

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

January 9, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner F. Mussett, Chief J. Morell, Engineer W. Petit, Secretary C. Cunningham  
**Visitors signed in to speak:** Dale Major, Robert Gindlesperger, Dale Durst  
**Visitors:** Joe Golden, Charles Curtis

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Engineers Report:**

- Lake Cliff Lift Station – Installation of new cover scheduled for 1/14/19
- Manhole and Pipe Relining Project - All manhole rehabilitations have been completed.
- Manhole and Pipe Relining CDBG Grant has been completed. Four Manholes remain to be re-lined-Infiltration & Inflow as well as wet soils have delayed completion. Three of the manholes exhibited structural instability due to cementitious type brick. Repairs have been discussed with contractor. Contract extension will be necessary.
- Salt Storage Shed – Concrete repair of spalled areas and steel plate installation at bolted connections were completed. Warranty registration for Accu Steel portion has been provided to Accu Steel and a Warranty Certificate will be issued. Urban is coordinating with BIU regarding final inspection of completed building.
- Sewer Rates: All 2019 information regarding new sewer rates has been given to the Township
- Lakeside Drive Storm Sewer - Contractor was sent agreement for review and signing. Formal notice-to-proceed will be issued once Agreement has been formally executed by the Township.

Commissioner F. Mussett made a motion to approve all reports as they are presented. Commissioner T. Benovic seconded the motion and the motion was unanimously carried.

**Public Comment:**

- Dale Major asked if the handicap sign that was placed on Smithson Ave., East side of the road could be removed as the signs were placed for the church and there is only mass on Sunday. He said that there is no parking then for him or his family or friends on the designated days if the sign remains in place. Police Chief Morell said that he would reach out to the Church to see if in fact they need the sign to be on both sides of the street.
- Bob Gindlesperger asked if there was any progress on his Right to Know. Commissioner Cabaday said that both the Township Solicitor and Engineer are currently working on getting him all of his information.
- Dale Durst asked if there is going to be any changes in recycling requirements. Secretary Cunningham said that Lawrence Park is under contract for 1 more year with Waste Management so everything will remain as is until through 2019. He also informed the Commissioners that the Water Street parking lot has an old scale in the ground and it is caving in. Commissioner Cabaday said that it will be looked into. He also questioned if there was a rule as to how long someone can have dealer plates on their car. Chief Morell stated that it is permissible for an employee of a dealer to drive a car with dealer plates on it indefinitely.
- Terry Culmer spoke on behalf of the church handicap parking spot. He explained that the handicap person did not have access to the small parking lot behind the church therefore needing a spot.

**Bills:**

Commissioner F. Mussett made a motion to pay bills as presented, Commissioner T. Benovic seconded the motion and the motion was unanimously carried.

**Minutes:**

Commissioner T. Benovic made a motion to approve the Minutes for 12/26/18. Commissioner F. Mussett seconded the motion and the motion was unanimously carried.

**Resolutions:**

- President Cabaday read aloud Resolution 2019-01 – Tax Collector Exoneration and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-01 was duly approved.
- President Cabaday read aloud Resolution 2019-02 – 2019 Tax Millage Rates and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-02 was duly approved.
- President Cabaday read aloud Resolution 2019-03 – 2019 Sewer Rates and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-03 was duly approved.
- President Cabaday read aloud Resolution 2019-04 – Mark Cecchetti reappointment to Zoning Hearing Board with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-04 was duly approved.

**Old Business:**

Nothing to Report

**New Business:**

Commissioner F. Mussett motioned to advertise for Ordinance 003-2019, Intergovernmental Cooperation Act. Commissioner T. Benovic seconded; the motion unanimously carried.

Commissioner T. Benovic motioned to advertise for a new Emergency Management Coordinator, Commissioner F. Mussett seconded; the motion unanimously carried.

Commissioner F. Mussett motioned to advertise all 2019 board meetings. Commissioner T. Benovic seconded; the motion unanimously carried.

Commission Delegate appointments were tabled until a full board could attend. Commissioner Cabaday also suggested that each person that attends should provide a report or minutes from such meetings attended.

Commissioner T. Benovic motioned to reappoint Joe Golden to the vacancy board through 12-31-2019. Commissioner F. Mussett seconded; the motion unanimously carried.

Commissioner Cabaday reported that interviews had taken place for a new maintenance position and asked for a motion to hire Darrell Pound to the position. Commissioner T. Benovic motioned to hire Darrell Pound, Commissioner F. Mussett seconded; the motion unanimously carried.

Commissioner F. Mussett motioned to adjourn the meeting at 6:36 p.m. Commissioner T. Benovic seconded; motion carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

January 23, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner F. Mussett, Commissioner E. Gerardine, Commissioner S. Messina-Miller, Police Chief Morell, Solicitor A. Martinucci, Secretary C. Cunningham  
**Visitors signed in to speak:** Marion Armstrong, Robert Bell, Robert Gindlesperger, Charles Curtis, Tony Ferritto  
**Visitors:** Marc Rickard, Mitchell Fabry, Melinda Meyer, Bill McLaughlin, Dale Durst

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

-Robert Bell from PennDot presented the display and details to the bridge over 4 mile creek that will be replaced at Main Street. Bell reported that PennDot will provide a walkway for pedestrian traffic during construction. Traffic will be re-routed to Iroquois Avenue. The project will take place in the Spring of 2020 and will take approximately 3 months.

-Marion Armstrong asked if the new intergovernmental agreement would affect the ambulance service for the Lawrence Park Township Fire Department. Commissioners Cabaday and Messina-Miller explained that there would not be a loss of L.P. ambulance service but that this agreement would help the service with all calls being answered. Cabaday explained that L.P. Fire Department will be the first to respond. If there is nobody there to take the call then one of the other departments would respond. Commissioner Messina-Miller said this arrangement has been something that was needed for a long time and that the Lawrence Park Police also respond to ambulance calls which is a rarity in municipalities.

-Robert Gindlesperger asked about the sewer charges for single family homes, the school and his mobile home park. His understanding was that customers were charged according to the size of the water line servicing the business, residence, establishment, etc. Mr. Gindlesperger asked if the Township would be willing to sit down and discuss the charges. Commissioner Cabaday said that she would get back in touch with Mr. Gindlesperger at a later time.

- Charles Curtis questioned why the Memorial light was not working again. It was explained that there is no failure in the light but that there is a breaker that keeps getting tripped within the building that is in process of being repaired. He also questioned about why there is so much snow pushed up against all the cars parked in the streets. Commissioner Cabaday explained that we are now using 5-ton plow trucks as opposed to pick-ups for better clearing of the streets. Unfortunately, if you park in the street this is something that cannot be controlled.

- Tony Ferritto stated that he was very impressed with the snow plowing this year down on Lake Cliff Drive. He said the plow was taking the snow right to the curb and keeping it all clear.

**Bills:**

Commissioner T. Benovic made a motion to pay bills as presented, Commissioner E. Gerardine seconded the motion and the motion was unanimously carried.

**Minutes:**

Commissioner T. Benovic made a motion to approve the Minutes for 1/9/19 and minutes from the EECEMS meeting Commissioner S. Messina-Miller seconded the motion and the motion was unanimously carried.

**Resolutions:**

-President Cabaday read aloud Resolution 2019-05 – 2019 Amended Sewer Rates and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner E. Gerardine "aye"; Commissioner F. Mussett; "aye"; Commissioner Messina-Miller "aye". With all in favor, Resolution 2019-05 was duly approved.

-President Cabaday read aloud Resolution 2019-06 – A Resolution to approve the proposed changes to the EECEMS bylaws and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner E. Gerardine "aye"; Commissioner F. Mussett; "aye" Commissioner Messina-Miller "aye". With all in favor, Resolution 2019-06 was duly approved.

-President Cabaday read aloud Resolution 2019-07 -- Adoption of an intergovernmental agreement for emergency medical service and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner E. Gerardine "aye"; Commissioner F. Mussett; "aye" Commissioner Messina-Miller "aye". With all in favor, Resolution 2019-07 was duly approved.

#### **Old Business:**

Commissioner Delegates and alternates were chosen as follows:

EACOG: Delegate; Eric Gerardine/Alternate; Jan Cabaday

ECATO: All Commissioners

EECEMS: Delegate; Jan Cabaday/Alternate; Shelly Messina-Miller

CZM: Delegate; Shelly Messina-Miller/Alternate; Cindy Jo Cunningham

MPO: Delegate; Jan Cabaday/Alternate; Cindy Jo Cunningham

Planning: Delegate; Mark Kukla/Alternate; Tammy Benovic

-Attorney A. Martinucci approached the Board to have a person appointed to the Erie County Signing Region Trust. He said it does not need to be a Commissioner but could be an interested citizen. Meetings are quarterly on a Tuesday at 2:30 in the afternoon with the next one being in May.

-Commissioner E. Gerardine made a motion to place an advertisement for 2 weeks for the maintenance position as the last person interviewed rejected the offer of employment, Commissioner F. Mussett seconded the motion and the motion unanimously carried.

-Commissioner F. Mussett made a motion to appoint Felix & Gloekler as Lawrence Park Township's auditor for 2019 and Commissioner E. Gerardine seconded the motion and the motion was unanimously carried.

-Commissioner F. Mussett explained that the contract will expire in late February with our current Building Maintenance contractor. His intent for 2019 is to contract with Scobell Industries as per their proposal to the Township as presented. Attorney A. Martinucci addressed the proposed Lease amendment from the Commonwealth in regards to the State Police Barracks. He explained that they did not want to get locked into a multiyear contract. There is a 5-year extension on the table but he feels that it may be just a month to month basis. Martinucci also presented an adjusted application form for usage of Township Facilities form. He suggests a later discussion on the changes the board may want to make in the future and what needs to be addressed.

#### **New Business:**

-Commissioner E. Gerardine made a motion to hire 2 new part-time crossing guards, Commissioner F. Mussett seconded the motion and the motion was unanimously carried.

-Commissioner Benovic spoke about a possible exchange of properties with the Iroquois school district. Those properties would include the softball field which the Township owns in exchange for the Sand Volleyball courts as well as the tennis courts which is owned by the School district. Commissioner F. Mussett made a motion to exchange properties with the Iroquois School district, Commissioner J. Cabaday seconded the motion and motion was unanimously carried.

-Commissioner Benovic spoke to the representative for EMTA and they are asking if there is anything that the Township would like to see in improvements to their service within the Township. Shelters for patrons were discussed and Commissioner Benovic said that she would speak to them about these items.

#### **Executive Session: Personnel Matters**

Commissioner J. Cabaday called the meeting back to order after the executive session and Commissioner E. Gerardine motioned to adjourn the meeting at 7:27 p.m. Commissioner S. Messina-Miller seconded; the motion unanimously carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

February 13, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner E. Gerardine, Commissioner F. Mussett, Commissioner S. Messina, Chief J. Morell, Engineer T. Podskalny, Solicitor A. Martinucci, Fire Chief J. Crotty, Secretary C. Cunningham

**Visitors signed in to speak:** None

**Visitors:** Joe Golden, Robert Gindlesperger, Dale Durst

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Engineers Report:**

-2018 CDBG Grant Manhole and Pipe Relining Project (Advanced Rehabilitation Technology) Manhole repair material and cost has been submitted by the Contractor and approved by Urban for the repair of three (3) manholes that had exhibited structural instability during preparatory cleaning work due to the cementitious type brick used in them.

A Change Order for that work and a Contract Time Extension has been executed by the Contractor and Erie County. The cost of the Change Order will be offset by savings in the original contract cost realized from a reduction in pipe lining length. Work will resume in Spring 2019 when temperature and flow conditions are suitable.

-Lakeside Drive Storm Sewer-A construction agreement has been executed for the project. A formal Notice-to-Proceed will be issued to the contractor, Standard Pipe Services LLC in the near future so that actual construction work may be scheduled and completed within the stipulated 120-day contract time.

-Chapter 94 Report - Per Township request, Urban is preparing the annual Chapter 94 Municipal Wasteload Management Report as required by the City of Erie.

-Soudan Lift Station Replacement - Per Township direction and authorization, Urban has begun design of the Soudan Lift Station. Urban's preliminary work has included: preliminary design considerations for layout/location; flow calculations; force main and wet well sizing; assembly of preliminary details and specifications; and preparation of E&S and water quality management permit plans and applications.

