Project, Payment to McCormick Construction. Mr. Ogden said Change Order 2 was repairing a handicap ramp at a cost of \$500. Mrs. Lewis moved to approve the Change Order; Mr. Ogden seconded. Motion carried. Mr. Ogden reported on Pay Estimates 1-3 for a total payment of \$91,098.73. Mr. Ogden moved to approve the bill; Mrs. Lewis seconded. Motion carried.

15. Township Truck. Mrs. Rodemaker discussed an estimate for repair of the tailgate, rack and pinion, shocks may need replacement before next inspection, tires and seat belt need replacing. Chief Morell

suggested tires through the State program. Mrs. Rodemaker said an estimate of truck value is \$1500-2500. Other estimates will be obtained.

16. Halloween. Mrs. Rodemaker reported after the Parade, hotdogs and drinks will be available at the township building and a band will play. She has trick or treat bags to hand out. Mr. Ogden noted the Halloween committee has only five people and new members are needed.

17. Coastal Zone Grant. Mrs. Rodemaker said the CZM application is to be submitted by 10/15. A walking path in Lake Cliff, which would be a flat area, is being considered. She reviewed this with the engineer and was asking the board about applying for the grant or getting the project together. Mrs. Lewis suggested each commissioner work with Mrs. Rodemaker next week to pass information along to the engineer. If something cannot be developed then apply next year. Mrs. Rodemaker noted the CZM match was 50%. Mr. Crotty suggested having an estimate in order to match cost and then there would be an idea whether to pursue. Mrs. Armstrong suggested putting off a year and Mrs. Lewis noted the cost was not known yet.

Mr. Crotty moved to adjourn.

Meeting adjourned at 8:29 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS BUDGET MEETING

6:00 p.m.

October 2, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker,
Secretary C. Gathers

Visitors: None.

The Board reviewed budget meeting dates. Mrs. Lewis discussed capital projects: office computer for commissioners and code enforcement, software for landlord registration process, and researching a lesser cost for a document imaging system. It is suggested code enforcement salary be increased slightly above 3%. Professional services budget is over. Mr. Ogden suggested solicitor attendance at only one meeting; Mrs. Armstrong agreed. Mrs. Lewis suggested the budget worksheets for each department be in by 10/15 before the next budget meeting. There would be a better idea of projects. Mrs. Rodemaker discussed the Napier Park Master Site Plan project with a forthcoming public meeting. It is a four stage project and grants can be used. Emerson ball field building roof needs done. Mrs. Lewis discussed the difficulty in accessing the softball field area, possibly installing a ramp or stairs, vending machines and restrooms. Mrs. Armstrong discussed needing receptacles grounded at the fire hall. Use of the volleyball court by leagues and rental fees or services to the township was discussed. Mr. Ogden spoke about the township building parking lot needing repaved. The board discussed sidewalks needing repaired, installed in some areas and funding.

Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

October 9, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker; G. Willis, P.E.; Solicitor G. Nietupski; Police Chief J. Morell; Secretary C. Gathers

Visitors Sign to Speak: C. Curtis, R. Cadwallader

Visitors: H. Perkins, J. Mason, J. Armstrong, D. Durst

1. September Reports: budget, police dept., code enforcement, zoning, dog control officer, fire dept., and treasurer report for August were submitted.

Engineer's report - Mr. Willis submitted pay request no. 1 for the fire hall roof project noting that screen repairs still needed completion and, therefore, 10% retainage is withheld. Payment of the first pay request is recommended. Mr. Willis reported that Duke's Root Control will be scheduled for the sewer cleaning service.

Solicitor's Report – Atty. Nietupski submitted a proposed snow removal ordinance. An Advice Memo was sent to the Chief regarding rocks at the shoreline and two sample signs. He asked for comment from the board to if this addressed the issues. Mrs. Lewis said if people were given permission it is still against the law. Atty. Nietupski said it is township property. The board would have to charge when something is sold if the board wanted to allow it. Mr. Crotty was looking at shale sold for profit and also the erosion problem. Mrs. Rodemaker was researching the issue. Where does it become part of CZM and their regulations? Even if the township voted someone could do this there a fine line when it is managed by entities we do not have power over. Atty. Nietupski said that was not addressed as it is designed to stop the immediate problem of people taking items for commercial gain. It is not affecting the water way. Mrs. Rodemaker asked if they could really say it would be okay to do this. Atty. Nietupski replied that it depended on what it is. If one piece of driftwood, it may be acceptable. Mrs. Armstrong said there is a difference between someone taking a piece of driftwood and loading a truck. It said they have to get permission. Mrs. Lewis asked how it would be enforced if someone takes a couple of things which the police see, then another person and so on. The police make the decision, not the board. It states if they are caught they can be prosecuted. She did not feel people would come to the board and if a small amount the person may not see it as important. Mrs. Rodemaker asked what is okay to take; where does it end? Atty. Nietupski said the police use their discretion daily. Mrs. Armstrong suggested trying it awhile with the chief being responsible. Chief Morell said some are profiting from it but his concern is does one person give permission or does the board vote? Mr. Ogden thought specific authorization from the board. Mrs. Lewis thought it should keep items from being taken that can be detrimental to the environment. A more firm ordinance could help. Mr. Crotty asked if the sign should have language about environmental reasons. Atty. Nietupski said this was meant to give the police backbone in getting the thieves stealing the shale. Mr. Willis explained whether digging shale or beach sand it falls under the mining laws and DEP takes it seriously and it is their responsibility. However, we can intercede and stop

them physically from doing it. Mr. Crotty said that could be posted and not burden the township. Mrs. Lewis moved to approve reports; Mrs. Armstrong seconded. Motion carried.

2. Township Resident Comments. C. Curtis asked about the code enforcement issue brought up at the last meeting. Mrs. Lewis reported citing the person on multiple items at once with help of the Health Dept. was being looked at. She has contacted the Health Dept. Atty. Nietupski said the situation happened in the past and was cleaned up but is a long standing problem. He asked he try to be patient. We are aware of it and are going to handle it. Mrs. Lewis said that the Health Dept. has the information and will look at it but they have to do three visits in a row and set some traps. R. Cadwallader said the board, solicitor and police chief are doing a great job. He congratulated Mr. Curtis on receiving an award at the Hall of Fame banquet.

3. Payment of Bills. Mr. Ogden moved to pay the bills; Mrs. Lewis seconded. Motion carried.

4. Minutes and Resolutions. Mrs. Armstrong moved to approve the minutes of 9/25/12 board meeting and 10/2/12 budget meeting; Mrs. Rodemaker seconded. Motion carried. Mr. Crotty read Resolution 2012-46 enacting Ordinance 519-12 regarding recreational fires. Mrs. Lewis moved to approve the Resolution; Mr. Ogden seconded. Mr. Ogden, aye; Mrs. Lewis, aye; Mr. Crotty, aye; Mrs. Armstrong, aye; Mrs. Rodemaker, aye. Motion carried.

