

**LAWRENCE PARK TOWNSHIP
BOARD OF COMISSIONERS MEETING
Residents-Via Zoom
January 3, 2022
Amended**

6:00 P.M. Board Meeting

1. Oath of office by Solicitor Art Martinucci
 - A. Tammy Benovic - Commissioner
 - B. Joe Golden – Commissioner
 - C. Barry Rodemaker – Commissioner
 - D. Joyce Spitznogle – Tax Collector
2. Election of President of the Board of Commissioners
3. Election of Vice President of the Board of Commissioners
4. Assignments of Departments
 - A. Administration/Sewer
 - B. Parks/Recreation/Safety
 - C. Streets
 - D. Sanitation/Code Enforcement/Zoning
 - E. Buildings/Fire Department
5. Approve Appointments of the Township Offices as follows
 - A. Treasurer – Joyce Spitznogle
 - B. Zoning – Mark Kukla
 - C. Vacancy Board – Lisa Martin
 - D. Solicitor Appointment
 - E. Engineer Appointment
 - F. Civil Service – Larry Frank
6. Reports for:
 - A. Engineer's Report
 - B. Solicitor's Report
 - C. Zoning, Code Enforcement
 - D. Approval of Reports
7. Township Resident comments
 - A. Must sign up before session begins

8. Payment of Bills
9. Minutes & Resolutions:
 - A. Minutes from 12/8/2021 and 12/17/21 Boat Launch Rehabilitation #2
 - B. Resolution 2022-01 Enact Ordinance 2021-05 tax millage for 2022
 - C. Resolution 2022-02 Enact Ordinance 2021-04 sewer rates for 2022
10. Old Business:
11. New Business:
 - A. Commission Delegate Appointments:
 1. EACOG – Delegate/Alternate
 2. ECATO - Delegate/Alternate
 3. Erie County Planning – Delegate /Alternate
 4. East Erie Communications – Delegate/Alternate
 5. Erie MPO – Delegate/Alternate
 - B. Award Bid for Boat Launch Rehabilitation #2

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING
Via Zoom

6:00 p.m.

January 3, 2022 (Reorganizational)

4230 Iroquois Avenue

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

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

Solicitor A. Martinucci administered the oath of office to Tammy Benovic, Joseph Golden, Barry Rodemaker and Joyce Spitznogle.

Commissioner T. Benovic asked for nominations for President of the Board. Commissioner B. Rodemaker nominated Janet Cabaday, Commissioner F. Musset seconded the motion, second request for nominations-None., with all in favor the motion carried.

Commissioner J. Cabaday asked for nominations for Vice President of the Board. Commissioner B. Rodemaker nominated Tammy Benovic. Commissioner J. Golden seconded the motion, second request for nominations-None., with all in favor the motion carried.

Assignment of Departments:

Commissioner J. Cabaday suggested that everyone retain the existing departments which they are currently serving in as follows

Administration/Sewer – Commissioner Janet Cabaday
Parks/Recreation/Safety – Commissioner Tammy Benovic
Streets – Commissioner Barry Rodemaker
Sanitation/Zoning/Code Enforcement/Administration – Joseph Golden
Buildings/Fire Department – Commissioner Frank Mussett

Commissioner T. Benovic made a motion to re-appoint Joyce Spitznogle as Township Treasurer; Commissioner B. Rodemaker seconded the motion; the motion carried.

Commissioner J. Golden made a motion to reappoint Mark Kukla as Zoning Officer; Commissioner T. Benovic seconded the motion; the motion carried.

Commissioner B. Rodemaker made a motion to appoint Lisa Martin to the Vacancy Board; Commissioner T. Benovic seconded the motion; the motion carried.

Commissioner T. Benovic made a motion to re-appoint Quinn Law Firm as the Township Solicitor; Commissioner J. Golden seconded the motion; the motion carried.

Commissioner B. Rodemaker made a motion to appoint Urban Engineers as well as GPI-Tim Wells as Township Engineer Firm; Commissioner J. Golden seconded the motion; the motion carried.

Commissioner T. Benovic made a motion to re-appoint Larry Frank to the Civil Service Board; Commissioner J. Golden seconded the motion; the motion carried.

Visitors: N/A

Visitors signed in to speak: N/A

Reports:

Engineers Report:

- Community Center Air Conditioning & Air Handling (HVAC and Electric) Upgrade Project – Urban is continuing our coordination efforts for the project as required.
- Lakeside Boat Launch Rehab – Project 2 – Bids from 3 contractors were received on December 17, 2021. Urban has prepared and submitted a Bid Award Recommendation Letter to the Township for action.
- Soudan Lift Station – The Soudan Lift Station design, bid package and permitting preparation is continuing. Draft plans and specifications have been forwarded to the Township for review. Coordination with the pump manufacturer/supplier's representative has continued and appropriate pump sizes to handle potential prior commitments made when the Cunningham Lift Station was replaced in regard to future flows have been assessed and chosen. Urban will schedule a review meeting with the Township to go over plans and specifications once final pump information, including schematics, pump curves and specifications, are received from the pump manufacturer/supplier's representative in January. Required Permitting and coordination with PADEP and USDA will follow once a final Draft plans and specifications package has been assembled and reviewed with the Township.
- Iroquois School District Baseball Field and Tennis Court Properties Land Swap: Urban has updated the Replot Drawing as requested by Commissioner Benovic to clarify the existing property ownership for the parcels involved and returned them to Commissioner Benovic for final resolution.