**Solicitor's Report**

-There have been some personnel issues being addressed as well as an unemployment hearing that was attended and will be continued.

-Some legal research has been done regarding Code Enforcement questions and issues.

-The revisions to the Facilities usage agreement have been completed and ready for review. The form has been updated and now requires a \$100 security deposit. If someone leases Township facilities an employee will check the property after the event and if there is no damage the deposit will be returned. If an organization uses the facilities over a period of time one (1) security deposit will need to be placed until the end of engagement which again will be returned if there is no damage or clean-up costs incurred by the Township. The deposit does not limit the person or groups liability nor does it cap damages. If damage occurs to the facility during use, they will lose their deposit and incur costs for clean up and or damages.

-The Commonwealth of Pennsylvania's lease on the building for PSP. What is being looked at is a 3-year contract with 6-month extensions.

**Police Report**

Chief Morell said the department will be hiring Kayla Pound and her start date is March 4, 2019; the police department will then be back at full complement.

**Fire Department Report**

Chief Crotty said the department in the fiscal year 2018 is \$30,000 under operating budget. He stated the department is in need of volunteers. To date they have had 89 runs. Chief stated the department is looking into a couple different grant programs looking in particular at personal protection gear.

Commissioner E. Gerardine made a motion to approve all reports as they are presented. Commissioner F. Mussett seconded the motion and the motion was carried.

**Public Comment:** None

**Bills:**

Commissioner T. Benovic made a motion to pay bills as presented, Commissioner F. Mussett seconded the motion and the motion was carried.

**Minutes:**

Commissioner E. Gerardine made a motion to approve the Minutes for 1/23/19. Commissioner T. Benovic seconded the motion and the motion was carried.

**Resolutions:**

-President Cabaday read aloud Resolution 2019-08 – Sewer Rates and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; “aye”, Commissioner J. Cabaday; “aye”; Commissioner E. Gerardine; “aye”; Commissioner F. Mussett; “aye”; Commissioner S. Messina; “aye”. With all in favor, Resolution 2019-08 was duly approved.

-President Cabaday read aloud Resolution 2019-09 – 2019 Secretary Wages Resolution 2019-09 and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; “aye”, Commissioner J. Cabaday; “aye”; Commissioner E. Gerardine; “aye”; Commissioner F. Mussett; “aye”; Commissioner S. Messina; “aye”. With all in favor, Resolution 2019-09 was duly approved.

**Old Business:**

-Commissioner Cabaday reported that the Township Handbook has been under review and changes have been made. Commissioner F. Mussett made a motion to approve the changes in the Township Handbook, Commissioner E. Gerardine seconded; the motion carried.

**New Business:**

Commissioner Cabaday read a letter of Intent provided by the ECOG to participate in a study to ascertain which municipalities would be interested in participating in a study of the potential for joint/shared emergency management coordination. If there is enough interest to proceed with a study, DCED will engage the consultant and pay for it. Commissioner T. Benovic motioned to proceed in the study, Commissioner E. Gerardine seconded; the motion carried.

Commissioner E. Gerardine motioned to hire Michael Yokoff and Carrie Carpenter as part-time Crossing Guards, Commissioner F. Mussett seconded; the motion carried.

Commissioner T. Benovic explained that East Erie Suburban Recreation and Conservation Authority has been dissolved but we have received a request to help pay some bills to close out its obligations. At this time Benovic said she would like to look a bit further into this matter before a final decision can be made.

Commissioner F. Mussett made a motion to accept the new conditions of the State Police Contract, Commissioner E. Gerardine seconded; the motion carried.

Commissioner T. Benovic made a motion to accept the new facilities usage contract, Commissioner S. Messina seconded; the motion carried.

Commissioner F. Mussett motioned to adjourn the meeting at 6:30 p.m. Commissioner S. Messina seconded; motion carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

February 27, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner F. Mussett, Commissioner E. Gerardine, Commissioner S. Messina, Secretary C. Cunningham

**Visitors signed in to speak:** None

**Visitors:** Robert Gindlesperger, Charles Curtis, Joe Golden, Dale Durst, Mary Medwid, Jenn Sheldon

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

President J. Cabaday gave the floor to Mr. John Kraus from Allegheny Financial who presented the Board with the yearly financial reports for Uniformed and Non-Uniformed pension plans. He reported that 2018 was a difficult year in the market. The Market value for Uniformed Pension Plan at the end of 2018 was \$2,872,539.24. Year-to-date gain is currently at 8%. Market value of Non-Uniformed Pension Plan at the end of 2018 was \$639,227.64. Year-to-date gain is currently at 6%. Kraus stated they do have some recommendations to rebalance some of the accounts within the portfolios. Once Mr. Kraus sends those recommendations to the Township the Board can move to accept or decline those recommendations.

**Bills:**

Commissioner E. Gerardine made a motion to pay bills as presented, Commissioner S. Messina seconded the motion and the motion was unanimously carried.

**Minutes:**

Commissioner F. Mussett made a motion to approve the Minutes for 2/13/19 Commissioner E. Gerardine seconded the motion and the motion was unanimously carried.

**Old Business:** None

**New Business:**

-Commissioner Mussett stated that he met with Northwest Savings Banker Paul Kruszewski and had applied for a loan for improvements to the Township Buildings \$167,000. This will include fencing around the salt shed as well as paying off Engineering fees for salt shed, work on the Bell Street Garage, ADA improvements to the Township Building as well as cement improvements in front of the Township Building and the Fire Department. Mussett asked if Commissioner Gerardine along with himself would consider being a second signer on the loan. Commissioner Cabaday made a motion to approve the loan as well as Commissioner Gerardine being the 2<sup>nd</sup> signer on the loan, Commissioner Mussett seconded the motion and the motion was unanimously carried.

- Secretary C. Cunningham spoke to the Board as well as the visitors about a phone call she received from WQLN stating that they have chosen Lawrence Park Township to be featured in the Our Town Series. This would be a focus on the town and its businesses. A request by WQLN to hold a Public meeting at the Township Building on March 20<sup>th</sup> from 6-7:30 was made to the Board of Commissioners. A motion to hold the meeting at the Township Building was made by Commissioner Cabaday, Commissioner Messina seconded the motion and the motion was unanimously carried.

Commissioner E. Gerardine made a motion to adjourn the meeting at 6:18 p.m. Commissioner F. Mussett seconded; the motion was unanimously carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

March 13, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner F. Mussett, Commissioner S. Messina, Chief J. Morell, Engineer T. Podskalny, Solicitor A. Martinucci, Secretary C. Cunningham

**Visitors signed in to speak:** Jim VanDyne, Reese Cadwallader

**Visitors:** Joe Golden, Mary Medwid Dale Durst

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Treasurer Report:**

Mrs. Joyce Spitznogle stated there has been a steady flow of tax money coming in and that all accounts are in order.

**Engineers Report:**

-2018 CDBG Grant Manhole and Pipe Relining Project (Advanced Rehabilitation Technology) – Four (4) manholes remain to be re-lined. The necessary manhole repair work will be handled by Change Order. The repair work and contract extension have been discussed with Erie County, both the change order and time extension have been signed, and all work is scheduled to be finished before April 31<sup>st</sup>.

-Chapter 94 Report: Urban has completed the Wasteload Management Chapter 94 Report, and submitted it February 20<sup>th</sup>.

-Soudan Lift Station Replacement – The design for the Soudan lift station has begun. Urban is working on the preliminary calculations and starting the permitting process. Tasks being worked on include:

Initial flow determinations, specifications, E&S control plan and narrative, force main and wet well sizing, plan sheets and details, water quality management permit, pump sizing, site layout, one call for existing utility information, design narrative, and the sewage facilities planning module along with the applicable forms. Urban is also working on the preliminary Engineering Report (PER) and EJCDC contract for design as requested and required by the USDA for a rural utilities service financial assistance loan to be applied for by the Township.

-Lawrence Park Street Rehabilitation: Urban has not yet been directed to begin work on the street rehabilitation project for 2019. Urban will coordinate with appropriate Township personnel to determine a preliminary scope of work and costs based upon the amount of funding available once authorized to begin work.

-Salt Storage Building: Urban has received an inquiry from the Township in regard to fire retardant for the salt storage building cover. Urban is contacting the contractor to obtain information.

**Police Report**

Chief stated for the first time in 8 months the police department is in full complement with the addition of Officer Kayla Pound who began March 4, 2019. She is currently in training and will be out on her own in April.

**Solicitor's Report**

We have conveyed the approved and signed PSP lease amendment back to the Commonwealth. They will circulate for signatures on their end, and provide us with a fully-executed copy.

-We are working on correspondence with the contractor to address curb damage. This project was sidetracked earlier because of the number of additional matters we were asked to address, but we should be ready to send a demand letter out by the end of the month.

-We were involved with efforts to resolve a code enforcement issue with a resident. Those efforts were unsuccessful, and it is my understanding that the matter has been rescheduled for a hearing before the MDJ.

-We have addressed additional questions from the Chief of Police regarding the recently adopted Processing and Equipment Reimbursement Agreement, and have prepared a repayment agreement to be presented to Mr. Larese. My understanding is that a repayment plan has been entered into with Mr. Larese.

-We have completed, and are awaiting a decision on, a recent Unemployment Compensation hearing.

-We have worked with outside counsel on discovery matters regarding the DeSantis lawsuit.

-We have addressed questions concerning the next steps for the Rankline Ave. properties recently damaged or destroyed by fire.

-We have prepared, for the Commissioner's consideration, a revised Fireworks and Flammable Materials Ordinance, based on recent changes to state law in that regard.

Commissioner F. Mussett made a motion to approve all reports as they are presented. Commissioner S. Messina seconded the motion and the motion was carried.



**Public Comment:**

-Jim VanDyne addressed the Board as the Secretary of the Historical Society. He asked if the building would be available for the Memorial Day Celebration. Commissioner Mussett has asked if they have turned in their facility usage form yet. VanDyne said he would make sure it is done immediately. Jim also asked for the help of the Township staff to help with the invitations and various tasks that need to be done. Secretary Cunningham said the Office staff would indeed help with the preparations. VanDyne also reminded everyone that there would be a meeting March 20<sup>th</sup> at the Township Building concerning Lawrence Park being on the "Our Town" WQLN channel this summer.

-Reese Cadwallader said his street is in need dire need of paving. He would also like to compliment the Township maintenance worker who plows the sidewalk around Beute Park and the crosswalks. Cadwallader also is concerned about the communication with the new owners (Wabtec) of the old General Electric plant. The Board assured him that they are actively looking into this.

**Bills:**

Commissioner S. Messina made a motion to pay bills as presented, Commissioner T. Benovic seconded the motion and the motion was carried.

**Minutes:**

Commissioner T. Benovic made a motion to approve the Minutes for 2/27/19. Commissioner F. Mussett seconded the motion and the motion was carried.

**Resolutions:**

-President Cabaday read aloud Resolution 2019-10 – County Aid Fund Usage and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye"; Commissioner S. Messina; "aye". With all in favor, Resolution 2019-10 was duly approved.

-President Cabaday read aloud Resolution 2019-11 – Northwest Bank Pension Signers and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye"; Commissioner S. Messina; "aye". With all in favor, Resolution 2019-11 was duly approved.

-President Cabaday read aloud Resolution 2019-12 – Allegheny Financial Group Pension Signers and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye"; Commissioner S. Messina; "aye". With all in favor, Resolution 2019-12 was duly approved.

**Old Business:** Nothing to report

**New Business:**

Commissioner F. Mussett motioned to hire Christopher Nies for the Township Maintenance Position with a 90-day probationary period, Commissioner S. Messina seconded; the motion carried.

Commissioner T. Benovic motioned to approve the recommendations of Allegheny Financial Group for Rebalancing the Portfolios of the Uniformed and Non-Uniformed pension plans, S. Messina seconded; the motion carried.

Commissioner S. Messina motioned to use outside services for items to be notarized, Commissioner F. Mussett seconded; the motion carried.