5. Uniform Pension – Amend CBA Agreement. Mr. Crotty asked the chief for comment. Chief Morell said the CBA has a 2:1 ratio for the State funding, which was waived the past few years and makes the Township's responsibility less. The collective bargaining unit signed off on it. Mr. Crotty moved to amend the CBA; Mrs. Armstrong seconded. Motion carried.

6. Code Enforcement Update. Mrs. Lewis said it was discussed earlier and recapped that she spoke with the Health Dept. on the issue. Regarding the residence on Halley, it was being researched whether there were other items to cite. Additionally, notifying those in row homes to post address numbers on the residences, especially rear, is being looked into.

7. Coastal Zone Grant. Mrs. Rodemaker noted the board discussed the walking path previously and, if possible, it could be submitted this year by 10/15. She met with the engineer regarding costs. Mr. Willis explained CZM liked to fund projects for public access to recreation and projects must be north of Rte. 5. This project provides an access path from the playground area to the boat launch area. The board can ask for design money and then apply for construction but they cannot be applied for together. CZM funds 50%. Any funding through DCNR or PFB&C could be used as a match. Mr. Willis submitted a rough estimate that was projected without any preliminary design work being done. The board will need to decide along the way about how much the project will cost. Low cost is applying for the administration and engineering at an estimated \$10,000; then go through the planning and design for a walk way, or the board could apply for construction which is about \$43,000 and the township pays for the design. It may count toward your match. The board would also have responsibility

for 50% of the construction. CZM does not have much grant money and there will be many applicants. Smaller projects get funded so they can help a lot of communities. Mr. Ogden asked for his recommendation on whether to apply for design or construction. Mr. Willis replied that if they could afford the match, construction. Construction would move the township ahead sooner with possible construction next year. The township has a representative on the CZM board.

Mrs. Lewis asked if the design submitted was the one to go with. Mr. Willis said they would have to locate property and plan how it would fit in the township's right of way. The trail would have to be wide enough for handicap access and a few benches. Mrs. Lewis thought that if by the playground it provided too easy of access for kids to go down to the lake and Mr. Willis noted that could be changed. There would be a lot of work to do once they have the maps. Lakeside Drive would need a cross walk. Mrs. Armstrong thought they should apply for the grant. We have to start with improvements and everyone could use it. Mrs. Lewis said if the township applies for it, then we are responsible for it; we cannot turn it down. Mr. Willis said they could but do not want to do that. Mrs. Armstrong moved that we accept this and apply for the grant; Mr. Ogden seconded. Mr. Willis asked if this was for construction and Mr. Crotty said it was not specified in the motion. Mrs. Lewis noted the township had to match it and asked if the motion was to not accept the exact plan. Mrs. Armstrong said the designer would do that. She moved that we do something smaller for this amount of money. Mr. Crotty asked if the motion was to apply for construction and the construction estimate for the CZM grant? Mrs. Armstrong said yes; Mr. Ogden seconded. Motion carried.

Mrs. Armstrong said a motion was needed. Mr. Willis explained there was a pay request from the fire hall roofing contractor for \$41,391 or 90% with 10% retainage withheld. Mrs. Lewis moved to pay the 90% of the fire hall roof bill; Mrs. Armstrong seconded. Motion carried.

Mrs. Rodemaker reported the Arts Erie grant for dances and concerts was not funded. Mr. Crotty recessed to executive session at 8:03 p.m.; Atty. Nietupski said it was for a personnel issue. Mr. Crotty reconvened the meeting at 8:43 p.m.

Mr. Ogden moved to adjourn; Mrs. Lewis seconded.

Meeting adjourned at 8:43 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS BUDGET MEETING

6:00 p.m.

October 16, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioner A.C. Ogden; Secretary C. Gathers.
Commissioners Lewis and Rodemaker were absent.

Visitors: None.

Mr. Ogden reviewed projected expenses for the sanitation, streets and sewer departmental budgets. Either purchasing over time or contracting with Beute & Bliley for a street sweeper needs looked at. The township building parking lot needed repaired and he questioned whether this would be paid from streets or buildings. He wished to see more spent on resurfacing streets.

Mrs. Armstrong discussed the fire hall roof, gutters and downspouts. The fire hall is dry except behind the downspouts. A light is needed over the door; we need to paint and clean up. Mr. Ogden suggested putting in one cost for fire hall maintenance. Mrs. Armstrong said Tim Crotty submitted information to her about an office in the fire hall. They want to put in a room for washer; cost is \$5,500 to \$6,000; then Tim Crotty can have the other room. Mr. Ogden thought Mr. Crotty had buildings; Mrs. Armstrong said he has buildings but she has the fire hall. Kyle Brink did not bid on the fire hall roof but met with her and she asked if she could compensate him. Mr. Crotty noted Kyle Brink was from the township, had family members here, and bids were taken, this would curry favor. She asked if she could do the gutters before winter and Mr. Ogden asked about her budget. Mrs. Armstrong said the other roof will run about \$10,000. Next budget meeting is October 25th.

Meeting adjourned at 7:40 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP

BID OPENING

12 Noon

October 23, 2012

4230 Iroquois Avenue

Present – Commissioner A.C. Ogden, Secretary C. Gathers

One bid was received for the Streets and Sanitation Contract. The bid was opened, read, and included a bid bond.

Beute & Bliley

<u>Item</u>	<u>Description</u>	<u>2013</u>	<u>2014</u>
<u>STREETS (MAINTENANCE)</u>			
	Section 1		
	Items C-G	\$110,880	\$114,015
	Items A & B		
	(A) Labor Rate	\$95/hr	\$98/hr
	(B) Labor Rate	\$33/hr	\$35/hr
	(B) Truck Rate	\$27/hr	\$28/hr
<u>STREETS (SWEEPING)</u>			
	<u>Section II</u>		
	Items B – C	\$32,775	\$33,882
	Items A, Labor	\$35/hr	\$38/hr
<u>SANITATION</u>			
	Items B – F, Maintenance	\$77,200	\$78,830
	Item A		
	Cost per Call	\$130	\$135
	Cost After First Two Hours	\$105/hr	\$108/hr

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

October 23, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker, Solicitor G. Nietupski, Police Chief J. Morell, Secretary C. Gathers

Visitors: J. Armstrong, H. Perkins, D. Durst, C. Boddorf

Mr. Crotty opened the meeting.

1. Executive Session. Mr. Crotty recessed to Executive Session for a personnel matter at 7:01 p.m. The meeting reconvened at 7:34 p.m.

2. Comments. None.

3. Payment of Bills. Mrs. Lewis moved to pay the bills; Mr. Ogden seconded. Motion carried.

4. Minutes. Mr. Ogden moved to approve the 10/16/12 minutes; Mrs. Lewis seconded. Motion carried.

5. Amending Current Snow Removal Ordinance (Code §1448.11). Mrs. Lewis read the proposed ordinance explaining it added the section: "In regards to snow removal, snow or ice removed from sidewalks and/or driveways shall not be placed, shoveled or blown onto public right-of ways, including streets and alleys." The Code Enforcement Officer will investigate complaints. The ordinance does not have a time frame as people work different hours. One reason for this is to make it safer for kids walking to school. Mrs. Lewis moved to advertise the ordinance; Mrs. Rodemaker seconded. Motion carried.