Solicitors Report:

- We have received and reviewed additional information regarding the proposed tennis court/softball field swap between the Township and Iroquois School District.
- We are working on questions that have arisen regarding the updated Building and Property Code Ordinance and its enforcement by the local MDJ.
-

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

Bills:

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

Minutes:

Commissioner T. Benovic made a motion to approve BOC Minutes from December 8, 2021 and December 17, 2021 Lakeside Boat Launch Rehabilitation #2, Commissioner B. Rodemaker seconded the motion; the motion carried.

Resolutions:

- Commissioner Cabaday read aloud Resolution 2022-01 Tax Millage 2022 Enactment of Ordinance 2021-05 and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye"; Commissioner J. Cabaday; "aye"; Commissioner B. Rodemaker; "aye";

Commissioner F. Mussett; "aye"; Commissioner J. Golden; "aye", with all in favor, Resolution 2022-01 was duly approved.

- Commissioner Cabaday read aloud Resolution 2022-02 Amended 2022 Sewer Rates Enactment of Ordinance 2021-04 and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye"; Commissioner J. Cabaday; "aye"; Commissioner B. Rodemaker; "aye"; Commissioner F. Mussett; "aye"; Commissioner J. Golden; "aye", with all in favor, Resolution 2022-02 was duly approved.

Old Business: N/A

New Business:

Commissioner Delegate Appointments:

- A. CZM – Delegate-Commissioner T. Benovic/Alternate –Mark Kukla
- B. EACOG – Delegate – Commissioner B. Rodemaker/Alternates-Commissioner J. Cabaday & Cindy Jo Cunningham
- C. ECATO – Delegate – Commissioner J. Cabaday/ Alternates-Commissioner J. Golden & Cindy Jo Cunningham/ Mark Kukla
- D. Erie County Planning – Delegate – J. Golden/Alternates- Mark Kukla
- E. East Erie Communications – Delegate- Commissioner F. Mussett/Alternate – T. Benovic & Cindy Jo Cunningham
- F. Erie MPO – Delegate-Commissioner B. Rodemaker/Alternate – Cindy Jo Cunningham & J. Golden

Commissioner T. Benovic motioned to Award the Bid for the Lakeside Boat Launch Rehabilitation #2, to Konzel Construction; Commissioner J. Golden seconded; the motion carried.

Executive Session 6:25

The Board re-convened at 6:39

~Commissioner F. Mussett motioned to adjourn the meeting at 6:39 p.m. Commissioner B. Rodemaker seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP
Emergency Meeting
January 25, 2022

Present: Commissioner T. Benovic, Commissioner B. Rodemaker, Commissioner Frank Mussett

Commissioner Rodemaker called the Special Meeting to order and waived the Pledge of Allegiance to the Flag.

Commissioner T. Benovic motioned to hire Peter Smith for part-time seasonal help at \$18 per hour, Commissioner F. Musset seconded the motion, and the motion carried.

Commission B. Rodemaker motioned to adjourn the meeting at 4:10 p.m., seconded by Commissioner T. Benovic and the motion carried.

Respectfully Submitted,

Cindy Jo Cunningham
Township Secretary

**LAWRENCE PARK TOWNSHIP
BOARD OF COMISSIONERS MEETING**

February 9, 2022

6:00 P.M. Board Meeting

1. Reports for:
 - A. Treasurers Report
 - B. Engineer's Report
 - C. Solicitor's Report
 - D. Police Report, Zoning, Code Enforcement
 - E. Approval of Reports
2. Township Resident comments
 - A. Must sign up before session begins
3. Payment of Bills
4. Minutes & Resolutions:
 - A. Minutes from January 3, 2022 & January 25, 2022
 - B. Resolution 2022-03 Tax Collector Exoneration
 - C. Resolution 2022-04 Destruction of Records
 - D. Resolution 2022-05 Secretary Wage
 - E. Resolution 2022-06 County Aid
5. Old Business:
6. New Business:
 - A. Motion to promote Officer Angelo to class "D" officer starting 1/11/2022
 - B. Hiring of Peter Smith as part-time seasonal employee
 - C. Hire part-time seasonal employee
 - D. Purchase of Maintenance Dept. Equipment

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

Via Zoom

6:00 p.m.

February 9, 2022

4230 Iroquois Avenue

In Attendance: Commissioner J. Cabaday, Commissioner T. Benovic, Commissioner J. Golden, Commissioner B. Rodemaker, Solicitor A. Martinucci, Engineers T. Podskalny, Tim Wells, Secretary C. Cunningham

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

Visitors: John Deimling, Al Renshaw, Lori Duska, Linda Bliley

Visitors signed in to speak: John Deimling stated that he was disappointed in the plowing of streets during the past storms. Commissioner Cabaday explained what had happened with the contracted company and that the Township had brought on another guy to help out with the problem.

Al Renshaw spoke to the Board about his idea for the foot bridge. Commissioner Cabaday said the Board has been actively looking into applying for funds and also has a tentative plan for the placement of a new bridge. At this time National Fuel is not willing to work with the Township and needs to relocate their pipeline.

Reports:

Engineers Report:

- **Community Center Air Conditioning & Air Handling (HVAC and Electric) Upgrade Project** – Urban is continuing our coordination efforts for the project as required. CJL's February 8, 2022 email summary and contractor progress report is attached to this Report.
- **Lakeside Boat Launch Rehab – Project 2** – Contracts are signed and the contractor is awaiting weather conducive to working on the lake shore. With the current weather and ice dunes present, it may be several weeks before the contractor may even be able to mobilize. The contract completion date was set as May 13, 2022 per addendum 2 issued during bidding.
- **Soudan Lift Station** – Draft plans and specifications were provided to the Township for review (on 11/11/2021). Coordination with the pump manufacturer/supplier's representative has continued and appropriate pump sizes have been assessed and chosen. Urban requested a status update from the pump manufacturer/supplier's representative on 2/8/2022 for specific pump and backup generator specifications and details. An updated set of plans will be provided to the Township once the supplier's representative provides specific specifications and details.