Commissioner J. Cabaday stated that Commissioner E. Gerardine met with Northwest Savings Banker Paul Kruszewski and applied for a loan for \$365,944 for street repairs. He asked for approval for the loan from the Board and to have Commissioner F. Mussett as his secondary signer on said loan. Commissioner S. Messina made a motion for approval of loan and for Commissioner Frank Mussett as secondary signer on the loan, Commissioner T. Benovic seconded the motion and the motion carried.

Commissioner F. Mussett motioned to adjourn the meeting at 6:26 p.m. Commissioner T. Benovic seconded; motion carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

March 27, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner F. Mussett, Commissioner E. Gerardine, Commissioner T. Benovic, Secretary C. Cunningham

**Visitors signed in to speak:** Al Renshaw

**Visitors:** Robert Charles Curtis, Joe Golden, Dale Durst, Mary Medwid,

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

President J. Cabaday gave the floor to Kyle Foust. Mr. Foust presented a verbal presentation of his company CityGrows which provides a cloud-based program for Local Governments. CityGrows helps governments manage forms and processes online providing a more efficient work environment. Foust stated that he would be willing to come back at a later date if the Board was interested in a demonstration. Al Renshaw stated that the boat ramp had some damage during the winter, Commissioner Benovic said she is aware of the repairs that are needed and they will be addressed once the weather allows. He also said that there are a few trees that are across the creek down in Napier. Benovic said that she is also aware of those trees and they will be addressed. Benovic also said she is looking into whose responsibility it is because it may be on Wabtec's property.

Dale Durst asked what the Board considers "mining", Commissioner Benovic responded that primarily it is rocks and beach glass. Benovic said that there are signs stating what it means but she said that she would have to go down and read the signs to see exactly what the signs say. Durst also asked about the trees that are down in the creek down at the golf course because there are trees blocking the flow of water. He also said that there was an agreement made that the golf course was to clean the fish ramps and that is not being done.

**Bills:**

Commissioner E. Gerardine made a motion to pay bills as presented, Commissioner F. Mussett seconded the motion and the motion was carried.

**Minutes:**

Commissioner F. Mussett made a motion to approve the Minutes for 3/13/19 Commissioner T. Benovic seconded the motion and the motion was carried.

**Old Business:**

-Commissioner Cabaday stated that Commissioner Gerardine had applied for an additional loan for \$7,756 as well as the 365,944 for streets and asked for a motion to consider Commissioners Mussett and Gerardine to be signers on the Northwest Loan. Commissioner Gerardine made a motion to approve Mussett and Gerardine as signers, Commissioner Benovic seconded the motion and the motion was carried.

**New Business:**

Nothing to report

Commissioner T. Benovic made a motion to adjourn the meeting at 6:26 p.m. Commissioner F. Mussett seconded; the motion was carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

April 10, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner F. Mussett, Engineer T. Podskalny, Solicitor A. Martinucci, Secretary C. Cunningham

**Visitors signed in to speak:** Dale Durst, Dale Williams, Kathleen Griffin, Steve McGill

**Visitors:** Joe Golden, Mary Medwid,

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Treasurer Report:**

Mrs. Joyce Spitznogle stated there has been a steady flow of tax money coming in and there are 2 weeks left for the discounted period. She also said that all accounts are in order.

**Engineers Report:**

- CDBG Grant Manhole and Pipe Relining Project (Advanced Rehabilitation Technology) – Four (4) manholes remain to be re-lined. The contractor plans to be onsite to resume the work on April 16<sup>th</sup>. All work is scheduled to be finished before April 30<sup>th</sup>.

-Lakeside Drive Storm Sewer construction agreement was executed January 4, 2019 for the project for contract price of \$71,350. A formal Notice-to-Proceed has been forwarded to the Township for execution which will be sent to the contractor, Standard Pipe Services LLC after Township execution.

-Soudan Lift Station Replacement; The design for the Soudan lift station is continuing. Urban met with the Township on project status and alternatives, and is proceeding on design and permitting, as well as the Preliminary Engineering Report (PER) and EJCD contract for design as requested and required by the USDA for a rural utilities service financial assistance loan to be applied for by the Township.

-Salt Storage Building; Per Township request (Commissioner Mussett), Urban is coordinating the solicitation of quotes for construction of a fence around the recently constructed Salt Storage Building. Urban met on site April 8<sup>th</sup> with a Township representative and a prospective vendor to clarify scope-of-work parameters, adding approximately 100' of fencing to be able to entirely surround the building. Urban has solicited quotes from four (4) firms. Once quotes are received, we will provide them to the Township for their review.

-GE/Wabtec Industrial Sewage Flow Calculations; Urban is in the process of reviewing the Industrial sewer flow rate calculations for GE/Wabtec, and will forward them to the township when complete (target date April 16<sup>th</sup> pending internal Urban review).

-2019 Root Control; Urban has met with Duke's Root Control to review which sanitary lines would be considered for ongoing root control maintenance. Urban reviewed the particular sewage lines with the Township and received approval to proceed with work. Urban is currently awaiting an agreement from Duke's to provide to the Township for signature. Once signed, Urban will coordinate the work with the Township and Duke's as necessary.

-Iroquois School District Baseball Field and Tennis Court Properties Land Swap; Urban has begun preliminary research work for the properties. Urban has requested Commissioner Benovic to coordinate with School district personnel to obtain any existing record plans from previous surveys or designs for the School District facilities to aid in Urban's subsequent field survey efforts to be scheduled in the near future.

-Lake Cliff Lift Station-paving of former lift station area: Per Township request (Commissioner Cabaday) Urban is preparing a bid package to construct bituminous pavement for the area encompassing the prior location of the Lake Cliff Lift Station. We anticipate being able to advertise for bids by the end of April.

#### **Solicitor's Report**

-We have received the signed PSP lease amendment back to the Commonwealth. Material will be sent to Township Secretary.

-We are working on correspondence with the contractor to address curb damage. I have shared a proposed correspondence with Commissioner Gerardine concerning our next steps in that regard.

-We have been engaged to assist in a couple of different code enforcement matters (including the Rankine Ave. properties damaged or destroyed in the recent fire), and are proceeding with those.

-We are completing paperwork for the USDA Rural Utilities project, and will have that to Commissioner Cabaday before the end of the week.

-I can report that we were successful in our recent Unemployment Compensation hearing.

Commissioner F. Mussett made a motion to approve all reports as they are presented. Commissioner T. Benovic seconded the motion and the motion was carried.

#### **Public Comment:**

-Dale Durst asked when the pier will be fixed. Commissioner Benovic stated that she as well as Ricky Watkins inspected the damage done to the pier during the winter storms. A plan for repair is in process. Durst said that a police officer asked him to leave the beach because he was removing items from the area. Commissioner Cabaday said that if he had issue with that he should speak to the chief of police. Durst claims that beach glass is considered to be trash. Cabaday reminded him that he has a copy of the Ordinance and it states no removal of items from the beach. He said that the Ordinance should be changed. Commissioner Benovic said that the Township needs a planning commission to be able to amend the Ordinance book. Solicitor Martinucci explained how the ordinance reads and it does in fact say "items" are listed and that could mean anything. Martinucci stated according to the written letter of the law you should not be taking beach glass or any other item from the beach.

-Dale Williams and Kathleen Griffin asked about paving the parking lot at the boat ramp. Williams presented a drawing of what he suggests for painting the lines. Cabaday said the engineer is actively working on that paving project. Williams said he would be willing to help with the painting once the lot is paved.

-Steve McGill also wanted to ask about picking up items off the beach. McGill said that he is not a resident but enjoys coming to the boat launch to look for glass.

#### **Bills:**

Commissioner T. Benovic made a motion to pay bills as presented, Commissioner F. Mussett seconded the motion and the motion was carried.

#### **Minutes:**

Commissioner T. Benovic made a motion to approve the Minutes for 3/27/19 as well as the minutes for the DCED study-EMC meeting Secretary Cunningham attended on behalf of the Township. Commissioner F. Mussett seconded the motion and the motion was carried.

#### **Resolutions:**

-President Cabaday read aloud Resolution 2019-13 –Surplus 2010 Crown Victoria police cruiser and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-13 was duly approved.

#### **Old Business:**

Commissioner Benovic said that the Tri-Community pool committee is still in existence therefore Benovic said that the Township will still contribute to that fund.

**New Business:**

- Commissioner E. Gerardine was absent from this meeting, therefore the streets bid process will have to be tabled.
- Commissioner Cabaday spoke to the Board concerning hiring Linda Bliley who was working on programming and data entry with our QuickBooks programs. Solicitor Martinucci suggested that the Board hire her as an independent contractor and not a Lawrence Park employee. Martinucci said that he would draw up a written Agreement.
- Commissioner S. Messina was absent from the meeting, therefore the 10-year contract was tabled.
- Commissioner J. Cabaday asked the Solicitor to explain what a conflict of interest policy is. Martinucci stated that as a practical matter the Township should have a Conflict of Interest policy in place. The reasoning being that when you go out for loans the entity with the monies wants to make sure you have this policy in place. This policy is part of state law as well as state ethics guidelines. It tells you what you can and can't do as far as employees and their relatives and elected officials and their relatives. What you can and can't enter into. Commissioner F. Mussett made a motion to accept the conflict of interest policy, Commissioner T. Benovic seconded; the motion carried.
- Commissioner Benovic stated the Food Truck Festival will take place on June 1, 2019 and asked if the Board would waive both the open container Ordinance and to also waive the vendor fee for that day. Benovic asked for motion to suspend the open container and vendor fees, Commissioner Mussett seconded; the motion carried.
- Commissioner T. Benovic asked to advertise for a parks part-time seasonal maintenance person for the summer. Commissioner J. Cabaday made a motion to advertise for the position; Commissioner F. Mussett seconded; the motion carried.

Commissioner T. Benovic motioned to adjourn the meeting at 6:49 p.m. Commissioner F. Mussett seconded; motion carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

April 24, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner F. Mussett, Commissioner E. Gerardine, Commissioner S. Messina, Secretary C. Cunningham

**Visitors signed in to speak:** Michael McMillan

**Visitors:** Mary Medwid, Wade King, Dale Durst, Charles Curtis, Dale Williams, April Hodges, Joe Golden

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

-Michael McMillan stated that around 20 of his political signs were stolen and damaged and he requested that the Township send letters to the residents. Commissioner Cabaday stated that this is a police matter and that he should report it to the police department.

-Dale Williams asked when the concrete barriers at the boat ramp would be removed, Commissioner Cabaday said she believes it will be the beginning of May but that she would check with Commissioner Benovic.

**Bills:**

Commissioner S. Messina made a motion to pay bills as presented, Commissioner F. Mussett seconded the motion and the motion was carried.

**Minutes:**

Commissioner S. Messina made a motion to approve the Minutes for 4/10/19 Commissioner E. Gerardine seconded the motion and the motion was carried.

**Old Business:**

-Commissioner Cabaday stated that Commissioner Gerardine asked for approval to advertise for bids on the Streets repaving project. Commissioner S. Messina made a motion to approve to advertise, Commissioner F. Mussett seconded; the motion was carried.

**New Business:**

-Commissioner Cabaday read Ordinance 006-2019 the Non-Uniformed Pension Plan Amended and Restated. Commissioner E. Gerardine made a motion to approve the Non-Uniformed Pension Plan, Commissioner S. Messina seconded the motion and the motion was carried.

Commissioner S. Messina made a motion to adjourn the meeting at 6:05 p.m. Commissioner F. Mussett seconded; the motion was carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

May 8, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner E. Gerardine, Commissioner F. Mussett, Engineer W. Petit, Chief J. Morell, Solicitor A. Martinucci, Secretary C. Cunningham

**Visitors signed in to speak:** Jim VanDyne

**Visitors:** Mary Medwid, Dale Durst, Kate Griffin, Dale Williams, Robert Gindlesperger, Charles Curtis

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Treasurer Report:**

Mrs. Joyce Splitznogle reported she had placed all the money for the loans into capitol reserve so that there will be approximately \$700 per month interest earned. The majority of the tax collection money has come in and has been deposited.

**Engineers Report:**

-CDBG Grant Manhole and Pipe Relining Project (Advance Rehabilitation Technology) - Four (4) manholes remain to be relined in the overall construction project. Once received, Urban will review the material for approval and will coordinate with the Township and ECDP for a Change Order and cost sharing, if required. An extension of the completion date from April 30<sup>th</sup> to May 31<sup>st</sup> has been coordinated with the ECDP for the project.