6. Coastal Zone Committee and Delegates. Mrs. Rodemaker reported that the application was submitted for the Lakeside Trail project. It will be presented to CZM on November 7th during their regular business meeting. Mrs. Rodemaker explained she was the alternate and Mrs. Armstrong the delegate and asked if it could be switched; Mrs. Armstrong agreed. Mrs. Rodemaker moved to change the delegate and alternate positions between herself and Mrs. Armstrong; Mr. Crotty seconded. Motion carried.

Mr. Ogden said one bid was received for the Streets and Sanitation Contract:

Beute & Bliley:

<u>Item</u>	<u>Description</u>	<u>2013</u>	<u>2014</u>
Streets (Maintenance)			
	<u>Section 1</u>		
	Items C - G	\$110,880.00	\$114,015.00
	Items A & B		
	(A) Labor Rate	\$95.00./hr	\$98.00/hr
	(B) Labor Rate	\$33.00/hr	\$35.00/hr
	(B) Truck Rate	\$27.00/hr	\$28.00/hr
Streets (Sweeping)			
	<u>Section II</u>		
	Items B – C	\$32,775.00	\$33,882.00
	Item A, Labor	\$35.00/hr	\$38.00/hr
Sanitation			
	Items B – F Maintenance	\$77,200.00	\$78,830.00
	Item A		
	Cost per Call	\$130.00	\$135.00
	Cost After First Two Hours	\$105.00/hr	\$108.00/hr

He reviewed cost increases for each line. Mr. Ogden moved to approve the contract; Mrs. Rodemaker seconded. Motion carried.

Atty. Nietupski reported the Time Warner cable issue was resolved in favor of the Township and we did not owe them.

Mr. Ogden moved to adjourn; Mrs. Lewis seconded.

Meeting adjourned at 7:55 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS BUDGET MEETING

7:00 p.m.

October 25, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker, Secretary C. Gathers

Visitors: Judy Kalisewski, Joe Kalisewski, K. Jackson

Mr. Crotty asked for visitor comments. K. Jackson asked who was responsible for the newsletter and Mrs. Armstrong said she was; it was distributed by the Boy Scouts. K. Jackson read a statement that there were fabrications about the Fire Dept. and slandering of past commissioners. She said to set the record straight she was submitting an audit report to the commissioners. Mr. Kalisewski asked about the budget meetings and Mr. Crotty said he would present his department tonight. Mrs. Kalisewski requested Mrs. Armstrong resign.

Mrs. Lewis explained she received calls against the the article on cleaning up, which had not been from her. There were also calls that not just row homes need address numbers on the back. The right information needs to be put out; the newsletter did not state it correctly. Mr. McCall did take responsibility for the mistake regarding house numbers.

Mrs. Rodemaker reviewed the Parks and Recreation Dept. budget in General Fund. She is meeting with the Perry 200 committee about help with the fireworks.

Mr. Crotty began review of the Building Dept. in General Fund. Mrs. Armstrong explained that the Fire Dept. buys their own equipment and trucks and by law the Township has to pay certain bills. Mrs. Lewis noted it was workers' compensation insurance. Mrs. Armstrong explained that the judge said the Township will pay their insurance, utilities and East Co. Comm. Center; Mrs. Lewis added for this year. Mrs. Armstrong replied that by the First Class Township Code we have to do certain things; workers' comp., and insurance. Mr. Crotty noted it was the same. Mrs. Armstrong said that the Township owns the building and Mrs. Lewis suggested, perhaps, gifting them the building. Mrs. Armstrong commented no, they were in dire straits; every cent has to be saved to buy equipment. The Township helps them with their utilities and fuel. Mrs. Lewis noted that the Township paid more such as the fireman's dinner, gas, fire alarm inspections, awards for fire trucks, liability and umbrella insurances, workers' comp. insurance, snow plowing, garbage, insurance on fire trucks and fire hall, phone, utilities. Mrs. Lewis offered to help the Fire Dept. with fundraising. Mr. Crotty also offered to help and explained that they had the ability to bring in money. Mrs. Armstrong felt the Township should do upkeep on the building. The FD works hard to keep open and run calls all the time. As for raising money, they would be willing to help.

Mrs. Lewis reviewed the Administration Dept. in General Fund and asked about the annual conferences for commissioners. Mrs. Rodemaker commented that she would like to attend and Mr. Ogden reviewed the benefits of attending. Mr. Crotty continued review of the Building Dept. budget. Mrs. Armstrong discussed having electrician in for ground work at the fire hall.

Mr. Crotty reviewed the Police Dept. budget in General Fund. A request was made and evidence provided to go from have part-time officers to none and eliminating them entirely while adding a full-time officer. The full-time budget would increase from \$290,000 to \$352,000 and eliminate the \$30,000 for part-time. Half of the school officer cost is covered by the School District. There would be additional insurance. When an additional officer was added in 2001 it was largely to employ someone in the school. Mr. Crotty reviewed statistics. In 2011 there were 4,325 calls and as of 10/9/12 there are 4,417 calls. Projected calls are 5,400. With seven officers there were 1,282 calls at 28 minutes, now there are 5,400 calls at 40 minutes which is a significant increase. Mrs. Lewis discussed the Crime Watch meeting and the information provided on increased crime. Mr. Crotty said it would be an increase of \$30,000 to discontinue part-time and change to full-time. Mr. Ogden suggested budgeting the maximum for health insurance. Mr. Crotty said the time and expense of training part-time officers should be also be considered. Mr. Ogden asked for better numbers as to cost.

Meeting adjourned at 9:04 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

**LAWRENCE PARK TOWNSHIP
PLANNING COMMISSION MEETING**

7:00 p.m.

November 5, 2012

4230 Iroquois Avenue

Present: Members T. Culmer, M. Iobst, M. Karle, D. Olson, Secretary L. Wilczynski

Visitor: Mark Kukla

1. Minutes. The October 1, 2012 minutes were approved after a correction to Mr. Olson's statement. Mr. Olson's statement should be changed to read 'the ordinance should only focus on health and safety issues' not 'the ordinance should start with health and safety issues'. Mr. Olson made the motion to approve the October 1, 2012 minutes; Mr. Karle seconded. Motion carried
2. Snow Removal. Mr. Culmer stated that the Snow Removal Ordinance was approved for publication by the Board of Commissioners.
3. Dumpster Placement. Mr. Culmer spoke with Chief Morell and was told that it is illegal to place a dumpster in the street. Clarification from Chief Morell is needed to finish up with the ordinance.
4. Tornado Warning. Mr. Culmer looked into if Iroquois High School had a tornado siren and found out that it is in limbo if it exists or not. Mr. Crotty and Mrs. Armstrong will be meeting to discuss.
5. Joint Comprehensive Plan for Lawrence Park Township. A letter will be sent to the Board of Commissioners asking them to attend meetings in January 2013 to discuss the Joint Comprehensive Plan. In regards to Commissioner Lewis's request regarding home modifications, Mr. Kukla was asked if there was an ordinance already in place regarding permits for home modifications. Mr. Kukla said yes there is code 1262.03 and there is information also on the Lawrence Park web site with information on what modifications need permits. It was discussed that there should be a statement in the next newsletter to say that if you are planning on modifying your home, building or property (ie., sheds decks garages), please check with the zoning office to see if a permit is required.