Urban has requested the Township provides a list of available dates to schedule a review meeting to go over plans and specifications. It is assumed that the meeting will be scheduled after pump rep information is received (see above).

Permitting: Two PADEP permits are required for this lift station replacement project; a Component 3, Sewage Collection and Treatment Facilities module, and a Water Quality Management Permit.

Applicable permit components have been submitted by Urban to multiple agencies for review and approval as follows:

- **DEP Component 3 (Sewage Facilities Planning Module):**
Urban sent a draft version of the Component 3 to LPT (Jan Cabaday) on 1/24/2022 with a request and instruction to complete sections applicable to the Township. This module will then be forwarded to Harborcreek Township (for Conveyance Information): then to the City of Erie (for Conveyance

Information); and then to the Erie Wastewater Treatment Plant (for Treatment Information). Urban also requested LPT (Jan Cabaday) to publish a required 30-day Public Notification. The Component 3 requires inclusion of additional Component 4s (A, B & C) as attachments to the submittal package, the current status of which is:

1. DEP Component 4A (Municipal Planning Agency Review):
Sent: 1/24/2022; Sent a follow up email to Joe Golden on 2/8/2022 to check on receipt of Component 4A. Received: Nothing to date.
2. DEP Component 4B (County Planning Agency Review): Sent: 1/24/2022, Received: Completed Component 4B on 2/8/2022.
3. DEP Component 4C (County Health Department Review): Sent: 1/24/2022, Received: Completed Component 4C on 1/31/2022.

Once entirely completed, Urban will submit the planning module package to the DEP for review and approval.

DEP Water Quality Management (WQM) Permit:

WQM permitting is focused on technical pump station design (including pumps, bar screens, wet well, new sanitary sewers, etc.). This permitting and coordination with PADEP and USDA will follow once a final Draft plans and specifications package has been assembled, including final details and specifications to be provided by the pump supplier's representative, and reviewed with the Township.

PennDOT Highway Occupancy Permit (H.O.P.):

Urban has begun the preparation of a required H.O.P. plans which will be coordinated with the Township and PennDOT and submitted to PennDOT in February.

Solicitors Report:

- We are working on questions that have arisen regarding the updated Building and Property Code Ordinance and its enforcement by the local MDJ.
- We have worked with the Commissioners to address issues regarding Empire Snow Management's refusal to perform under its snow removal contract with the Township.

~Commissioner T. Benovic made a motion to approve all reports as presented. Commissioner B. Rodemaker seconded the motion; the motion carried. ~

Bills:

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

Minutes:

Commissioner T. Benovic made a motion to approve BOC Minutes from January 3 and 25, 2022, Commissioner B. Rodemaker seconded the motion; the motion carried.

Resolutions:

- Commissioner Cabaday read aloud Resolution 2022-03 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 B. Rodemaker; "aye"; Commissioner J. Golden; "aye", with all in favor, Resolution 2022-03 was duly approved.

- Commissioner Cabaday read aloud Resolution 2022-04 Destruction of Records and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye"; Commissioner J. Cabaday; "aye"; Commissioner B. Rodemaker; "aye"; Commissioner J. Golden; "aye", with all in favor, Resolution 2022-04 was duly approved.
- Commissioner Cabaday read aloud Resolution 2022-05 Secretary Wage and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye"; Commissioner J. Cabaday; "aye"; Commissioner B. Rodemaker; "aye"; Commissioner J. Golden; "aye", with all in favor, Resolution 2022-05 was duly approved.
- Commissioner Cabaday read aloud Resolution 2022-06 County Aid and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye"; Commissioner J. Cabaday; "aye"; Commissioner B. Rodemaker; "aye"; Commissioner J. Golden; "aye", with all in favor, Resolution 2022-06 was duly approved.

Old Business:

- Commissioner Cabaday stated that the HVAC is finished but there has been a leak in the roof so the roofers will need to come back and repair those issues. Otherwise there just a couple things for the company to sign off on.

New Business:

- Commissioner J. Golden motioned to promote Officer Nathan Angelo to class "D" as of January 11, 2022, Commissioner B. Rodemaker seconded; the motion carried.
- Commissioner T. Benovic motioned to Ratify the hiring of part time seasonal employee Peter Smith as of January 25, 2022, Commissioner J. Golden seconded; the motion carried.
- Commissioner B. Rodemaker motioned to purchase maintenance department equipment (truck and plow) from liquid fuels with a \$10,228 down payment and to secure a loan from Northwest bank for the remainder of amount needed, which will be paid out of Liquid Fuels. Commissioner T. Benovic seconded; the motion carried.
- Commissioner J. Golden motioned to hire James Moore and Jonathan Garman at \$18 per hour, as part time employees as needed, Commissioner T. Benovic seconded; the motion carried.

~Commissioner J. Golden motioned to adjourn the meeting at 7:20 p.m. Commissioner T. Benovic seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

**LAWRENCE PARK TOWNSHIP
BOARD OF COMISSIONERS MEETING**

March 9, 2022

6:00 P.M. Board Meeting

1. Jack Kraus – Allegheny Financial
2. Jessica Horan-Kunco (ECOG) - Presentation of County Collaborative Plan
3. Reports for:
 - A. Treasurers Report
 - B. Engineer's Report
 - C. Solicitor's Report
 - D. Police Report, Zoning, Code Enforcement
 - E. Approval of Reports
4. Township Resident comments
 - A. Must sign up before session begins
5. Payment of Bills
6. Minutes & Resolutions:
 - A. Minutes from February
 - B. Resolution 2022-07 Truck Loan Signers
7. Old Business:
8. New Business:
 - A. Advertise Soudan Lift Station Replacement Project
 - B. Iroquois School Foundation

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING
March 9, 2022

6:00 p.m.