-Lakeside Drive Storm Sewer - A formal Notice-to-Proceed was issued to the contractor, Standard Pipe Services LLC, on April 15, 2019. The project's construction should commence by mid-May once the contractor has materials in hand.

-Soudan Lift Station Replacement - The design for the Soudan lift station is continuing. Urban has met with the Township on project status and alternatives, and is proceeding on preliminary design and permitting. Urban furnished a draft PER (Preliminary Engineering Report) to USDA to provide them with necessary documents for the Township's loan application.

-Salt Storage Building - Per Township request (Commissioner Mussett), Urban is coordinating for the solicitation of quotes for the construction of a fence around the recently constructed Salt Storage Building. Urban received quotes from three (3) firms. With Township approval, the Township Solicitor prepared a Draft Contract to be entered into between the Township and contractor, which was forwarded to those firms that have previously submitted quotes, with a request to provide revised quotes based upon the inclusion of applicable Contract provisions, including Bonds, that may not have been considered by them in their original quotes. To date, one (1) revised quote has been received. Urban will follow up with prospective firms that have not provided revised quotes by this Friday.

-Iroquois School District Baseball Field and Tennis Court Properties Land Swap - Urban has completed preliminary research work for the properties and has performed the field survey to obtain topographic information and recover available existing property pins. The Township Secretary has also provided pertinent information from the Township files for the existing lease area and easements for the cell phone tower on Township property. Preparations are being made, a base plan containing gathered information, anticipating to set up an office and/or field meeting with Township and School District by the end of May to discuss the project.

-Lake Cliff Lift Station - Paving of former lift station area. The project was advertised for bids on May 3<sup>rd</sup> with a Bid Opening scheduled for May 24<sup>th</sup> at 12:00 noon. Bid Recap and Recommendation for Award will follow and allow for an anticipated contract award at the June 12<sup>th</sup> Township Meeting.

**Solicitor's Report**

- Correspondence completed with the contractor to address curb damage. Solicitor will be checking to be sure that properly identified properties of the enclosures to the letter with Commissioner Gerardine and we will mail it.

- Progress (or lack of progress) is being monitored with regard to repair/clean-up of the Rankine Ave. properties damaged or destroyed in the fire. Deadlines are approaching regarding code enforcement notices issued on the one parcel listed as total loss; we expect those deadlines will be missed. There was no insurance on the property. If the owner does not step forward to clean up the site and no third-party steps in to buy the property, it may fall to the Township to take action. If that happens, the Township will have liens on the parcel.

- Communications continue with USDA for the Rural Utilities project. Clarifications have been made on several outstanding questions, and additional materials from the USDA have been obtained (it had previously provided an incorrect template).

\*For this project, it is required that the Township enter into a separate agreement with the Quinn Law Firm as Solicitor, so that costs and fees specifically associated with the project do not come out of the Township's general operating account.

\*It is also required that the Township secure certified Bond Counsel because of the way the USDA/RUS loan is structured. We have identified Attorney Wayne Gerhold of Pittsburgh as our recommendation for Bond Counsel. Wayne has over 47 years of experience in bond and municipal finance matters. He is "Red Book Certified," which means he is a member of

the American College of Bond Counsel, which is a requirement for this financing program. He is currently working on another USDA/RUS project for Johnsonburg, PA on which Linda Thomas, the USDA rep we are working with on this project, is also involved.

\*Fees in these matters are based on a percentage of the amount financed, so we do not have a total at this time. However, Linda Thomas indicated that the total fees (for both the Solicitor and Bond Counsel, combined) typically fall between 1.5% and 3.5% of the amount borrowed.

-We have drafted a contract template to be used in contracts that fall below the dollar limits for formal written bids.

-We have filed an appeal to the MDJ decision regarding a code enforcement matter. That will proceed in the Court of Common Pleas.

**Police Report:**

Chief Morell reported April had been a very busy month. The department answered 782 calls and many investigations are ongoing.

**Reports:**

Commissioner E. Gerardine made a motion to approve all reports as presented. Commissioner F. Mussett seconded the motion and the motion was carried.

**Public Comment:**

- Jim VanDyne spoke about a PA Historical Preservation & Museum workshop being held in Pittsburgh. He stated the workshop is free and provides grant opportunities. The Historical Society is looking into grant signage about Lawrence Park being a Historic district. Possible placement may be in front of the UE Hall with the time frame being near the end of Summer. Commissioner Cabaday stated the Township has been awarded a grant to begin a study on improving Main Street, so delaying placing that marker until this project is underway and/or completed may be warranted. VanDyne reiterated that the Board is invited to attend the Memorial Day Service. Solicitor Martinucci along with Engineer Petit discussed the marker proposed by VanDyne and suggested speaking to Jessica Horan Kunco with the Erie County Regional Signing Trust as well as PennDot as signage is very regulated by the state.

**Bills:**

Commissioner F. Mussett made a motion to pay bills as presented, Commissioner E. Gerardine seconded the motion and the motion was carried.

**Minutes:**

Commissioner F. Mussett made a motion to approve the Minutes for 4/10/19; Commissioner E. Gerardine seconded the motion and the motion was carried.

**Resolutions:**

-President Cabaday read aloud Resolution 2019-15 – Bridge Rehabilitation Project Signers; with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner J. Cabaday; "aye"; Commissioner E. Gerardine; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-15 was duly approved.

**Old Business: N/A**

**New Business:**

Commissioner E. Gerardine made a motion to approve the 2019 Parks Employees applicants, Commissioner F. Mussett seconded the motion and the motion was carried.

Commissioner F. Mussett made a motion to approve Solicitor A. Martinucci to prepare and set up legal services Wayne Gerhold for the USDA Grant, Commissioner E. Gerardine seconded the motion and the motion was carried.

Commissioner E. Gerardine made a motion to approve the cement work bid of Jack Watkins (Lowest Bidder). Commissioner F. Mussett seconded the motion and the motion was carried.

Commissioner F. Mussett motioned to adjourn the meeting at 6:36 p.m. Commissioner E. Gerardine seconded; motion carried.

Respectfully submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary



LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

May 22, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner F. Mussett, Commissioner E. Gerardine, Commissioner T. Benovic, Secretary C. Cunningham

**Visitors signed in to speak:** Jim VanDyne

**Visitors:** Mary Medwid, Joe Golden, Jalyssa Pabellon, Curra Liggett, Charles Curtls, Dale Durst, Stacy Wisnewski, Jake Carr, Keri Carr, Rick Watkins, Matt Tarr, Caitlin Wegemer, Jenna Biggie, Brandon Shank

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

Jim VanDyne asked if the Historical Society needed to fill out forms to use the Township facilities. Commissioner Mussett told him it would be fine to use the building for the Memorial Day service. He also spoke about the Downtown Center Conference providing grant money. Commissioner Cabaday said she had already been contacted and had received detailed information regarding this grant which will be available in 2020. VanDyne said that he and his wife would willing to help with the grant process. Cabaday said she would contact the VanDynes when the grant is ready to move forward.

**Bills:**

Commissioner E. Gerardine made a motion to pay bills as presented, Commissioner T. Benovic seconded the motion and the motion was carried.

**Minutes:**

Commissioner F. Mussett made a motion to approve the Minutes for 5/8/19 Commissioner T. Benovic seconded the motion and the motion was carried.

**Old Business:** Nothing to Report

**New Business:**

Commissioner F. Mussett asked for a motion to approve Konzel Constructions bid of \$15,120 for fencing and gates around the salt shed. Commissioner E. Gerardine made a motion to approve Konzel Constructions bid as stated, Commissioner T. Benovic seconded the motion and the motion was carried.

Commissioner T. Benovic made a motion to adjourn the meeting at 6:07 p.m. Commissioner F. Mussett seconded and the motion was carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

June 12, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner F. Mussett, Commissioner E. Gerardine, Chief J. Morell, Engineer B. Petit, Solicitor A. Martinucci, Secretary C. Cunningham

**Visitors signed in to speak:** None

**Visitors:** Charles Curtis, Mary Medwid, Dale Durst, Pete Ogden

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Treasurer Report:** Mrs. Joyce Spitznogle reported that the interest earned in the new bank account far exceeds what was previously earned with the previous bank.

**Engineers Report:** - 2018 CDBG Grant Manhole and Pipe Relining Project-A change order for use of a Parson's Environmental concrete project to stabilize the last three (3) manholes of the project before final lining and a time extension to June 28<sup>th</sup> were processed. The concrete stabilization has been completed. The prime contractor, Advanced Rehabilitation Technology, is scheduled to do final lining of those 3 manholes on June 12<sup>th</sup>-13<sup>th</sup>, which would complete the project.

-Lakeside Drive Storm Sewer ~ The contractor, Standard Pipe Services LLC, completed pipe joint grouting and pipe lining of the concrete and HDPE pipe extension on May 21, 2019. A Change Order has been processed and approved for the addition of riprap at the pipe outfall. The riprap was placed and yard restoration was completed on May 22, 2019. A final Change Order for final item quantities will be prepared and a final Pay Application from the contractor will be processed for project closeout.

-Soudan Lift Station Replacement: The design for the Soudan lift station is continuing along with the coordination with the USDA for the Township's Loan Application. (USDA lowered the rate for the next quarter from 4.25% to 3.5%.)

-Salt Storage Building: Quotes were received for fencing and contract was approved with Konzel Construction at the May 22, 2019 Township Commissioner's meeting. The Contract was signed by the Township on June 4, 2019 and forwarded to Konzel Construction. Urban is coordinating with the contractor regarding a construction schedule and will provide inspection services; a meeting is scheduled for June 18, 2019.

-Iroquois School District Baseball Field and Tennis Court Properties Land Swap; Urban will set up an office and/or field meeting with Township and School District representatives in June to discuss the project.

-Lake Cliff Lift Station-Paving of Former Lift Station Area; The project's Bid Opening was held on May 24, 2019 at 12:00 noon. Three (3) bids were received with the low bid submitted by Cross Paving in an amount of \$33,258.38. Bids were reviewed by Urban and a Bid Recap and Recommendation for Award letter was sent to the Township on May 29, 2019 for an anticipated award at the June 12<sup>th</sup> Township Commissioner's Meeting. With an award tonight, we would anticipate a start in late July once the contract has been signed.

**Solicitor's Report:** - Attorney Martinucci reported that there is ongoing coordination for the USDA loan. Proposals have been submitted and revisions will be made.

-Contracts have been drawn up for cement work to be done in the Township

-A court date had been set for a code enforcement issue but had to be moved out to next month due to the Code Enforcement officer's availability. The issues of amending some of the codes will need to be looked at in the future. Terms of process and procedural aspects will need to be addressed. This particular issue presented some difficulty in processing due to the code violation nature in itself.

-We have received one notice of an insurance claim of a downed tree. This has been referred to the insurance carrier.

-Questions were raised concerning the purchase of the fire damaged properties. There has been interest by a party that would possibly like to purchase the property. Martinucci said that the individual may contact him and he will give them the appropriate information regarding that.

**Police Report:** Chief Morell reported there were 825 calls in the last month. He also noted the department successfully prosecuted a delivery resulting in death with that being the 3<sup>rd</sup> one in Erie County to do so and also 12 out of 13 charges. This was a huge achievement for the police department in trying to control the drug dealers in our community.

Chief Morell also agreed that several of the Ordinances should be looked at.

Commissioner E. Gerardine made a motion to approve all reports as they are presented. Commissioner F. Mussett seconded the motion and the motion was carried.

**Public Comment:**

**Bills:**

Commissioner F. Mussett made a motion to pay bills as presented, before a second was made Commissioner Cabaday said the accountant would like guidance as to bill paying when a due payment falls between meetings which would result in late fees. Attorney Martinucci said he was not comfortable with the bills being paid without Board approval and to see if it is possible for payment dates to be changed. Commissioner T. Benovic seconded the motion and the motion was carried.

**Minutes:**

Commissioner T. Benovic made a motion to approve the BOC Minutes for 5/22/19 and the Lake Cliff Pavement Construction Project 5/24/19. Commissioner F. Mussett seconded the motion and the motion was carried.