Mr. Karle made the motion to adjourn; Mr. Olson seconded. Motion carried. Meeting adjourned 8:05 p.m.

Respectfully submitted,

Laurie Wilczynski
Assist. Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

November 13, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, Commissioners A.C. Ogden and J. Rodemaker, Engineer G. Willis, Solicitor G. Nietupski, Secretary C. Gathers. Commissioners Armstrong and Lewis were absent.

Visitors (sign to speak): J. Mason, H. Mooradian, D. Durst

Visitors: H. Perkins, C. Curtis, R. Gindlesperger

1. Reports for October: Budget, Police Dept., Code Enforcement, Zoning, Dog Control Officer, Fire Dept. Mr. Ogden moved to accept as presented; Mrs. Rodemaker seconded. Motion carried.

Atty. Nietupski reported briefs were filed on behalf of an unemployment matter. The decision will probably come in 4-6 weeks from the bureau of review in Harrisburg. There is an on-going code enforcement issues with properties on Halley and Priestley and discussed them with Mr. McCall. He submitted Millcreek and Franklin Townships' ordinance which give greater latitude in penalties. The ordinances cover trash, junk cars and is very comprehensive so would be an overall of our codes. He could have a draft by the next meeting. Regarding snow plowing, insurance and bonds were sent. We have all the documentation we need. Mr. Ogden moved to accept the report; Mr. Crotty seconded. Mr. Willis reported there has been on-going work on the CZM grant and budget items. Review of the videos of the Lake Cliff sewer is continuing and this will prioritize projects for repair and replacement. Mrs. Rodemaker moved to approve the report; Mr. Ogden seconded. Motion carried.

2. Comments. J. Mason complimented on the newsletter. H. Mooradian, representing Eastminster Presbyterian Church, asked permission for J. Lowry, Edinboro, to do a supervised burn of wood from their trees. Mr. Ogden relayed the ordinance restrictions for burning and suggested he ask the FD for help. Mr. Ogden moved we grant permission to Eastminster Church to burn on the scheduled burning day with the assistance of the LPPD. Atty. Nietupski added that burning is to be in strict compliance with Code §668.03. Mr. Ogden amended the motion that it is in compliance with §668.03; Mrs. Rodemaker seconded. Motion carried. D. Durst complimented on the newsletter, duck hunters have not been using the boat ramp so the cement blocks can be moved, and discussed the snow removal ordinance.

3. Payment of Bills. Mrs. Rodemaker moved to pay the bills; Mr. Ogden seconded. Motion carried.

4. Minutes and Resolutions. Mr. Ogden moved to approve minutes: Minutes: October 9, October 23, October 25 Budget, November 5 Budget; Mrs. Rodemaker seconded. Motion carried. Mr. Crotty read Resolution 2012-47 enacting Ordinance 520-12 regarding snow

removal. Mr. Ogden moved to approve Resolution 2012-47; Mrs. Rodemaker seconded. Mr. Ogden, aye; Mr. Crotty, aye; Mrs. Rodemaker, aye. Motion carried.

5. Harborcreek Police Agreement. Atty. Nietupski explained it was approved by Harborcreek and now has come before the Board. Mr. Ogden moved to accept the Agreement for patrolling of their municipality; Mrs. Rodemaker seconded. Motion carried.

6. Approve Second Payment for Fire Dept. Roof. Mr. Ogden said the payment was received and the engineer had inspected their work. Payment is to G&W Roofing for \$4,599.00. Mr. Ogden moved to approve the payment as billed; Mrs. Rodemaker seconded. Motion carried.

7. Report from Erie Area COG. Mr. Ogden said the COG proposed to get a project manager for next year. There would be a small increase in our fee to \$819. Mr. Crotty read Resolution 2012-48 to approve the COG's annual budget. Mr. Ogden moved to approve Resolution 2012-48; Mrs. Rodemaker seconded. Mr. Ogden, aye; Mr. Crotty, aye; Mrs. Rodemaker, aye. Motion carried.

8. Halley & Priestley, Code Enforcement. Mr. Crotty noted it was discussed earlier.

9. Lake Cliff Playground. Mrs. Rodemaker reported there was a site inspection and it needs brought up to code. They are discussing different ideas for the budget. It will take awhile.

10. Fourth of July Fireworks. Mrs. Rodemaker is waiting for more information.

11. Christmas in the Park. Mrs. Rodemaker will discuss at the next meeting.

12. Lakeside Trail. Mrs. Rodemaker reported that she and M. Jonas, engineer, attended the CZM meeting and presented the Lakeside Trail project. Sixteen projects were considered and we ranked no. 3. There are no sidewalks in the area and the trail will connect the playground. Our project is well within the amount of funding CZM has. Our grant would be \$21,500 with a total project cost of \$50,000. Mr. Willis said they were looking at other agencies to see if they will contribute and reduce our commitment. Mrs. Rodemaker said all were good projects but ours connected the community with what CZM is trying to protect and provides public access.

Atty. Nietupski attended an auction and donated an 1876 historical atlas.

Mr. Ogden moved to adjourn; Mrs. Rodemaker seconded. Meeting adjourned at 7:37 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS BUDGET MEETING

6:00 p.m.

November 15, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker, Secretary C. Gathers

Visitors: T. Culmer

T. Culmer discussed adding another full-time police officer and discussing with Harborcreek a combined department. Regarding budget, Mrs. Lewis thought more should be done with playground equipment. With budget they need to consider needs rather than wants more. Quotes were received for an laser fiche system but that will be cut to save money. Additionally carpet for the office will be put on hold as the water problem on the second floor needs fixed. Mr. Crotty reviewed the building's plan which prioritized items. The tenants request the leak problems be fixed and then carpet replaced. There will be a roof survey with infrared at \$5-10,000 to see where leaks are coming in. Repairs to the roof or windows will be looked into. \$80,000 is budgeted for the building. If the cost is less than expected, then work can be done with the HVAC.

Mr. Crotty reported that the General Fund deficit is \$326,000. Mr. Ogden said the fund balance can be drawn on only so much. Mr. Crotty will contact a plumber and hoped to take care of smaller projects for the building this year. Mrs. Lewis said another computer will be purchased for use by the board and code enforcement. \$7,750 is budgeted for administration equipment and \$20,000 for computer equipment in Capital. Mr. Crotty said rather than budgeting for upgrading the lights, maintenance will upgrade as lights need replacement.