4230 Iroquois Avenue

In Attendance: Commissioner T. Benovic, Commissioner J. Golden, Commissioner B. Rodemaker, Commissioner F. Mussett, Solicitor A. Martinucci, Engineer T. Podskalny, Secretary C. Cunningham

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

Visitors: John Krause, Lou DePalma, Jessica Horan Kunco, Al Renshaw, Dale Durst

Allegheny Financial Report:

Commissioner Benovic gave the floor to Mr. John Kraus from Allegheny Financial who presented the Board with the financial reports for Uniformed and Non-Uniformed pension plans. The Uniformed plan has done well with the plan being up over 36% over the last 3 years, the non-Uniformed plan is up over 27% with both plans suffering a slight downward trend at the beginning of 2022. Kraus recommends to "stay the course" with the market traditionally making a rebound after a recession.

ECOG Presentation of Collaborative EMS Response Plan:

Jessica Horan Kunco presented to the Board the plan for Fire Departments to avoid missing so many ambulance calls. The plan asks that every volunteer Fire Department be responsible to name another Fire Department to answer ambulance calls when they are not in service and there is nobody (on the board) available to take these calls. This would lessen the amount of dropped calls which could potentially be a life-threatening situation. Lou DePalma explained that this is no cost to anyone, just a matter of naming a back up ambulance service while there is no one to answer calls. This program was created to help save lives and is in no way trying to dictate to the Fire Departments how their department should be run. As of right now the Lawrence Park Fire Department is not in compliance with the State Law stating that volunteer departments must provide care 24/7. Commissioner Mussett said that he would be meeting with Chief Crotty to discuss the Collaborative Plan.

Visitors signed in to speak: Al Renshaw spoke to the Board about his idea for the foot bridge. Commissioner Benovic said the Board is actively working with Engineers and the County looking into funds and Grants to help with the cost. As was explained this is not an easy fix and there are many things that must be looked into before anything can physically be done.

Reports:

Engineers Report:

- **Lakeside Boat Launch Rehab-Project 2** – Contracts are signed and the contractor is awaiting weather conducive to working on the lake shore. The Contractor, Konzel Construction, has completed his test pit to determine depth of shale at the site, and has begun material submittals for Urban review and approval. Contract completion is set as May 13, 2022.
- **Iroquois School District Baseball Field and Tennis Court Properties Land Swap** – Urban has revised the Replot Drawing as requested by the Township and Iroquois School District as well as provided legal descriptions of the parcels involved in the transfer of property which were hand delivered on 3/4/22.
- **Soudan Lift Station** – Draft plans and specifications were reviewed with the Township (Jan Cabaday) on February 17, 2022. During the meeting, potential changes to the proposed bar screen location and

configuration were discussed to allow additional access/space for maneuvering service vehicles inside the proposed lift station fence/gate. Urban is currently investigating an alternate layout for the proposed bar screen vault to allow additional access.

Coordination with the pump manufacturer/supplier's representative has continued and appropriate pump sizes have been assessed and chosen. Urban received updated details from the pump manufacturer/supplier's representative on 3/4/2022 which Urban is currently reviewing. An updated set of plans will be provided to the Township once finalized.

Permitting: Two PADEP permits are required for this lift station replacement project; a Component 3, Sewage Collection and Treatment Facilities module, and a Water Quality Management Permit. Applicable permit components have been submitted by Urban to multiple agencies for review and approval as follows:

DEP Component 3 (Sewage Facilities Planning Module) –

LPT and Harborcreek Township have completed their Chapter 94 Consistency Sections related to wastewater conveyance capacities. Urban sent a draft version of the Component 3 to the City of Erie on 3/2/2022 with a request and instructions to complete sections applicable to the City. Once the City provides requested information, this module will then be forwarded to the Erie Wastewater Treatment Plant (for Treatment Information). Urban requested LPT (Jan Cabaday) to publish a required 30-day Public Notification for public review of the Component 3 Module. The Component 3 requires inclusion of additional Component 4s (A, B & C) as attachments to the submittal package, the current status of which is:

1. DEP Component 4A (Municipal Planning Agency Review): Completed 3/4/2022.
2. DEP Component 4B (County Planning Agency Review): Completed 2/8/2022.
3. DEP Component 4C (County Health Department Review): Completed 1/31/2022.

Once entirely completed, Urban will submit the planning module package to the PADEP for review and approval.

DEP Water Quality Management (WQM) Permit – WQM permitting is focused on technical pump station design (including pumps, bar screens, wet well, new sanitary sewers, etc.). This permitting and coordination with PADEP will follow once final Draft plans and a specifications package has been assembled and reviewed with the Township.

PennDOT Highway Occupancy Permit (H.O.P.) – The required H.O.P. Application will be submitted to PennDOT in March.

Solicitors Report:

- We continue to work on questions that have arisen regarding the updated Building and Property Code Ordinance and its enforcement by the local MDJ. Additional information is needed from the Township to understand the issue.
- We have drafted and sent, at the Commissioner's direction, a correspondence to Empire Snow Management terminating its snow removal contract with the Township and notifying it of the Township's intentions regarding invoices and future damages.