**Resolutions:**

-President Cabaday read aloud Resolution 2019-14 – Approval of PennDot Payment for Bridge Project and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner E. Gerardine; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-14 was duly approved.

**Old Business:** Commissioner Benovic would like to thank the Board on behalf of the Iroquois Foundation Food Fest; it was a success. Thank you to the Lawrence Park Police department for their presence and providing safety during the event.

**New Business:**

Commissioner T. Benovic motioned to award the Lake Cliff Paving project to Cross Paving LLC, Commissioner E. Gerardine seconded; the motion carried.

Commissioner J. Cabaday opened bid packets for the 2019 Streets Paving Project with the bids being as follows: Mayer Brothers - \$501,453.00., Lindy Paving - \$449,840.31., and Joseph McCormick Construction - \$387,229.81. With Joseph McCormick Construction being the lowest bidder Commissioner E. Gerardine motioned to award the contract to McCormick, Commissioner F. Mussett seconded; the motion carried.

Commissioner J. Cabaday read a request from the Erie County Council of Governments regarding a shared payment of \$500 for a Census outreach coordinator. Commissioner E. Gerardine motioned to accept the request, Commissioner T. Benovic seconded; the motion carried.

Commissioner T. Benovic reported that the PA Sea Grant contacted the Township to see if we were interested in planting trees along the East side of Water Street. She said that many of those trees were removed due to safety issues. She will set up an appointment with Dave Skellie to discuss this further.

Commissioner E. Gerardine motioned to hire Daniel LaFuria for the Township Maintenance Position with a 90-day probationary period, Commissioner F. Mussett seconded; the motion carried.

Commissioner T. Benovic reported that Safety Town is currently underway at the Elementary school this week with approximately 35 five-year olds in attendance. Thanks to the Lions Club, LPPD, the Township, and the School District with it being a joint effort making it a great program. The parks are now open and staffed Monday – Friday from 10 am until 4 pm., the first street dance is Friday, June 14, 2019 and the first concert is Thursday night June 20, 2019.

Commissioner E. Gerardine motioned to adjourn the meeting at 6:32 p.m. Commissioner T. Benovic seconded; motion carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

June 26, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner F. Mussett, Commissioner E. Gerardine, Secretary C. Cunningham

**Visitors signed in to speak:** Bonita Herman, Dale Durst, Jim VanDyne, Suzanne Garman

**Visitors:** Mary Medwid, Joe Golden, Lori Duska, Charles Curtis, Robert Gindlesperger, Pete Ogden, Rebecca Arner

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

-Bonita Herman from the Lawrence Park Garden Club spoke about the Blue Star Markers which are markers placed for men and women who have served our country. On August 27, 2019 at 1 pm they will be having a ceremony placing a plaque at memorial park. There will be approximately 75 people expected to attend. The club is concerned about parking. Ms. Herman thought that possibly they may be able to use the vacant church parking lot near the park. Commissioner Cabaday said she would check with EMTA to see if they would be available to shuttle people from the park to possibly the school. Herman also asked about the Club replacing some of the old flower pots on Main Street. Cabaday explained that the Township is working with the COG to obtain a grant for restoring Main Street so the Club may want to wait until the study is complete.

-Dale Durst stated there has been large amounts of asphalt being shaken off the tires of the semi's that are involved with the paving project. Durst also questioned if a neighboring home applied for a permit for their fence.

-Jim VanDyne spoke about the WQLN Broadcast due to be shown on Thursday 6/27/19. VanDyne also said there is a lot of high brush at the boat ramp. Cabaday said she would talk to the maintenance crew about cutting it down.

-Suzanne Garman presented to the Board, documented photos along with dates and times of the semi-trucks that are splattering large amounts of asphalt onto the streets, sidewalks, and front yards of residents. Garman said she spoke with the project manager about these things as well as the high rate of speed that the trucks are running down the road. Secretary Cunningham said the complaints had been sent to Joe Hosey, Vice President of Joseph McCormick alerting him of all the materials messing up the streets as well as private cars.

**Bills:**

Commissioner F. Mussett made a motion to pay bills as presented, Commissioner E. Gerardine seconded the motion and the motion was carried.

**Minutes:**

Commissioner E. Gerardine made a motion to approve the Minutes for 6/12/19 Commissioner F. Mussett seconded and the motion was carried.

**Old Business:** Nothing to Report

**New Business:**

Commissioner J. Cabaday asked for a motion to approve Change Order #2 for Lakeside Drive Storm Sewer Rehabilitation. Commissioner F. Mussett made a motion to approve the Change Order #2, Commissioner E. Gerardine seconded and the motion was carried.

Commissioner J. Cabaday asked for a motion to approve Payment #1 for the Lakeside Drive Storm Sewer Rehabilitation. Commissioner E. Gerardine made a motion to approve Payment #1, Commissioner F. Mussett seconded and the motion was carried.

Commissioner J. Cabaday asked for a motion to approve the Legal Services Agreement for Bond Counsel. Commissioner E. Gerardine made a motion to approve Legal Services agreement for Bond Counsel, Commissioner F. Mussett seconded and the motion was carried.

Commissioner J. Cabaday asked for a motion to approve the Legal Services Agreement for Solicitor. Commissioner F. Mussett made a motion to approve Legal Services Agreement for Solicitor, Commissioner E. Gerardine seconded and the motion was carried.

Commissioner J. Cabaday asked for a motion to approve hiring Emily McLaughlin as Part-Time Crossing Guard at the rate of \$13.70 per hour. Commissioner E. Gerardine made a motion to hire Emily McLaughlin as Part-Time Crossing Guard, Commissioner F. Mussett seconded and the motion was carried.

Commissioner E. Gerardine made a motion to adjourn the meeting at 6:30 p.m. Commissioner F. Mussett seconded and the motion was carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

July 10, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner F. Mussett, Commissioner E. Gerardine, Chief J. Morell, Engineer T. Podskalny, Solicitor A. Martinucci, Asst. Secretary S. Hillhouse

**Visitors signed In to speak:** Bonita Herman, Dale Durst, Jim VanDyne, Pete Ogden, Janet Laboda

**Visitors:** Mary Medwid, Joe Golden, Charles Curtis, Janet Westcott, Mike Westcott, Molly Cipriani, Penny Joint

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Treasurer Report:** Mrs. Joyce Spitznogle reported the month of June had gone well. Spitznogle also presented a chart of the difference of the interest earned compared to that of 2018.

**Engineers Report:** - 2018 CDBG Grant Manhole and Pipe Relining Project (Advanced Rehabilitation Technology)-All manhole and pipe relining work has been completed by A.R.T. as of June 28, 2019. A final change order and final quantities and costs will be prepared once final quantities have been received from the contractor. A final invoice will be prepared and submitted for payment and project closeout.

-Salt Storage Building: Fence installation has been finished by Konzel Construction and recommendation for payment of the invoice for work has been forwarded to the Township for payment.

-Iroquois School District Baseball Field and Tennis Court Properties Land Swap- Urban scheduled and attended a meeting with Commissioner Benovic on June 25, 2019. The School District did not have a representative present. Based upon discussions and Urban recommendations at the meeting, we will coordinate with Erie County on the possibility of utilizing a replot of properties versus a subdivision plan for the proposed land swap. Urban will schedule an additional meeting with Township and School District representatives to discuss our coordination efforts and obtain Township and School District approval to proceed to final plan preparation.

-Lake Cliff Pavement Construction at Former Lift Station Area: A notice of Award Letter (Dated June 14, 2019) was issued and a Contract Agreement has been forwarded to the contractor, Cross Paving LLC, for signature. Once the Contract Agreement has been returned to the Township with required bonding, the Agreement will be dated and a formal Notice-To-proceed will be issued to the contractor.

-2019 Streets Paving Project- Urban has provided construction inspection services for this project being constructed by Joseph McCormick Construction Co., Inc. Pavement milling, scratch course placement, ADA ramp construction and wearing course placement has been completed as of July 10, 2019. Final inspections of ADA ramps will be scheduled the weeks of July 8, and July 15, 2019.

-2019 Root Control Project-Dukes' Root Control, Inc., performed and completed this year's root control work on July 9, 2019

-Community Center ADA Access Project-As requested by the Township, Urban continues our coordination efforts with the Architect, Gary Matczak. A draft project Bid Package and specifications were forwarded on July 5, 2019 and the plan was forwarded on July 10<sup>th</sup> by Gary Matczak to the Township for review. With authorization to advertise at tonight's meeting, formal advertising will be on July 12, and July 19 with receipt of bids by August 6, allowing for bid review, recap and tentative contract award at the August 14<sup>th</sup> Township meeting.

**Solicitor's Report:** - There has been no further communications from any property owner or representative regarding the fire-damaged properties on Rankline. It is appropriate to move forward with the code enforcement process on those properties.

-Legal services agreements have been finalized and approved for the USA/RUS sewer project.

-We have assisted in responses to a Right to Know request concerning records on McMillen's Auto on East Lake Road.

-On July 22, 2019 we are scheduled to participate in an appeal to an MDJ decision regarding a code enforcement matter before Judge Brabender in the Erie County Court of Common Pleas.

-We are working on an independent contractor agreement for accounting technical support services.

Commissioner F. Mussett made a motion to approve all reports as they are presented. Commissioner E. Gerardine seconded the motion and the motion was carried.

**Public Comment:** Bonita Herman stated all plans for the memorial service are underway. Herman said she spoke to the department of health regarding service of cake and was told that it is "safe" to serve.

-Dale Durst said the alley of Halley was in need of mowing along the fence.

-Jim VanDyne said there has been some people swimming near the boat ramp both day and night. Also he believes there is some illegal activities going on in the evenings as well. Commissioner Cabaday asked him to please call the police.

-Pete Ogden wanted to congratulate the Township on the parade.

-Janet Laboda asked if it was possible to put a memorial bench in Elbow Tree Park in memory of her Mother. Commissioner Cabaday said she would speak to Commissioner Benovic about it regarding any regulations.

**Bills:** Commissioner E. Gerardine made a motion to pay bills as presented Commissioner F. Mussett seconded the motion and the motion was carried.

**Minutes:** Commissioner F. Mussett made a motion to approve the BOC Minutes for 6/26/19 Commissioner E. Gerardine seconded the motion and the motion was carried.

**Old Business: Nothing to Report**

**New Business:** Commissioner F. Mussett made a motion to advertise for the ADA project for the front of the Township Building, Commissioner E. Gerardine seconded; the motion carried.

Commissioner F. Mussett made a motion to approve payment for fence installation at the salt shed, Commissioner E. Gerardine seconded; the motion carried.

Commissioner E. Gerardine made a motion to accept Lisa Martin and Kathy Moorhead on the Planning Commission, Commissioner F. Mussett seconded; the motion carried.

Commissioner F. Mussett motioned to adjourn the meeting at 6:26 p.m. Commissioner E. Gerardine seconded; motion carried.

Respectfully Submitted:

Sara Hillhouse  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

July 24, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner T. Benovic, Commissioner E. Gerardine, Commissioner S. Messina-Miller, secretary C. Cunningham

**Visitors signed in to speak:** Dale Durst,

**Visitors:** Joe Golden, Mary Medwid, Charles Curtis, Linda Blum, Pete Ogden

Vice President T. Benovic called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

-Dale Durst Stated PennDOT needed to be alerted there have been several near accidents due to the arrows not being repainted at the E. Lake Road and Water Street Intersection. He also said the two garages on East Lake Road have numerous tires stacked outside.

**Bills:**

Commissioner E. Gerardine made a motion to pay bills as presented, Commissioner F. Mussett seconded the motion and the motion was carried.

**Minutes:**

Commissioner F. Mussett made a motion to approve the Minutes for 7/10/19 Commissioner E. Gerardine seconded and the motion was carried.

**Resolutions:**

-Vice President Benovic read aloud Resolution 2019-16 - East County ALS and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye"; Commissioner E. Gerardine; "aye"; Commissioner F. Mussett; "aye"; Commissioner S. Messina-Miller; "aye". With all in favor, Resolution 2019-16 was duly approved.