Mr. Crotty asked what fire dept. improvements included and Mrs. Armstrong said the roof and water leaks, some bathrooms do not work, and sometime carpet needs replaced in their meeting room but does not need done this year. Mr. Ogden said she identified about \$15,000. Mrs. Armstrong clarified it was \$5,000 bathrooms, \$10,000 roof, \$5,000 stairway and halls, \$6,000 for the room Tim Crotty would like built. Mrs. Lewis suggested for his everyday work he could be at the township building and during emergencies at the fire hall. Mrs. Rodemaker reported she was cutting back fireworks, 4th of July and Party on Main. Mrs. Lewis suggested meeting with the fire dept. and ask what can they do for the next couple of years. We will help with fund raising. It is not about hurting them but we are trying to get a lot of things done and asking for help. Mrs. Rodemaker said we want to say here is the situation. There is no sense in any plans for Lake Cliff playground so anything you can do. Mrs. Lewis reviewed expenses the township pays for the fire department. Their Chief and President should complete what needs done for safety and training, talk to you and then the Board. Mrs. Armstrong said she spoke with them and the building is separate. Mrs. Lewis asked if the budget could be \$15,000 for the roof and bathrooms and our maintenance person could help quite a bit. Mr. Ogden said unless the plumbing is a huge problem, both bathrooms and painting could be done and the budget changed to \$15,000.

Mr. Crotty budgeted \$16,000 in Capital Reserve for a future police vehicle. Mr. Ogden spoke with Harborcreek and the light on Nagle will be activated; Lawrence Park's share is \$22,000. He

will speak with the contractor about a cost for using his street sweeper and compare costs of purchase. Mr. Ogden budgeted \$10,000 for a CDBG grant project to install handicap curb ramps on Napier.

Mrs. Rodemaker said Perry 200 would \$20,000 but want us to have bigger fireworks of \$40,000. Other communities would have to contribute money but there is no actual commitment now. Budget was discussed and \$40,000 budgeted as an expense with \$30,000 revenue for fireworks. Mrs. Rodemaker increased playground equipment by \$5,000. Mrs. Lewis suggested also looking at loans in order to finish a playground. Mrs. Rodemaker commented that also DCNR has a 50% match grant. Mrs. Lewis said Erie Community Foundation is another place to look. Mrs. Rodemaker spoke with the Tree Commission and budgeted \$6,000.

Mr. Ogden reviewed the Special Sewer Fund capital projects. Rehabilitating the Lake Cliff lift station will be in 2014. Budgeted projects are the I&I study, manholes and replacing/relining sewer mains. He reviewed Sewer Fund expenses. Both funds are funded by sewer rates. The board reviewed the budgets and required rates to fund the budgeted expenses. Mr. Crotty asked for an idea to keep approximately the same EDU rate. Mr. Ogden reported the engineer said the manhole project cost could be reduced. Mr. Ogden suggested cutting back the sewer main rehab project to \$245,000. Options are to reduce capital projects or use more reserve. Mr. Crotty wished to keep sewer rates close to 2012 rates. Mrs. Lewis left at 8:30 p.m.

Mr. Crotty said the General Fund balance would be discussed at the next meeting. The board has to look at needs vs. wants and asked they try to do what they can.

Meeting adjourned at 8:45 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS BUDGET MEETING

6:00 p.m.

November 20, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, V.P. M. Armstrong, Commissioners S. Lewis, P. Ogden and J. Rodemaker, Asst. Secretary L. Wilczynski.

Visitors: A. McCall, R. McCall

Mr. and Mrs. McCall attended the budget meeting to discuss the Fire Dept. money situation. Mrs. Rodemaker explained that it was not the intent to cut the Fire Dept. funding. Mrs. Rodemaker explained that the playgrounds are not up to date, need to be safe and ADA compliant or could close and stated that the Township cannot go out fundraising to raise money. Mrs. Lewis said that she had to cut three capital projects this year and asked if the Fire Dept. would be able to pay some of their bills temporarily. The Fire Dept 2012 expenses were listed. Mr. and Mrs. McCall stated that their expenses are rising and that they are losing revenue due to receiving less calls. Mrs. Lewis and Mr. Ogden asked if the Fire Dept. could do more fund drives. Mr. McCall replied that they will shoot for an open house next year. Mrs. McCall stated that they are trying to cut down on expenses. Mrs. McCall also stated that the money saved from not having to pay the bills they were able to set up a fund for a new fire truck.

Mrs. Lewis asked if it cost \$80,000 to sweep the streets. Mr. Ogden said he will sit down with Mr. Bliley and ask him what it costs to sweep the streets, the projected life of the sweeper and figure out whether it be cheaper to contract out or buy a sweeper. Mrs. Rodemaker discussed the Jefferson Society Perry 200 Celebration's offer to Lawrence Park to be included in the 4th of July simultaneous firework display. Chief Morell was concerned about manpower and public safety if this event was held in Lawrence Park. Mercyhurst is the host site and Jefferson Society said LP is either in or on their own. Discussion was held and Mr. Ogden made a motion to provide \$10,800 to supply fireworks for 2013. Mr. Crotty seconded. Discussion followed and Mr. Ogden amended his motion to leave the \$10,800 in the budget if Lawrence Park decides to have fireworks. Mr. Crotty seconded. Motion carried. Mr. Crotty brought up the Teker Park project and said he would not mind withdrawing the application. There was discussion on the project. Mrs. Rodemaker asked if we are setting ourselves up for federal failure if we withdraw. Mrs. Lewis made the motion to withdraw the Teker Park project; Mrs. Armstrong seconded. Motion carried 5-0. Mrs. Rodemaker questioned if the walkway was deleted from the budget. The budget deficit, bldg maint, and the Fire hall gutters and roof were discussed. Mr. Crotty suggested that in the future routing more money to GF than to CR projects. The following cuts were made to balance the deficit:

Deficit Balance	\$-333,706	
	<u>195,300</u>	Teker Park 30-452.600T
	\$-138,406	
	<u>99,000</u>	School Light Pymt. 30-419.6100
	\$- 39,406	
	<u>20,000</u>	Street Equipment 30-430.7400
	\$ -19,406	
	<u>19,406</u>	Bldg Improvements 30-409.3000
	0	

Meeting adjourned at 8:30 p.m.

Respectfully submitted

Laurie Wilczynski
Asst. Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

November 27, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker, Solicitor G. Nietupski, J. Morell, Secretary C. Gathers

Visitors Sign In to Speak: D. Skellie

Visitors: J. Mason, H. Perkins, C. Curtis, J. Armstrong, D. Durst, C. Boddarf

1. Dave Skellie, PA Sea Grant. Mr. Skellie handed out information on public fishing easements including a map showing property owned by the township, GE, golf club and private owners. The fish bypass was installed with various funding sources. The PA Fish & Boat Commission wished to discuss easements on Township property. The process starts with negotiation followed by an offer based on a cost per square foot, then a title search. The funds paid to the Township can be used for anything. Parking is part of the easement and they will discuss it with GE. The idea is to naturalize streams and repair riparian buffers. PFBC is also talking with Wesleyville about easements in their borough. Mr. Skellie was asking for an endorsement to move forward with the easement but also look at what can be done with a stream restoration project. Easement is just for public access and ownership remains with the Township. Mrs. Lewis moved to go ahead and grant Mr. Skellie permission to get an offer to the Township on providing access with easement; Mr. Ogden seconded. Mr. Skellie said in addition to the easement to also talk about stream restoration. Motion carried.