~Commissioner J. Golden made a motion to approve all reports as presented. Commissioner B. Rodemaker seconded the motion; the motion carried. ~

Bills:

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

Minutes:

Commissioner J. Golden made a motion to approve BOC Minutes from February 9, 2022, Commissioner B. Rodemaker seconded the motion; the motion carried.

Resolutions:

- Commissioner T. Benovic read aloud Resolution 2022-07 Northwest Truck Loan Signers and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye"; Commissioner B. Rodemaker; "aye"; Commissioner J. Golden; "aye"; Commissioner F. Mussett; "nay" with a 3-1 vote, Resolution 2022-03 was duly approved.

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

- Commissioner F. Mussett motioned to advertise a public notice regarding the Soudan Lift Station Project, Commissioner B. Rodemaker seconded; the motion carried.
- Commissioner B. Rodemaker motioned to wave the Vendor fee on June 25th for the Iroquois Foundation Food Truck Festival which would be held at the Emerson Fields on Water Street, Commissioner J. Golden Seconded; the motion carried.

~Commissioner J. Golden motioned to adjourn the meeting at 7:12 p.m. Commissioner B. Rodemaker seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

**LAWRENCE PARK TOWNSHIP
BOARD OF COMISSIONERS MEETING**

April 13, 2022

6:00 P.M. Board Meeting

1. Accept Resignation of Frank Mussett
2. Accept Resignation of Jan Cabaday from Presidency of BOC
3. Kerrie Grande – Safe Walking Routes to School
4. Reports for:
 - A. Treasurers Report
 - B. Engineer's Report
 - C. Solicitor's Report
 - D. Police Report, Zoning, Code Enforcement
 - E. Approval of Reports
5. Township Resident comments
 - A. Must sign up before session begins
6. Payment of Bills
7. Minutes & Resolutions:
 - A. Minutes from March 9, 2022
 - B. Resolution 2022-08 Bank Signature Cards
 - C. Resolution 2022-09 Municipal Infrastructure Gap Funding
 - D. Resolution 2022-10 Small Borrowing for Capital Purposes
8. Old Business:
9. New Business:
 - A. Motion to wave open container Ordinance for Iroquois Foundation Food Truck Festival.
 - B. Motion to proceed with Turnback program with PennDot.
 - C. Foot Bridge update.
 - D. Hiring of Part-Time Help.
 - E. Motion to advertise bid for Garage roof
 - F. Affirm Northwest bank resolution understanding it is a draft and final details including change to a roll call vote for the loan closing.

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

April 13, 2022

4230 Iroquois Avenue

In Attendance: Commissioner T. Benovic, Commissioner J. Cabaday, Commissioner J. Golden, Commissioner B. Rodemaker, Solicitor A. Martinucci, Engineer T. Podskalny, Secretary C. Cunningham

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

~Commissioner J. Golden motioned to accept the resignation of Commissioner Frank Mussett, Commissioner B. Rodemaker seconded; the motion carried. ~

~Commissioner J. Golden motioned to accept the resignation of Presidency to the Board; Commissioner B. Rodemaker seconded; the motion carried. ~

Visitors: Sheilah Richardson, Joyce Spitznogle, Tom Kennedy

Signed in to speak: Kerrie Grande, Stephanie King, Dale Durst

Safer Walking Routes to School Presentation: Kerrie Grande (ISD) and Stephanie King (United Way) spoke to the Board about the safe routes to school and bus stops. A grant was awarded to Iroquois School District for development of this project. The next step would be to work with the Department of Planning and Community Development in mapping the school district (GIS). This program will provide safety and direction to and from the school. There will be signage and a "walking bus" to help with the routes. Community participation will be helpful in implementing a plan. More information will be provided as the plans progress.

Reports:

Engineers Report:

- **Lakeside Boat Launch Rehab-Project 2** – The Contractor, Konzel Construction, has all materials, and steel is on site. Konzel is awaiting weather and lake conditions conducive to construction. With weather and lake conditions experienced to date precluding construction from starting, he has advised Urban that he is approximately 2 weeks behind in his anticipated schedule for the project (anticipated 5 to 7 weeks construction time). Therefore an extension of the contract completion date, currently set as May 13, 2022 may be necessary depending upon when construction work is actually started.
- **Iroquois School District Baseball Field and Tennis Court Properties Land Swap** – Processing of the Replot and Recordation is in the hands of the Iroquois School District and Township as of March 2, 2022.
- **Chapter 94 Wasteload Management Report** – Urban assisted the Township in the completion of the 2021 Chapter 94 Report which was submitted to the City of Erie Bureau of Sewers.
- **Main Street Improvements Meeting** – Urban staff consisting of Tom Podskalny, PE and Charity Stover, PE attending a working meeting with the Township, Erie County and PennDOT District 1-0 staff for the Main Street Improvement Project and potential Turnback on Monday, March 21, 2022. Urban will continue to coordinate and work with the Township for Main Street projects when requested and authorized going forward.
- **Soudan Lift Station** – Draft plans and specifications were reviewed with the Township (Jan Cabaday) on February 1, 2022. Changes to the proposed bar screen location and configuration were incorporated into current plans as discussed. Urban received updated details from the pump manufacturer/supplier's representative on 3/4/2022 which have been included in current plans. Minor additional changes are

required per Urban's review, which have not been received as yet. A complete updated set of plans will be provided to the Township once finalized.

Permitting - Two PADEP permits are required for this lift station replacement project; a Component 3, Sewage Collection and Treatment Facilities Module, and a Water Quality Management Permit.