-Vice President Benovic read aloud Resolution 2019—17 – Multimodal Fund Grant and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye"; Commissioner E. Gerardine; "aye"; Commissioner F. Mussett; "aye"; Commissioner S. Messina-Miller; "aye". With all in favor, Resolution 2019-17 was duly approved.

**Old Business:**

-Vice President Benovic wanted to thank everyone that was involved with helping for the July 4<sup>th</sup> celebration. This year was again a great success.

**New Business:**

-Commissioner Benovic explained there is a peer program for QuickBooks training and a letter of intent that needs a motion to approve to move forward. Commissioner S. Messina-Miller made a motion to approve the letter of intent, Commissioner F. Mussett seconded and the motion was carried.

-Commissioner Benovic asked for a motion to approve the Scope of work for the Main Street Study. Commissioner E. Gerardine made a motion to approve the Scope of work for the study, Commissioner F. Mussett seconded and the motion was carried.

Commissioner E. Gerardine made a motion to adjourn the meeting at 6:09 p.m. Commissioner S. Messina-Miller seconded and the motion was carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary



LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

August 14th, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner E. Gerardine, Commissioner T. Benovic, Commissioner S. Messina-Miller, Engineer W. Petit, Solicitor A. Martinucci, Assistant Secretary S. Hillhouse

**Visitors signed in to speak:** Jenn Sheldon, Dale Durst

**Visitors:** Dale Durst, Charles Curtis, Joe Golden, Linda Blum, Jenn Sheldon.

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Treasurer Report:**

Mrs. Joyce Spitznogle presented the Treasurers Report to each commissioner and stated that there have been no major changes since last reported in June.

**Engineers Report:**

-The 2018 CDBG Grant Manhole and Pipe Relining Project has been completed by Advanced Rehabilitation Technology. Urban reviewed and forwarded the Contractor's Application for Payment No.2-Final payment, to the Erie Co. Department of Planning for processing and payment. Available project CDBG funds of \$73,203.00 will cover final construction costs of \$72,897.10, including added manhole repairs, so no additional funds will be necessary from the Township.

-Iroquois School District Baseball Field and Tennis Court Properties Land Swap: Urban has coordinated the use of a Replot Drawing instead of a subdivision Drawing with the Erie County Department of Planning Subdivision Planner. Urban has submitted a Final Draft Replot Drawing to the ECDP which has reviewed, approved, and provided Commissioner Benovic with copies of the same for her further coordination with the Iroquois School District.

-The Lake Cliff Pavement Construction at the former lift station area was completed on Monday, August 12<sup>th</sup> by the contractor, Cross Paving, LLC.

-The 2019 Streets Paving Project is complete and Urban has provided a letter to the Township recommending payment of Joseph McCormick Construction Company's Application for Payment No.1 (Final) in the amount of \$362,343.50. Urban also forwarded all construction inspection records to the Township for their files.

**Solicitor's Report**

-In the case of Bonnie Roberts, the judge ruled that because it had been denied at the district justice level, double jeopardy applies and we were not in a position to appeal the decision. As our code currently provides, if there is a clear violation of the code, the penalty would be a fine or possible incarceration. Martinucci suggested a revision of this code to eliminate the possibility of jail time, making the violation of the code a civil matter instead of criminal matter to avoid this situation of double jeopardy in the future.

-Dion Larese has failed to comply with the terms of his repayment agreement after leaving LPPD shortly after hire for a position with the City of Erie Fire Department. At the request of Commissioner Cabaday and Chief Morell, Lawrence Park Township has filed a judgement against Mr. Larese for the cost of equipment, training, and an additional estimated amount of \$400 in attorney fees based on the 10% penalty for council fees outlined in the repayment agreement.

-Martinucci suggested that the township consider asking for a reassessment of the former General Electric property. This could result in additional tax revenues for the township.

**Reports:**

Commissioner S. Messina-Miller made a motion to approve all reports as presented. Commissioner T. Benovic seconded the motion and the motion was carried.

**Public Comment:**

-Jennifer Sheldon presented the board with a packet of information about her in-home daycare, Sheldon's 1914 Daycare, at 811 Priestley Avenue. In view of recent tragedy at another local daycare facility, Sheldon wanted to assure the Board and the public that she is compliant with state regulations and that annual inspections are conducted by certified inspectors and an emergency plan is in place.

-Dale Durst stated that at 223 Halley Ave, a resident cemented his driveway and extended the concrete out roughly 10 inches into the street. This matter will be addressed by the zoning officer. He also requested that the large pine trees on Harvey be trimmed up. Commissioner T. Benovic assured him that this matter is being addressed and parts of those trees are dying. Commissioner J. Cabaday stated that this is a safety hazard and poses a danger of falling on a nearby home and that it would be in the best interest of the Township from a financial standpoint to have these removed before any major damage is done.

**Bills:**

Commissioner S. Messina-Miller made a motion to pay bills as presented, Commissioner E. Gerardine seconded the motion and the motion was carried.

**Minutes:**

Commissioner T. Benovic made a motion to approve the Minutes from the June 24th, 2019 Commissioners meeting and the ADA Bid Opening on August 6th, 2019. Commissioner E. Gerardine seconded the motion and the motion was carried.

**Resolutions: N/A****Old Business: N/A****New Business:**

Commissioner E. Gerardine made a motion to approve payment of Invoice in the amount of \$362,343.50 for work finished through July 15, 2019 to Joseph McCormick Construction for the 2019 Streets Paving Project. Commissioner S. Messina-Miller seconded the motion and the motion was unanimously carried.

Commissioner S. Messina-Miller made a motion to approve payment No.2 (Final) of Invoice from Advanced Rehabilitation Technology, LLC for the 2018 CDBG Grant Manhole and Pipe Relining Project (Gindy's) in the amount of \$21,827.68, covered by CDBG funds. Commissioner T. Benovic seconded the motion and the motion was unanimously carried.

Commissioner E. Gerardine made a motion to award the bid for the ADA Compliance Project at the Township building to TIP Construction. Commissioner T. Benovic seconded the motion and the motion was unanimously carried.

Commissioner S. Messina Miller made a motion to approve overnight parking of personal vehicles on Water Street to those only who are permit holders. Commissioner E. Gerardine seconded the motion and the motion was unanimously carried.

Commissioner J. Cabaday offered to the public to join in on a "Kick-Off" meeting on August 20<sup>th</sup> at 3:00pm for the Mission Main Street Study. At this time, public comments and suggestions will be accepted.

Commissioner S. Messina-Miller motioned to adjourn the meeting at 6:46 p.m. Commissioner E. Gerardine seconded; motion carried.

Respectfully submitted:

Sara Hillhouse

Board of Commissioner's Assistant Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

August 28, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner E. Gerardine, Commissioner F. Mussett, Secretary C. Cunningham

**Visitors signed in to speak:** Maryanne Chaffee, Amy Rowe, Dale Durst, Mark & Rita Nicolussi, Kelly Burkhard

**Visitors:** Mary Medwid, Charles Curtis, Joe Golden

Commissioner J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

-Maryanne Chaffee and Amy Rowe from the North PA Regional College came to present to surrounding Townships/Boroughs in the area that they will offer dual enrollment courses for high school students, as well as adults and associate degree programs, workforce training etc. The program is partnered with Gannon until the end of this year. Offering accreditation courses. The point of contact will be Iroquois School. More information will be presented later.

-Dale Durst asked what the time frame is for stumping a tree after removal. Cabaday said she will look into it. He also asked if there is an Ordinance about cleaning up dog feces. Cabaday said immediately. Durst gave the addresses of 438 and 445 Halley for that violation. Durst also asked how long a person can leave a tarp on a roof. Commissioners Benovic and Cabaday said that they will have the Ordinance looked into it.

-Rita Nicolussi presented pictures of her home as well as a home next to her showing that the connected row home owner next to her has built a dormer that is taller as well as wider and her concern is if there is a fire barrier to prevent it from spreading to her home as well as rain and snow draining down onto her dormer. Cabaday said that she would talk to the zoning officer.

-Kelly Burkhardt asked how the Community could help with the skunk problem in the Township. Cabaday said the issue is that the residents are not placing their trash into cans and placing them on the ground as well as compost piles on the ground which is creating a food source for these rodents. She also stated that Code Enforcement will start sending letters to those who are not conforming to the Ordinance stating that they must place their trash in a can with a lid.

**Bills:**

Commissioner F. Mussett made a motion to pay bills as presented, Commissioner E. Gerardine seconded the motion and the motion was carried.

**Minutes:**

Commissioner T. Benovic made a motion to approve the Minutes for 8/14/19 Commissioner F. Mussett seconded and the motion was carried.

**New Business:**

Commissioners Cabaday and Benovic relayed to the residents that they are working on setting up a newsletter in coordination with the School district to inform residents of the goings on within the Township. This is something that will be further looked into in the very near future. Cabaday spoke about the Blue Star memorial ceremony that was held by the Garden Club at memorial park. This is a living memorial within the park that is taken care of by the L.P. Garden Club. Benovic said that September 11<sup>th</sup> is the Iroquois School district day of service. Students will be out in the Community doing acts of service throughout the Parks. She also said on October 19<sup>th</sup> the Positive Youth Development will be hosting the 3<sup>rd</sup> Zomble Run. Also, in October Serve Erie will be working around the Community. Cabaday encouraged residents to contact those who may need help beautifying their homes and or properties.

**Adjournment:**

Commissioner F. Mussett made a motion to adjourn the meeting at 6:38 p.m. Commissioner T. Benovic seconded and the motion was carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

September 11, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner F. Mussett, Engineer T. Podskalny, Solicitor A. Martinucci, Secretary C. Cunningham

**Visitors signed in to speak:** Jim VanDyne, Rita Nicolussi

**Visitors:** Joe Golden, Mary Medwid, Charles Curtis, Dale Durst

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Treasurer Report:**

Mrs. Joyce Spitznogle reported that nothing has changed since her last report on August 14, 2019.

**Engineers Report:**

-Lake Cliff Pavement Construction at Former Lift Station Area: A Change Order for final Quantities was prepared, the Contractor's Final Application for Payment was reviewed and approved, and a Recommendation Letter for Payment was prepared and submitted to the Township. Payment is on tonight's meeting agenda.

-Lakeside Boat Launch Repair Grant Application: Urban engineering staff met with Commissioner Benovic at the boat launch on August 30<sup>th</sup> to discuss proposed Grant application requirements and potential project repair/rehabilitation scope. Urban is working with commissioner Benovic to provide a preliminary scope-of-work, plans/sketches and cost estimate for the Grant application.

-Lake Cliff Lift Station: Urban met with the Township and WC Weil at the Lift Station on Thursday, September 5<sup>th</sup> to discuss Station operational issues associated with pump priming. WC Weil inspected the Lift Station under their annual inspection agreement, cleaned some sensors and went over operational issues with Township staff present. There appears to be an issue with the data that is being generated by the station's Telog monitoring system. Telog was contacted and deferred to the City of Erie WWTP, and Urban is continuing to attempt to contact the WWTP to discuss.

-Community Center ADA Access Project: On an as-needed basis and only at the request of the Township, Urban continues to help coordinate the project with the Architect, Gary Matczak.

**Solicitor's Report:**

-We have re-engaged on completing a review of the building code and enforcement issues.

-We have been asked to review and suggest revisions to Township ordinances regarding waste management and recycling; that project is now underway.

-We have reviewed and prepared a summary of proposed changes to the First-Class Township Code.

-We have researched and responded to information requests on the USDA/RD project.

-We have continued to address the issue of Dion Larese's repayment agreement. After judgment was entered against him, we learned that Mr. Larese is in a Chapter 13 Bankruptcy. The bad news is that means we had to remove the judgement against him. The good news is that, subject to this Board's approval and following an initial lump-sum payment, repayment of an agreed upon amount in regular monthly installments would be incorporated into his bankruptcy plan.

-We have been engaged to address certain matters in the ongoing litigation involving Ms. DeSantis, Officer Kuffner, and the Township. These developments will be discussed in executive session.

Commissioner F. Mussett made a motion to approve all reports as presented. Commissioner T. Benovic seconded the motion; the motion carried.