2. Comment. None.

3. Payment of Bills. Mrs. Lewis moved to pay the bills; Mrs. Rodemaker seconded. Motion carried.

4. Minutes. Mrs. Lewis moved to approve the November 13, 2012 minutes; Mrs. Rodemaker seconded. Motion carried.

5. Hiring of Police Officer. Mr. Crotty noted it was budgeted to remove part-time officers and create a full-time position. He asked for a motion to authorize hiring a full-time officer starting in 2013. Mrs. Rodemaker moved; Mrs. Armstrong seconded. Mr. Ogden asked if it would cost more or be a savings. Mr. Crotty said it would not be a savings but an approximate increase of \$25,000. Mrs. Lewis explained health insurance costs decreased from the previous budget amount as actual rates came in and an officer intended to reduce his level of coverage. Motion carried.

6. Approval and Advertisement of 2013 Budget. Mr. Crotty said the proposed sewer rates are comparative to 2012's. The Board reviewed the proposed sewer rates. The board then

reviewed Capital Reserve Fund showing with removal of the Teker Park project, the remaining balance could be budgeted as a transfer to General Fund. The Board reviewed General Fund. Mrs. Armstrong discussed the budget amount for the newsletter being reduced. It was budgeted for 4 times and is now one. Mrs. Lewis said an annual paper was budgeted. Information will be available on the website and lobby counter. The board can change the budget. Mrs. Armstrong said older people do not have a computer. Mr. Crotty suggested one mass mailing. Then newsletters are on the website or by email but residents can call if they want a paper copy; this is green and financially friendly. Mr. Crotty asked for a motion to approve and advertise the 2013 preliminary budget as is stated by the memo in packet. Mrs. Lewis moved to pass the budget and memo in its entirety; Mr. Ogden seconded. Motion carried.

Mrs. Rodemaker announced that the Napier Park Master Site Plan will be presented at a meeting scheduled for December 18th at 6:30 p.m. Mrs. Rodemaker discussed the Lakeside Trail project and budgeting.

Mr. Ogden moved to adjourn; Mrs. Lewis seconded.

Meeting adjourned at 8:12 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

December 11, 2012

4230 Iroquois Avenue

Present: VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker, Solicitor G. Nietupski, Police Chief J. Morell, Secretary C. Gathers. Pres. J. Crotty was absent.

Visitors Sign to Speak: R.Gindlesperger, P. Iobst

Visitors: J. Armstrong, J. Mason, H. Perkins, D. Durst, FR Cadwallader

1. Dean Pepicello, Perry 200 Committee. Mr. Pepicello explained it was the 200th anniversary of the battle on Lake Erie and on behalf of the committee he was coordinating the east county fireworks display. He wanted the commissioners to be aware of their plans so the Board could make their own decision. There will be simultaneous fireworks at the Bayfront, Waterford, North East, Fairview at approximately \$40,000 per show. Perry 200 is helping the municipalities improve events they do and then the firework show. Mr. Pepicello knew the LP show was tradition and wanted the board to know about the Perry 200 fireworks. They are willing to give the township \$5,000 toward its daytime events if they would not do fireworks this one year. Previously the Chief explained the department could not handle the amount of people if Perry 200 fireworks were held here. Mr. Pepicello understood and explained he would advise the board of what Perry 200 was offering and the board could decide whether to accept or not for the one year. He clarified that if the township did not do fireworks for one year, Perry 200 would give \$5,000 to the township. Harborcreek is obligated to Perry 200 for the one year. He did not think there was a time limit but Mrs. Rodemaker said that Zambelli would need to know the board's decision because they need time to prepare for fireworks. Their manpower will be thin because of the other fireworks. Mr. Pepicello mentioned that Zambelli said they could not do \$40,000 worth of fireworks at Iroquois High School as well.

2. November Reports: Budget, Police Dept., Code Enforcement, Zoning, Dog Control Officer, Fire Dept., and Treasurer for October. Mrs. Lewis moved to accept reports; Mr. Ogden seconded. Motion carried. Atty. Nietupski presented the draft sewer ordinance to be advertised and voted on at the next meeting. Mr. Willis reported the CDBG presentation will be at the Erie Co. Planning Commission meeting and the township is applying for funding to do handicap curb ramps. There was an inspection of the township building roof with the manufacturer to try to work out where the leaks are coming from on the second floor. He made some recommendations; otherwise, it is in good condition for its age. Masonry/stucco restoration and window replacement estimates are being worked on. Mr. Ogden moved to approve reports; Mrs. Rodemaker seconded. Motion carried.

3. Township Resident Comments. R. Gindlesperger asked about adjustments to sewer rates and tax millage. Mr. Ogden explained the sewer rates changed slightly and the millage rate will be different but revenue neutral. R. Gindlesperger thought the township should do fireworks. P.

lobst wished to resign from the Erie Co. Planning Commission and felt it was not her area of expertise. Mr. Ogden moved to accept with regrets; Mrs. Lewis seconded. Motion carried. P. lobst discussed proposed meetings with a facilitator and the Planning Commission and Board of Commissioners regarding the comp plan.

4. Payment of Bills. Mrs. Lewis moved to pay the bills; Mrs. Rodemaker seconded. Motion carried.

5. Minutes. Mr. Ogden moved to approve minutes of November 15 (budget), November 20 (budget), and November 27; Mrs. Rodemaker seconded. Motion carried.

6. 2013 Board Meeting Dates & Times. Mrs. Lewis announced that beginning next year board meeting times would change to 6 p.m.

7. Year End Meeting. Mrs. Lewis reported that the board scheduled a meeting for December 27th at 7 p.m. due to the holiday.

8. Advertise Ordinances. Mrs. Lewis explained a motion was needed to advertise the ordinances for the budget, tax levy and sewer rate schedule. Mr. Ogden moved; Mrs. Lewis seconded. Motion carried. Mr. Ogden said current millage is 2.75 mils and 2.2 mils is close to historical records. Mrs. Lewis moved to accept the 2.2 tax levy; Mr. Ogden seconded. Motion carried. Mr. Ogden read the ordinance stating the sewer rates.

9. Sewer Camera Purchase. Mr. Ogden reported Harborcreek Sewer Authority asked about a joint sewer camera purchase. Approximate cost of \$48,000 and it could handle up to 24" lines. If done, Mr. Ogden thought division of cost should be by population. Funding programs and grants would be researched. The current camera we share with Wesleyville handles up to 4" pipes. Mr. Willis said when extensive televising of the Lake Cliff subdivision lines was done, the Township camera was not working well or suitable to document cracks in the line so the project was bid out. The company cleaned the sewer pipes, took video and logged it into a program. It cost around \$17,000 to do all of Lake Cliff. From the perspective of documenting a neighborhood he recommended bidding out as the need arises. If, however, a basement is plugged and we need to see where the problem is, the township needs access to a camera. Mr. Ogden did not think there was a need to invest this amount of money at this time and will notify Mr. McNamara that at this point we are not interested.