DEP Component 3 (Sewage Facilities Planning Module) – A required 30-day Public Notification for public review of the Component 3 Module has just passed with no public comments received by the Township. Once entirely completed, Urban can submit the planning module package to the PADEP for review and approval by April 15, 2022.

DEP Water Quality Management (WQM) Permit- WQM permitting is focused on technical pump station design (including pumps, bar screens, wet well, new sanitary sewers, etc.). This permitting and coordination with PADEP will follow once final plans and a specifications package has been assembled and reviewed with the Township.

PennDOT highway Occupancy Permit (H.O.P.) – The required H.O.P. Application was submitted to PennDOT on April 12, 2022. Urban is preparing on updated cost estimate for Township review to aid in the determination of funding sources.

Solicitors Report:

- The questions regarding enforcement of the updated Building and Property Code Ordinance by the local MDG was handed over to Township administration. At the request of the MDJ's staff, all relevant materials were transmitted to the MDJ office, where staff was to review and advise the Township. To date, the MDJ's staff does not appear to have gotten around to conducting its review.
- We reported at the last meeting that a letter sent, at the Commissioner's direction, to Empire Snow Management terminating its snow removal contract with the Township and notifying it of the Township's intentions regarding invoices and future damages. There is been no reply to that letter.
- We have drafted documents and addressed questions from the Township Secretary and from the lending officer at Northwest Bank concerning the Township's loan to purchase a new vehicle.
- We have addressed issues with regard to Board of Commissioner vacancies and a reorganization of the Commissioners' responsibilities following such reorganization.

~Commissioner J. Golden made a motion to approve all reports as presented. Commissioner J. Cabaday seconded the motion; the motion carried. ~

Residents Comments: Dale Durst commented that the signs need to be replaced at the Boat launch as they are faded. He also stated that there is a large amount of trash located at the Water Street parking area as well as down in Emerson Park.

Bills:

Commissioner J. Cabaday made a motion to pay bills as presented, Commissioner B. Rodemaker seconded the motion; the motion carried.

Minutes:

Commissioner J. Golden made a motion to approve BOC Minutes from March 9, 2022, Commissioner B. Rodemaker seconded the motion; the motion carried.

Resolutions:

- Commissioner T. Benovic read aloud Resolution 2022-08 Northwest Bank Signature Card Signers and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic; "aye"; Commissioner B. Rodemaker; "aye"; Commissioner J. Golden; "aye"; Commissioner J. Cabaday; "aye" with all in favor, Resolution 2022-08 was duly approved.
- Commissioner T. Benovic read aloud Resolution 2022-09 Approval of Application for Municipal Infrastructure Gap Funding and moved to approve with the following roll call VOTE taken by Secretary C.

Cunningham; Commissioner T. Benovic "aye"; Commissioner B. Rodemaker; "aye"; Commissioner J. Golden; "aye"; Commissioner J. Cabaday; "aye" with all in favor, Resolution 2022-09 was duly approved.

- Commissioner T. Benovic read aloud Resolution 2022-10 Authorizing Small Borrowing for Capital Purposes and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner T. Benovic "aye"; Commissioner B. Rodemaker; "aye"; Commissioner J. Golden; "aye"; Commissioner J. Cabaday; "aye" with all in favor, Resolution 2022-10 was duly approved.

Old Business: Commissioner J. Cabaday discussed the USDA Rural Loan and questioned whether we should continue the application for the loan. The Board decided to table a vote on this loan until further discussion takes place. Commissioner T. Benovic stated that she met with Harborcreek regarding replacement of the trees that were taken down on East Lake Road during the sewer project. Money will be given to the Township to replace those but not the magnitude of trees that were there due to them compromising the sewer lines as well as safety/vision issues with the placement of trees.

New Business: Commissioner B. Rodemaker motioned to waive the open container ordinance for the day of the food truck fest, Commissioner J. Golden seconded; the motion carried.

Commissioner B. Rodemaker spoke to the Board concerning the Turnback program with PennDot. Commissioner B. Rodemaker motioned to proceed with the plans of the PennDot Turnback program, Commissioner J. Cabaday seconded; the motion carried.

Secretary C. Cunningham gave an update on the Footbridge and because of the cost even with Grants the match was very high. After speaking to Melina Meyer from the County she was going to look for grants that would cover that required match.

Commissioner B. Rodemaker gave a report as to what the Maintenance Department have been working on getting all of the equipment up to premium working condition.

Commissioner J. Cabaday motioned to advertise for hire part-time seasonal help, Commissioner B. Rodemaker seconded; the motion carried.

Commissioner B. Rodemaker motioned to advertise bids for the Bell Street garage roof, Commissioner J. Golden seconded; the motion carried.

~Commissioner J. Cabaday motioned to adjourn the meeting at 6:57 p.m. Commissioner B. Rodemaker seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

**LAWRENCE PARK TOWNSHIP
BOARD OF COMISSIONERS MEETING**

May 11, 2022

6:00 P.M. Board Meeting

1. Vote to approve Letter of interest
2. Oath of Office
3. Re-Organization
 - A. Election of President
 - B. Election of Vice President
 - C. Assignment of Departments
4. Reports for:
 - A. Treasurers Report
 - B. Engineer's Report
 - C. Solicitor's Report
 - D. Police Report, Zoning, Code Enforcement
 - E. Approval of Reports
5. Township Resident comments
 - A. Must sign up before session begins
6. Payment of Bills
7. Minutes & Resolutions:
 - A. Minutes from April 13, 2022
 - B. Resolution 2022-11 Plan Revision for New Land Development (Soudans Lift Station)
8. Old Business:
9. New Business:
 - A. Hiring of Part-Time Help
 - B. Motion to accept state police bldg.renewal

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING
May 11, 2022

6:00 p.m.