**Public Comment:**

-Jim Vandyne asked how the \$100 deposit would be handled in the coming year regarding the Activities room. Solicitor Martinucci explained how a deposit check is only good for a certain length of time. The Township does not deposit these checks unless damage is done to the room. Each year any group that uses the facilities writes a new deposit check for that year. VanDyne reported that people are parking on the grass near the boat launch and he does not like the new 911 call system. Also, he said the signs at the pier near the boat launch keep getting torn down. VanDyne asked about the money that the school district will be getting from Wabtec. The Solicitor stated it is a difficult matter and that all things will be addressed.

-Rita Nicolussi handed out pictures of the dormer next to her home. She said nothing has been done to stop the erection of the large dormer next to hers with concerns that there will be damage to her home due to the overhang of the neighboring home. She asked that the large dormer construction be halted. Commissioner Cabaday stated this has been looked into and as long as the person is in conformity with Township Ordinance the construction is allowed to continue as long as the required changes per BIU are made. Secretary Cunningham presented the Board with the building application as well as the Ordinance regarding this construction project. Cunningham also said BIU told the resident to remove the overhang as well as place fireproof dry wall inside his construction site. The fire wall is 1.5' away from the new construction and the pitch of the roof has not been changed, therefore he is in compliance. Nicolussi asked if damage happens what would happen, Solicitor Martinucci told her it then becomes a civil matter and she would need to see the District Justice. Nicolussi asked if these Ordinances can be looked at in the future.

#### **Bills:**

Commissioner T. Benovic made a motion to pay bills as presented, Commissioner F. Mussett seconded; the motion carried.

#### **Minutes:**

Commissioner T. Benovic made a motion to approve the BOC Minutes for 8/28/19 Commissioner F. Mussett seconded; the motion carried.

#### **New Business:**

-Commissioner T. Benovic reported that in observance of 9/11 the Iroquois school district did many service projects throughout the Community including Lawrence Park. There were upwards of 600 students involved.

-Commissioner T. Benovic motioned to pay the 1<sup>st</sup> and final payment of \$32,222.54 to Cross Paving for all final contract construction items and costs per Change Order #1 for the Lake Cliff Pavement Construction Project. Commissioner F. Mussett seconded; the motion carried.

-Commissioner F. Mussett motioned to approve hiring Nakima Williams as a part-time Crossing Guard, Commissioner T. Benovic seconded; the motion carried.

At this time, Commissioner J. Cabaday called for an Executive Session at 6:34 pm  
Commissioner J. Cabaday called the meeting back to order after the executive session.

-Commissioner F. Mussett motioned to accept in satisfaction of Dion Larese's repayment agreement with the Township the compromised amount of \$3,500 and to approve the debtors consent motion to allow a paid claim in the amount of \$2,916.30 provided that Mr. Larese signs over to the Township the refund of his pension contributions in the amount of \$583.70. Commissioner T. Benovic seconded; the motion carried.

Commissioner F. Mussett motioned to adjourn the meeting at 6:57 p.m. Commissioner T. Benovic seconded; the motion carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

September 25, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner E. Gerardine, Commissioner F. Mussett, Secretary C. Cunningham

**Visitors signed in to speak:** Robert Gindlesperger, Gay Boutwell, Dale Durst, Al Renshaw

**Visitors:** Charles Curtis, Mary Medwid, Joe Golden, Pete Ogden

Commissioner J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Allegheny Financial Report:**

President J. Cabaday gave the floor to Mr. John Kraus from Allegheny Financial who presented the Board with the yearly financial reports for Uniformed and Non-Uniformed pension plans. He reported that 2019 has been a good year in the market with a long economic growth period. The Market value for Uniformed Pension Plan at the end of 6/30/2019 was \$3,189,981.69. Year-to-date gain is currently at 11.4%. Market value of Non-Uniformed Pension Plan at the end of 6/30/2019 was \$709,777. Year-to-date gain is currently at 11.04%. Kraus stated they do have some recommendations to rebalance some of the accounts within the portfolios.

Commissioner F. Mussett made a motion to accept the Allegheny Reports and Recommendations, Commissioner T. Benovic seconded and the motion was carried.

**Public Comment:**

- Bob Gindlesperger said in April a contractor was working on the manholes. When the truck left a penelec line was pulled down and fell on a car and caused approximately \$5000. worth of damage. He is receiving a claim from an insurance company for the bill. Commissioner Cabaday stated that she has spoken to the insurance company and explained since there had not been any witness to what happened basically the burden of proof lies on the owner of the car to prove who had caused the damage.

-Gay Boutwell said the alley behind Iroquois has a lot of vegetation sticking out into the roadway causing cars to be scratched, also there is a large branch hanging over the alley that is about to come down. Boutwell also stated that people are heaping their garbage in their can and not putting a lid on it causing the trash to blow around into neighboring yards. Commissioner Cabaday said a letter would be sent regarding having the trash in a can with a lid covering it.

- Dale Durst asked if the boat launch is going to be fixed. Commissioner T. Benovic stated that a grant is being worked on regarding the ramp.

-Al Renshaw asked if there is a place to take leaves and grass clippings. Commissioner Cabaday said that the Township is looking into a shared composting area.

**Bills:**

Commissioner F. Mussett made a motion to pay bills as presented, Commissioner T. Benovic seconded the motion and the motion was carried.

**Minutes:**

Commissioner E. Gerardine made a motion to approve the Minutes for 9/11/19 Commissioner F. Mussett seconded and the motion was carried.

**Resolutions:**

-President Cabaday read aloud Resolution 2019-18 – 2020 Uniform MMO and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner E. Gerardine "aye"; and Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-18 was duly approved.

-President Cabaday read aloud Resolution 2019-19 - 2020 Non-Uniform MMO and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J.

Cabaday; "aye"; Commissioner E. Gerardine "aye" and Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-19 was duly approved.

- President Cabaday read aloud Resolution 2019-20 – Uniform Pension Plan Contribution Rate and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner E. Gerardine "aye" and Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-20 was duly approved.

- Vice President Benovic read aloud Resolution 2019-21 – Non-Uniformed Pension Plan Contribution Rate and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner E. Gerardine "aye" and Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-21 was duly approved.

- Vice President Benovic read aloud Resolution 2019-22 – Funding Deficiency Transfer of \$13,055.02 and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye" Commissioner E. Gerardine "aye" and Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-22 was duly approved.

**New Business:**

Per request of Commissioner T. Benovic, Commissioner F. Mussett motioned for the Civil Service Board to provide an updated list for potential hires for the police department, Commissioner E. Gerardine seconded and the motion was carried.

**Adjournment:**

Commissioner F. Mussett made a motion to adjourn the meeting at 6:37 p.m. Commissioner T. Benovic seconded and the motion was carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary



LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

October 9, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner T. Benovic, Commissioner F. Mussett, Commissioner E. Gerardine, Commissioner S. Messina, Solicitor A. Martinucci, Secretary C. Cunningham

**Visitors signed in to speak:** Christie Mahany, Rita Nicolussi

**Visitors:** Joe Golden, Dale Durst, Charles Curtis,

Vice President T. Benovic called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Treasurer Report:**

Mrs. Joyce Splitznogle reported that nothing has changed since her last report on September 11, 2019.

Commissioner T. Benovic gave the floor over to Christie Mahany from the Erie County Land Bank. Christie presented to the Board what the Land Bank does and how the process works.

**Solicitor's Report:**

- Provided the Commissioners with recommendations regarding revisions to the Building and Housing Code, and have suggested that these materials be presented to the Planning Commission.
- Reviewed and suggested revisions to the Township Ordinances regarding Waste Management and recycling.
- Researched and responded to Information requests on the USDA/RD project. The financing phase of that project is waiting on review and approval of aspects of the project by the Commonwealth's engineer.
- The Dion Larese matter has been resolved.
- Following up on previous discussions with Wesleyville regarding a potential intergovernmental agreement on sewers, similar to the one entered into with Harborcreek.
- Drafted a proposed independent contractor agreement for Linda Bliley and are working to complete that now.
- Reviewed and provided to the Township notification regarding this year's lien free tax sale.
- Working with the Township on a new proposed "superload" agreement for a proposed transport through both Harborcreek and Lawrence Park.
- We have been asked to provide an opinion regarding title to the Lake Cliff Park as part of the Coastal Zone Management project concerning the Lakeside Boat Launch. We will provide that as soon as the title search has been completed.
- Continuing work on certain matters in the ongoing litigation involving Ms. DeSantis, Officer Kufner, and the Township. These developments will be discussed in executive session.

**Reports:**

Commissioner E. Gerardine made a motion to approve all reports as presented. Commissioner S. Messina seconded the motion; the motion carried.

**Public Comment:**

-Rita Nicolussi stated that the dormer construction that had taken place next to her home has stopped and her property has the potential of being exposed to the elements if it is not finished before the weather changes. Township Secretary Cunningham said that she will bring this before Code Enforcement and that a letter will be sent concerning another Zoning application as well as finishing the project in a timely manner.

**Bills:**

Commissioner S. Messina made a motion to pay bills as presented, Commissioner E. Gerardine seconded; the motion carried.

**Minutes:**

Commissioner S. Messina made a motion to approve the BOC Minutes for 9/25/19 Commissioner E. Gerardine seconded; the motion carried.

Commissioner E. Gerardine motioned to adjourn the meeting at 6:44 p.m. Commissioner S. Messina seconded; the motion carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

October 23, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner E. Gerardine, Commissioner S. Messina, Secretary C. Cunningham

**Visitors signed in to speak:** Dale Durst, Al Renshaw, Marion Armstrong, Robert Gindlesperger,

**Visitors:** Charles Curtis

Commissioner J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

- Dale Durst brought up the boat launch area erosion and that the pier was falling apart. He also stated the newspaper said there was grant money available. Secretary Cunningham said the Township has not been alerted to such grant monies just yet.
- Al Renshaw said he saw the damage to the pier that has occurred over this past winter and throughout the Summer. He suggested to the Board that if possible, repairs should take place before winter arrives again and he is looking at getting a cost estimate for these repairs. He also said he has spoken to Harrisburg, and the Game and Fish Commission and was alerted that there are grants available for such renovations as well as adding restrooms. Commissioner Benovic said the Township Office has been actively working on several applications for grants concerning Parks and Recreation and specifically the Lake Cliff Boat Launch area as well, but that these grant monies take time to be awarded.
- Marion Armstrong brought pictures of the foot bridge showing the condition of it. The board said they would address the issues that are the responsibility of the Township. Commissioners Cabaday and Benovic have attended the CZM meetings to look into grants for fixing the area stating that only during July and August can renovations take place due to the creek being stocked with fish. Commissioner Cabaday said she has been in contact with Wabtec and alerted them to the need for the area to be cleaned up.
- Bob Gindlesperger asked if there were going to be an increase in the sewer rates for 2020. Commissioner Cabaday said that she does not have the exact numbers yet but she does not believe they will.

**Bills:**

Commissioner E. Gerardine made a motion to pay bills as presented, Commissioner F. Mussett seconded and the motion was carried.

**Minutes:**

Commissioner F. Mussett made a motion to approve the Minutes for 10/9/19 Commissioner S. Messina seconded and the motion was carried.

**Old Business:**

Commissioner S. Messina made a motion to adopt the Intergovernmental Cooperation Agreement with the Erie County Land Bank Commissioner E. Gerardine seconded and the motion was carried.

**New Business:**

Commissioner T. Benovic said that the Planning Commission will table any changes to Ordinances regarding Garbage and Recycling until a new contract has been reached.

**Adjournment:**

Commissioner F. Mussett made a motion to adjourn the meeting at 6:38 p.m. Commissioner T. Benovic seconded and the motion was carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS BUDGET MEETING

October 23, 2019

Present: Pres. J. Cabaday, VP. T. Benovic, Commissioner S. Messina, Commissioner E. Gerardine, Twp. Secretary C. Cunningham.

President J. Cabaday called the 2020 Budget Work Session Meeting to order at 6:45 p.m. and waived the Pledge of Allegiance to the Flag.

Commissioner J. Cabaday presented and discussed Commissioner F. Mussett's proposed 2020 budget items for both the Building and Fire Departments.

Commissioner E. Gerardine presented his proposed 2020 Streets budget and discussed his amounts for the coming year.