10. NGV Program. Mr. Ogden reviewed the program requirements in order to participate in the program and the township did not qualify.

Mr. Ogden explained the COG budget required \$819 contribution next year. Mrs. Lewis moved to approve the COG budget; Mrs. Rodemaker seconded. Motion carried. Mr. Ogden said Mrs. Valenzuela submitted a letter of resignation for the East Erie Suburban Recreation and

Conservation Authority. He moved we accept her resignation with regrets; Mrs. Rodemaker seconded. Motion carried.

11. Main Street Mission. Mrs. Rodemaker explained the County asked she sit on the committee. They will look at an ECGRA grant with a round opening May 2013, maximum of \$15,000 and a 1:1 match. Projects that are near finish, what townships can do to invite business here and brainstorming ideas to take back to municipalities they will do. A question they asked is what makes you proud to live in your area and she asked the board to get back to her. Second question is what we can do to make things better, money aside. What could Main Street look like some day. Mr. Ogden asked if the business community could give some ideas; also, how business can be generated here. Mrs. Rodemaker said the committee's main thrust is encouraging economic development. Mrs. Lewis thought the schools could be involved in the question of what makes you proud to live here.

Mrs. Rodemaker reported 20 new wreath decorations were purchased for Main Street. Mr. Ogden noted Wesleyville offered to help install. Mr. Willis said with the resignation from County Planning Commission there is a vote this week on our project and we need to be able to vote. Mrs. Lewis moved to rescind Mrs. Iobst resignation to effective January 1, 2013; Mr. Ogden seconded. Motion carried.

Mrs. Lewis moved to adjourn and asked for a moment of silence for the Kaliszewski family and the passing of J. Matson.

Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING FOR
NAPIER MASTER SITE PLAN

7:00 p.m.

December 18, 2012

4230 Iroquois Avenue

Present: VP M. Armstrong, Commissioners S. Lewis, A.C. Ogden and J. Rodemaker, Secretary C. Gathers

Visitors: HRG – Jim Feath, Land Development Project Manager, and Jim Watenpool, CPRP, Recreation & Park Professional
Erie County Planning – Julia Donahue
Charlie Curtis, Megan Martin, Caitlin Hollarn, Diana Zejawac, Terry Culmer, Corey Bartlett, Rev. Al Gesler

Mr. Feath and Mr. Watenpool presented the Napier Park Master Site Plan. Mr. Feath reported there was a spring kick off meeting and monthly meetings with the Study Committee who was the conduit for the needs and voice of the community. A DCNR grant funded the project which provided stringent requirements to follow. There was a process of public input, key person interviews, and collecting information. The Study Committee was vital in guiding this plan.

Mr. Feath, referring to the plan, explained that the Priestley lot was left as an open area with the suggested improvement of additional on-street parking. He reviewed the proposed walking path or trail around and in Napier Park. Steps into the park would be replaced and an overlook with benches added. Steps traverse the slope and are with crosswalks to integrate the area. There is a multi-generational playscape for toddlers, children aged 5-12 years and a place for adults to congregate and socialize. The existing recreational building remains but will be surrounded by a smaller activities area and adjacent to that is a pavilion. The proposed restroom building is against the parking lot. Where the existing basketball court is will be a loop drop off area to facilitate easy movement of vehicles and parking for 38 vehicles with ADA parking spaces. Basketball is brought into the area where slope is gradual and creates visibility from Napier Avenue and adjacent to that is a sand volleyball court. The stream bank stabilization project will visually clean up the stream bank and the slope is vegetated. A portion of the trail system is along there and there will be an ADA accessible path and fishing area. This will help to broaden the appeal to Napier Park. The bridge across the creek will also be replaced. It is proposed to develop the baseball field into a multi-field use area for softball, T-ball and it could fit in a soccer field. There is a loop trail around the fields and a parking area. Once the Study Committee felt this was a good plan, then the phase plan was developed in logical sequence.

Mr. Feath reviewed the plan detail for the playground area. There are three areas: 1. the existing play structure remains as it has another 20+ year lifespan but will be enhanced by developing the area around it. The sidewalk is reconfigured and a spider web structure, which is a rope climbing structure, would be installed. A rain garden could be developed to help mitigate storm water runoff and also provide a recreational function. Additionally, there is a proposed boardwalk across the wetland. A grass mound area for playing, climbing feature, some garden area and a sandbox would be here. Mr. Watenpool explained that this is a naturalscape playground to bring people back to nature and will add another facet to the Park. 2. Mr. Feath said they wanted to incorporate a railroad theme in the playscape because of GE so there is a series of spaces in the overall area and a

looping surface area mimicking a train track. 3. Also interactive areas by the perimeter creating seating overlooking the playground area. Also provided is an area for education with amphitheater style seating.

Mr. Feath reviewed the phase plan: 1. main court for parking, restrooms. 2. Continue phase 1 with finishing the pavilion, volleyball and basketball area. 3. Full development of the playground, stream stabilization. 4. Finishing trail system, park and fields. 5. Bridge replacement. Cost estimate for phase 1 is \$587,624; 2 at \$256,995; 3 at \$686,063; 4 at \$339,834; 5 at \$344,850 for total estimated cost of \$2,215,368. DCNR requires the estimate to be at prevailing wage and as if it was all bid; however, the township can come in with volunteer service, in-kind service, grants, funding through local organizations, sponsorship and direct funding of materials. The plan is achievable as long as there is a commitment from the community to get funding and a strong desire within the township to see it become a reality. Mr. Watenpool said service organizations could contribute and have their name put on various things. A number of things can be adult oriented such as basketball or volleyball. The trails could have fitness equipment added around it.

Mrs. Lewis asked for the type of vegetation by the creek bank and Mr. Feath said the stream bank stabilization relies on native plant material such as grasses, black willow, shrubs and mimics what would be found in a natural or unharmed area. Mr. Watenpool noted it provided the beginnings of a riparian buffer. Mr. Feath added that it creates a wildlife habitat. Mrs. Lewis asked about the tot lot and if the structure was included. Mr. Feath said yes and it is equipment geared toward the toddler age group. Mrs. Lewis asked about lights. Mr. Feath noted they were along the parking area for security. Mrs. Lewis noted lighting for the courts and fields were not included. She asked if there was a covering for the sand box. Mr. Feath noted there was not but there was a tarp-like product that could be used. Mrs. Lewis asked about maintenance. Mr. Feath said the costs include building but not long term maintenance. The plan is not detailed to pick out specific materials but is a plan that is utilizing materials that are low maintenance. Playground equipment developed now, beyond vandalism, requires little or no maintenance. Surface materials are appropriate to the type of use. In high traffic areas are concrete walks, other areas are asphalt, and limestone dust trails in areas not high traffic. Mrs. Lewis asked if a DCNR grant it is more beneficial to have structures environmentally friendly and Mr. Feath said yes, use of recycled playground equipment.