4230 Iroquois Avenue

In Attendance: Commissioner T. Benovic, Commissioner J. Golden, Commissioner B. Rodemaker, Commissioner S. Trojak, Solicitor A. Martinucci, Engineer T. Podskalny, Secretary C. Cunningham

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

~ Commissioner B. Rodemaker motioned to accept a letter of intent from Sarah Trojak to fill the vacant seat on the Board of Commissioners; Commissioner J. Golden seconded and the motion passed. ~

~Solicitor A. Martinucci administered the oath of office to Sarah Trojak.~

~Commissioner T. Benovic asked for nominations for President of the Board. Commissioner B. Rodemaker nominated Joe Golden, Commissioner S. Trojak seconded the motion, second request for nominations-None., with all in favor the motion carried.

~Commissioner J. Golden asked for nominations for Vice President of the Board. Commissioner B. Rodemaker nominated Tammy Benovic, Commissioner S. Trojak seconded the motion, second request for nominations-None., with all in favor the motion carried.

Assignment of Departments:

Administration/Buildings – Joseph Golden

Streets/Sanitation – Commissioner Barry Rodemaker

Parks/Recreation/Safety – Commissioner Tammy Benovic

Fire Department – Commissioner Sarah Trojak

Sewer Department – Commissioner Janet Cabaday

The Commissioners added that there would be point people learning different departments other than their assigned department therefore there will always be a Commissioner to fill in for the absence of a Commissioner during their leave.

~Commissioner T. Benovic made a motion to approve appointments of departments, Commissioner B. Rodemaker seconded the motion; the motion carried. ~

Visitors: N/A

Signed in to speak: N/A

Reports:

Engineers Report:

- Lakeside Boat Launch Rehab-Project 2 - The Contractor, Konzel Construction, has submitted a project construction schedule showing work starting on May 11, 2022 and ending July 14, 2022. That overall schedule is consistent with their previously stated estimated 7-week construction time frame. The delay in start time is attributed by the contractor to just having received epoxy needed for rebar installation on May 9, 2022, which was ordered on February 20, 2022. Konzel Construction has indicated that they will attempt to expedite the project's construction where possible. Based upon the schedule submitted, Urban recommends that the contract extension be granted to July 15, 2022, and we will prepare the proper paperwork with the Township's concurrence.
- Soudan Lift Station – Urban received requested updated details from the pump manufacturer/supplier's representative on 5/9/2022 which have been reviewed by Urban. A full set of final plans and specifications for the pump station and its appurtenances from the pump manufacturer/supplier's representative are expected to be received by May 20, 2022. A complete updated set of plans and specifications will be provided to the Township for final review.

Permitting:**DEP Component 3 (Sewage Facilities Planning Module)-**

The Component 3 Module may be submitted to the PADEP for review and approval dependent upon a final determination as to USDA funding is made and the adoption of the Resolution before the Board tonight (for Sewage Facilities Plan Revision).

DEP Water Quality Management (WQM) Permit-

The WQM permitting package (consisting of technical pump station design, including pumps, bar screens, wet well, new sanitary sewers, etc.), may be submitted to the DEP for concurrent review with the Component 3 submittal once all plans have been received from the pump station manufacturer and final plans and specs have been prepared.

PennDOT highway Occupancy permit (H.O.P.) –

The project's required H.O.P. Permit was approved by PennDOT on April 19, 2022.

Urban is preparing an updated cost estimate for Township review to aid in the final determination of funding sources, and is awaiting updated pump station costs from the manufacturer before completing. Once it is confirmed whether the Township will proceed with USDA Loan funding, Urban will prepare a final set of construction plans and specifications. If the continued use of USDA Loan funding, Urban will prepare a final set of construction plans and specifications. If the continued use of USDA Loan funding is confirmed, then Urban will submit the final plans and specifications, together with any outstanding information requested by USDA, for their review and approval.

Solicitors Report:

- We continue to work on the issue of the MDJ's enforcement of Township Ordinances.
- Related to this, we are working on several more amendments to the Township's codified ordinances (regarding curfews, fireworks, trees/shade tree commission, and costs related to Zoning appeal hearings), and are looking into whether we might be able to use anything in this process to bootstrap a resolution to the other matter.
- All work related to the small borrowing with Northwest Bank regarding the new truck.
- We are working on the property description and draft deed for the land swap with the school district. We have the draft deed from the school district, and since both parties are relying on the information provided in the Urban Engineer's report, we expect things to go smoothly from this point on.

~Commissioner T. Benovic made a motion to approve all reports as presented. Commissioner B. Rodemaker seconded the motion; the motion carried. ~

Bills:

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

Minutes:

Commissioner T. Benovic made a motion to approve BOC Minutes from April 13, 2022, Commissioner B. Rodemaker seconded the motion; the motion carried.

Resolutions:

- Commissioner J. Golden read aloud Resolution 2022-11 Plan Revision for New Land Development (Soudan's Lift Station) and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T. Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye" with all in favor, Resolution 2022-11 was duly approved.