Commissioner T. Benovic presented and discussed the proposed 2020 Police Department. Benovic stated that the Police Dept. has brought in approximately \$100,000 plus in revenues during the 2019 year. Benovic stated that previously General Electric had donated vests and cameras among other various items to the Police Department. Benovic also presented her proposed 2020 Budget for the Parks and Recreation Department.

Commissioner J. Cabaday presented and discussed her proposed amounts for the 2020 Sewers Budget as well as her proposed Budget for the Administration Department.

Commissioner S. Messina was not able to present her budget amounts in Sanitation due to the Garbage contract expiring December 31, 2019. Bids are presently being taken for the 2020-2023 contract.

Commission E. Gerardine motioned to adjourn the meeting at 7:40 p.m., seconded by Commissioner T. Benovic and the motion carried.

Respectfully Submitted,

Cindy Jo Cunningham  
Township Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

November 13, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner F. Mussett, Engineer T. Podskalny, Solicitor A. Martinucci, Secretary C. Cunningham

**Visitors signed in to speak:** Kim Burney, Jenn Sheldon, Rita Nicolussi

**Visitors:** Dale Durst, Bryan Pol, Charles Curtis, Robert Gindlesperger, Julie Abet, Al Renshaw

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Treasurer Report:**

Mrs. Joyce Spitznogle reported that nothing has changed since her last report on October 9, 2019.

**Engineers Report:**

-Lakeside Boat Launch: Per Township request, Urban provided consultation services regarding potential stabilization work proposed for the boat launch and pier.

-Sanitation Contract Bids: Per Township request, Urban provided consultation for the review/analysis of bids received.

-Community Center Air Conditioning & Air Handling Upgrade Project: Per Township request, Urban is coordinating efforts for final design and bid package preparation for upgrades to the Township Community Center Building's air condition and air handling systems. Urban is currently coordinating and soliciting proposals for design services from Urban's MEP group as well as two independent MEP firms for the Township's review. It is the Township's intention to bid and award the contract by the Spring of 2020 so that system improvements are in place for the 2020 cooling season.

-Lift Station Telog Modem Upgrades: Urban is continuing our coordination efforts with the Township, Erie WWTP, Trimble and Verizon for the required Telog modem updates for the Cunningham and Soudan lift stations, which must be completed by the end of 2019.

**Solicitor's Report:**

-Since the Commissioner's meeting on October 9, 2019, we have been engaged to address a number of different issues.

1. The Planning Commission has reviewed our recommendations regarding revisions to the Building and Housing Code. Arrangements for a meeting with the Commission to review and respond to any questions they might have will be made.
2. We reviewed, and earlier today, suggest revision to Township ordinances regarding waste management and recycling. The adoption of these changes was tabled until the contracting process was completed.
3. There are no updates on the financing phase of the USDA/RDU project; we are still waiting on review and approval of aspects of the project by the Commonwealth's engineer.
4. We have completed a proposed independent contractor agreement for Linda Bliley.
5. We completed the new proposed "superload" agreement for a proposed transport through both Harborcreek and Lawrence Park.
6. We provided an opinion regarding title to the Lake Cliff Park as part of the Coastal Zone Management project concerning the Lakeside Boat launch.
7. We continue to work on certain matters in the ongoing litigation involving Ms. DeSantis, Officer Kufner, and the Township. These developments will be discussed in executive session.

**Reports:**

Commissioner F. Mussett made a motion to approve all reports as presented. Commissioner T. Benovic seconded the motion; the motion carried.

**Public Comment:**

-Kim Burney spoke to the Board regarding a home she purchased and would like to use it as a short-term rental property. Solicitor A. Martinucci told the Board to take this under advisement due to high level court cases and issues with short term rentals. Martinucci also told her that she would need to pay tax on her income at the end of the year as well as charging a hotel/motel tax. She was asked to drop off any/all paperwork to the Municipal office regarding her plans. Secretary C. Cunningham stated that Ms. Burney would need to approach the Zoning Hearing Board to apply for this as well.

**Bills:**

Commissioner T. Benovic made a motion to pay bills as presented, Commissioner F. Mussett seconded; the motion carried.

**Minutes:**

Commissioner F. Mussett made a motion to approve the BOC Minutes for 10/23/19, 10/23/19 Budget Meeting, and the Sanitation Bid Opening 11/7/19, Commissioner T. Benovic seconded; the motion carried.

**Resolutions:**

-President Cabaday read aloud Resolution 2019-23 – A Resolution to approve PennDOT Multimodal Transportation Grant for Street Resurfacing and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye"; With all in favor, Resolution 2019-23 was duly approved.

**New Business:**

-Commissioner T. Benovic made a motion to award the sanitation bid to Pro Waste, Commissioner F. Mussett seconded; the motion carried.

-Commissioner F. Mussett made a motion to appoint Mark Kukla as the point of contact for the Erie County Land Bank, Commissioner T. Benovic seconded; the motion carried.

-Commissioner T. Benovic motioned to accept the resignation of James Weigle (alternate) from the Civil Service Board, Commissioner F. Mussett seconded; the motion carried.

-Commissioner F. Mussett made a motion to accept Linda Billey as Independent Contractor for Administrative work in 2020 for the Township, Commissioner T. Benovic seconded; the motion carried.

At this time, Solicitor A. Martinucci called for an Executive Session at 6:34 pm

Commissioner J. Cabaday called the meeting back to order after the executive session.

Commissioner F. Mussett motioned to adjourn the meeting at 6:56 p.m. Commissioner T. Benovic seconded; the motion carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING  
November 27, 2019

6:00 p.m.

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner F. Mussett, Secretary C. Cunningham

**Visitors signed in to speak:** Michelle Jaggi

**Visitors:** Charles Curtis, Joe Golden, Dale Durst

Commissioner J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

- Michelle Jaggi from the Census Outreach spoke to the Board about the upcoming Census Outreach and what it does regarding funding for Communities.

**Bills:**

Commissioner T. Benovic made a motion to pay bills as presented, Commissioner F. Mussett seconded and the motion was carried.

**Minutes:**

Commissioner F. Mussett made a motion to approve the Minutes for 11/11/19 Commissioner T. Benovic seconded and the motion was carried.

**Resolutions:**

-President Cabaday read aloud Resolution 2019-25 EACOG Annual Budget and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-25 was duly approved.

-President Cabaday read aloud Resolution 2019-27 MMO Police Pension Plan and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-27 was duly approved.

-President Cabaday read aloud Resolution 2019-26 MMO Non-Uniformed Pension Plan and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-26 was duly approved.

**Old Business:** N/A

**New Business:**

Commissioner F. Mussett made a motion to advertise Ordinance §008-2019 the 2020 proposed budget and Ordinance §007-2019 the 2020 Sewer Rates. Commissioner T. Benovic seconded; the motion carried.

**Adjournment:**

Commissioner T. Benovic made a motion to adjourn the meeting at 6:13 p.m. Commissioner F. Mussett seconded and the motion was carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

December 11, 2019

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner E. Gerardine, Commissioner F. Mussett, Engineer T. Podskalny, Secretary C. Cunningham

**Visitors signed in to speak:** N/A

**Visitors:** Dale Durst, Joe Golden

President J. Cabaday called the meeting to order at 6:00 p.m. The Pledge of Allegiance to the Flag was performed.

**Treasurer Report:**

Mrs. Joyce Spitznogle reported that nothing has changed since her last report on November 13, 2019.

**Engineers Report:**

Community Center Air Conditioning & Air Handling Upgrade Project – Urban is continuing coordinating efforts for final design and bid package preparation for upgrades to the Township Community Center Building's air conditioning and air handling systems. Urban has received proposals for design services from Urban's MEP group and two independent MEP firms which will be forwarded for the Township's review and discussions, if/as applicable. The proposals acknowledge that it is the Township's intention to bid and award the contract by the Spring of 2020.

Soudan Lift Station Replacement – The coordination with Township and USDA for the Township's Loan Application is continuing and additionally has included coordination with Dave Busch of Keystone Alliance Consulting for accounting/financial assistance for required Report components.

**Solicitor's Report:**

-Since the Commissioner's meeting on November 11, 2019, we have been engaged to address a number of different issues.

1. I met with the Planning Commission to discuss proposed changes to the Building and Property Maintenance Codes. We are making final changes there and will present them to the Planning Commission as soon as possible for their adoption and recommendation to the Board of Commissioners.
2. We are drafting the contract between the Township and Pro Waste Services; I will have that document to the Township Secretary tomorrow.
3. There have been no updates on the financing phase of the USDA/RDU project; my understanding is that we are still waiting on review and approval of aspects of the project by the Commonwealth's engineer.
4. We had additional work on the super load agreement. That transport has now been completed.
5. We addressed questions regarding relationships between the Township, the School District, and the County Land Bank.
6. We reviewed the proposed transfer of a surplus vehicle to the East County EMS. We have made recommendations that would allow this, and future, transfers to take place. We will be presenting a draft Resolution in January that will put in place the policy necessary to make this happen.
7. We continue to work on certain matters in the ongoing litigation involving Ms. DeSantis, Officer Kufner, and the Township. These developments will be discussed in executive session.

**Reports:**

Commissioner E. Gerardine made a motion to approve all reports as presented. Commissioner F. Mussett seconded the motion; the motion carried.

**Public Comment:** N/A

**Bills:**

Commissioner T. Benovic made a motion to pay bills as presented, Commissioner E. Gerardine seconded; the motion carried.

**Minutes:**

Commissioner F. Mussett made a motion to approve the BOC Minutes for 11/27/19, Commissioner T. Benovic seconded; the motion carried.

**Resolutions:**

-President Cabaday read aloud Resolution 2019-26 – A Resolution to enact Ordinance 007-2019 for 2020 Sewer Rates and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner E. Gerardine; "aye"; Commissioner F. Mussett; "aye"; With all in favor, Resolution 2019-26 was duly approved.

**New Business:**

Secretary Cunningham spoke to the Board concerning placement of a Field Office trailer for PennDot to be placed on Township property during the bridge rehabilitation in May of 2020. The PennDot representative will come to Lawrence Park to look at possible locations for the trailer.

Commissioner E. Gerardine motioned to adjourn the meeting at 6:12 p.m. Commissioner T. Benovic seconded; the motion carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary



LAWRENCE PARK TOWNSHIP  
BOARD OF COMMISSIONERS MEETING  
December 26, 2019

9:00 a.m.

4230 Iroquois Avenue

**In Attendance:** Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner F. Mussett, Secretary C. Cunningham

**Visitors signed in to speak:** Michael Konieczko, Dale Durst

Commissioner J. Cabaday called the meeting to order at 9:00 a.m. The Pledge of Allegiance to the Flag was performed.

**Public Comment:**

- M. Konieczko spoke about the different mixtures that are offered by Joseph McCormick Co. and presented to the Board what the company will be offering in 2020.

- D. Durst spoke about the difficulties of recycling properly. The Board let him know that this is an issue throughout the country and that there are many options being looked at on a state level for future recycling options.

**Bills:**

Commissioner F. Mussett made a motion to pay bills as presented, Commissioner T. Benovic seconded and the motion was carried.

**Minutes:**

Commissioner T. Benovic made a motion to approve the Minutes for 12/11/19 Commissioner F. Mussett seconded and the motion was carried.

**Resolutions:**

-President Cabaday read aloud Resolution 2019-29 enactment of Ordinance §008-2019 the 2020 budget and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-29 was duly approved.

-President Cabaday read aloud Resolution 2019-30 EACOG 2018 audit and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye", Commissioner J. Cabaday; "aye"; Commissioner F. Mussett; "aye". With all in favor, Resolution 2019-30 was duly approved.

**Old Business:** N/A

**New Business:**

Commissioner F. Mussett made a motion to accept a letter of intent for the EMC position with the Township beginning January 2020, Commissioner T. Benovic seconded; the motion carried.

Commissioner T. Benovic made a motion to advertise for all 2020 Board meetings, Commissioner F. Mussett seconded; the motion carried.

**Adjournment:**

Commissioner F. Mussett made a motion to adjourn the meeting at 9:46 a.m. Commissioner T. Benovic seconded and the motion was carried.

Respectfully Submitted:

Cindy Jo Cunningham  
Board of Commissioner's Secretary