Mrs. Armstrong asked what kinds of restrooms were proposed. Mr. Feath said it was not that specific but the committee talked about concrete precast facilities. They are quick to install, durable and can be customized. Mrs. Armstrong asked if there were doors and if they could be locked. Mr. Feath said it was not that specific and when the township gets to the point of building then those questions can be addressed but the township probably wants to be able to lock it. Mrs. Armstrong asked about the path along the creek and if it would run along the top or by the creek. Mr. Feath replied that it will connect with existing sidewalks and be along the top. The existing lawn area can be tapered and then past the bridge it gets into bedrock and it is not feasible to do that.

Mr. Ogden asked if the patio structure around the exiting building had a roof. Mr. Feath said just a patio. Mr. Ogden asked how the restrooms work since it is a low area. Mr. Watenpool suggested using a grinder pump. Mr. Ogden asked about maintenance of the rope equipment. Mr. Feath said it is heavy duty nylon rope and maintenance should be minimal with a 20-25 year lifespan. Mr. Ogden asked if the phase costs included inflation and Mr. Feath replied that they were today's prices. Mr. Ogden suggested developing a 501(c)(3) program so donations could be written off. Mr. Feath said it was discussed in Committee meetings and encouraged development of it. Mr. Ogden

asked how many years to a phase. Mr. Feath said it was proposed that no one phase was beyond five years. It may be 1-2 years to raise capital, a year for permits and bidding out, then a year for construction. A \$256,000 phase may be a 1-3 year time frame. Mrs. Lewis asked why two loops by the softball field. Mr. Feath said it creates a full loop and one loop brings everyone closer to the stream and in a woodland area while the other hugs the road. Mr. Ogden and Mrs. Lewis thought they did a commendable job and the plan was nicely done. Mrs. Lewis suggested restrooms at the ball fields.

Mr. Feath said there is a lot of play surfacing options to look at. Most materials proposed would withstand a flood. There will be some damage in any flood but with wise selection of materials you can minimize devastation. Mrs. Armstrong asked who chose what would be in each phase. Mr. Feath said they worked with the Committee on developing the phasing. Number 1 was chosen to improve access to the park which was seen by the Committee as the major issue with the park. The rest of the phases fell in place from a construction sequence. Mr. Watenpool explained phase 1 provides ADA accessibility which DCNR will look at. Mrs. Rodemaker said they were thinking there would be a park but some cannot get to it and it is hard to get to pavilions. There is potential funding through the Pa. Fish and Boat Commission. Mrs. Lewis left at 8:06 p.m.

Mr. Feath explained the phasing at this point is the best evaluation of how phasing can happen, acceptable to the MSP, and what was heard from the committee and the public. It needs to be dynamic as needs in the community change.

Meeting adjourned at 8:22 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

7:00 p.m.

December 27, 2012

4230 Iroquois Avenue

Present: Pres. J. Crotty, VP M. Armstrong, Commissioners S. Lewis, J. Rodemaker, Police Chief J. Morell, Secretary C. Gathers. Mr. Ogden was absent.

Visitors Sign in to Speak: None

Visitors: J. Armstrong, D. Durst

Mr. Crotty asked for a moment of silence for the passing of a long-term resident.

1. Public Comments. None.

2. Payment of Bills. Mrs. Lewis moved to approve; Mrs. Armstrong seconded. Motion carried.

3. Minutes and Resolutions.

- Minutes of December 11, 2012 and December 18, 2012 (Napier Park Meeting) – motion to approve by Mrs. Lewis; seconded by Mrs. Armstrong. Motion carried.
- Resolution 2012-49, enacting Ordinance 521-12 adopting the 2013 budget – motion to approve by Mrs. Lewis; seconded by Mrs. Rodemaker. Mrs. Lewis, aye; Mr. Crotty, aye; Mrs. Armstrong, aye; Mrs. Rodemaker, aye. Motion carried.
- Resolution 2012-50, enacting Ordinance 522-12 setting the 2013 tax millage – motion to approve by Mrs. Rodemaker; seconded by Mrs. Armstrong. Mr. Crotty, aye; Mrs. Armstrong, aye; Mrs. Rodemaker, aye; Mrs. Lewis, aye. Motion carried.
- Resolution 2012-51, enacting Ordinance 523-12 setting sewer rates - motion to approve by Mrs. Armstrong; seconded by Mrs. Lewis. Mrs. Armstrong, aye; Mrs. Rodemaker, aye; Mrs. Lewis, aye; Mr. Crotty, aye. Motion carried.
- Resolution 2012-52, transferring funds to the police pension fund – motion to approve by Mrs. Rodemaker; seconded by Mrs. Lewis. Mrs. Rodemaker, aye; Mrs. Lewis, aye; Mr. Crotty, aye; Mrs. Armstrong, aye. Motion carried.
- Resolution 2012-53, closing an Erie Bank checking account – motion to approve by Mrs. Armstrong; seconded by Mrs. Rodemaker. Mrs. Lewis, aye; Mr. Crotty, aye; Mrs. Armstrong, aye; Mrs. Rodemaker, aye. Motion carried.

4. Elevation of Class for Officers Hellmann and Devore. The Chief discussed elevating Officer Hellman to Class B and Officer Devore to Class A per the contract. Motion to elevate Officer Hellman in class by Mrs. Rodemaker; seconded by Mrs. Armstrong. Motion carried. Motion to elevate Officer Devore in class by Mrs. Lewis; Mrs. Armstrong seconded. Motion carried. Motion to hire Officer Riggle with start date of 1/1/13 by Mrs. Rodemaker; seconded by Mrs. Armstrong. Motion carried.

5. Unemployment Compensation. The State's option for relief from charges was discussed. Motion to not pursue by Mrs. Armstrong; seconded by Mrs. Lewis. Motion carried.

6. County "Let's Move Out" Program. The program to highlight historical trails in the township at no cost to the Township was explained by Mrs. Rodemaker.

Mr. Crotty reported the building's sump pump was repaired. Mrs. Lewis thanked the Christmas Committee and those who worked on the Santa in the park event. Mrs. Rodemaker thanked those who donated food. Chief Morell reported on a medicine drop off program. Mrs. Lewis reported on upgrades to the meeting room. Mrs. Rodemaker reported on vandalism. Mrs. Armstrong moved to send a letter to the Erie Area COG supporting their grant; seconded by Mrs. Lewis. Motion carried. Setting meeting dates with the Planning Commission was discussed. Mrs. Lewis reported on committee appointments and suggesting reviewing contracts. Snow plowing and complaints were discussed. Mrs. Lewis suggested that Mr. Ogden or others speak with the contractor.

Motion to adjourn the meeting by Mrs. Armstrong; seconded by Mrs. Lewis. Meeting adjourned at 7:45 p.m.

Respectfully submitted,

Cynthia D. Gathers
Township Secretary