Old Business: N/A

New Business:

~Commissioner B. Rodemaker motioned to hire Carl Voltz as Summer help at \$10 per hour, Commissioner T. Benovic seconded the motion; the motion carried. ~

~Commissioner J. Golden alerted the Board that the State Police has opted to accept the extension of their lease as spelled out their contract with the Township. ~

~Commissioner J. Golden stated that with the remaining HVAC money for buildings he would like to erect simple traditional signage in front of the Municipal Building depicting the Municipal Offices. ~

~Commissioner J. Golden stated that he had contacted the County regarding grants for revitalization within the Township. ~

~Commissioner T. Benovic stated that there has been no response regarding job opportunities for summer parks positions. Due to the decline of attendance and lack of use of the parks the thought for this Summer would be to do multiple organized events at both parks both days and evenings. Commissioner will be looking for volunteers to help coordinate these events. Details will be discussed and posted at a later date.~

~Commissioner T. Benovic stated that the July 4th Festivities will resume as normal this year.~

~Commissioner T. Benovic motioned to adjourn the meeting at 6:30 p.m. Commissioner B. Rodemaker seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

**LAWRENCE PARK TOWNSHIP
BOARD OF COMISSIONERS MEETING**

June 8, 2022

6:00 P.M. Board Meeting

1. Reports for:
 - A. Treasurers Report
 - B. Engineer's Report
 - C. Solicitor's Report
 - D. Police Report, Zoning, Code Enforcement
 - E. Approval of Reports
2. Township Resident comments
 - A. Must sign up before session begins
3. Payment of Bills
4. Minutes & Resolutions:
 - A. Minutes from May 11, 2022
5. Old Business:
6. New Business:
 - A. Approve Change Order #1 Boat Launch Rehab
 - B. Approve Payment 1-\$25,382.23 & Payment 2-\$61,871.40 Konzel's - Boat Launch Rehab
 - C. Update Ordinance concerning citation with fine for grass (immediate)

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING

6:00 p.m.

June 8, 2022

4230 Iroquois Avenue

In Attendance: Commissioner T. Benovic, Commissioner B. Rodemaker, Commissioner S. Trojak, Commissioner J. Cabaday, Solicitor A. Martinucci, Engineer T. Podskalny, Secretary C. Cunningham

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

Reports:

Engineers Report:

- Lakeside Boat Launch Rehab – Project 2 The Contractor, Konzel Construction, is on schedule to achieve substantial completion of construction by July 1, 2022 and ready for final payment status by July 15, 2022, as per the approved contract extension included in Change Order No.1 for the contract. If and as requested by the Township, Urban will consult on potential options to provide access to shoreline areas to the west and east of the reconstructed boat ramp and/or signage.
- Soudan Lift Station – Urban received final details for the packaged pump station from the manufacturer on May 18th. Specifications for the pump station and its appurtenances, as well as other supporting information necessary to finalize plans, details and bid documents have not been received from the supplier's representative as of this date. A complete updated set of plans and specifications will be provided to the Township for final review once they are able to be completed.

Permitting:

- DEP Component 3 (Sewage Facilities Planning Module)- The Component 3 Module with all attachments was submitted to the PADEP on June 1, 2022 PADEP acknowledged receipt of the Component 3 Module package and uploaded it to their eFACT entry system for review.
- DEP Water Quality Management (WQM) Permit- The WQM permitting package (consisting of technical pump station design, including pumps, bar screens, wet well, new sanitary sewers, etc.), may be submitted to the DEP for concurrent review with the Component 3 submittal once all necessary specifications and required information is received from the pump station manufacturer/supplier's representative and final plans and specs are complete. Final plans and specifications, together with any outstanding information requested, will be submitted to USDA for their review and approval once all information is available and final plans are complete.

Solicitors Report:

- We have drafted amendments to the Township's codified ordinances regarding curfews, fireworks, and the trees/shade tree commission.
- We are working on a resolution to revise the schedule of costs and fees and costs related to Zoning appeals hearings.
- We have completed the property description and draft deed for the land swap with the school district. Once the maps have been recorded, the parties can sign and exchange deeds for filing.

~Commissioner S. Trojak made a motion to approve all reports as presented. Commissioner B. Rodemaker seconded the motion; the motion carried. ~

Visitors: Charlene Renshaw, Kate Griffin, Gordon Sedgwick

Signed in to speak: Dale Williams, Al Renshaw, Dale Durst

- Dale Williams asked if there were going to be ADA access down to the beach, Commissioner Benovic said there was discussion of possibly having a walkway placed at a later date. Williams also addressed the board concerning rocks being submerged near the boat ramp that pose a potential hazard, Benovic said that also been up for discussion. Williams also asked about line drawing in the boat parking lot, Benovic stated that once the project was finished these things will be up for discussion.
- Al Renshaw also spoke about the submerged rocks and asked if the engineers were addressing these issues and he was told that the stone was placed to protect the ramp from the storms. Renshaw also felt that residents would help to pay for buoys to be placed on the stones. Renshaw also asked when the foot bridge was going to be taken care of. Commissioner Benovic stated that the bridge is continually being looked at with regard to placement, safety, and financing for this project.
- Dale Durst stated that the trash receptacles at the Boat Launch are full and asked about the pick-up times.

Bills:

Commissioner B. Rodemaker made a motion to pay bills as presented, Commissioner J. Cabaday seconded the motion; the motion carried.

Minutes:

Commissioner S. Trojak made a motion to approve BOC Minutes from May 11, 2022, Commissioner B. Rodemaker seconded the motion; the motion carried.

Old Business: N/A

New Business:

~Commission J. Cabaday motioned to approve the Boat Launch Rehab #2 Change Order #1, Commissioner B. Rodemaker seconded the motion; the motion carried. ~

~Commissioner B. Rodemaker motioned to approve Payments #1 and #2 for the Boat Launch Rehab #2, Commissioner S. Trojak seconded the motion; the motion carried. ~

~Commissioner Benovic stated that there will be discussion at the next Planning meeting concerning the grass ordinance that is currently being enforced~

~Commissioner Benovic stated that all of the Fourth of July Festivities will take places this year as in years past~

~Commissioner B. Rodemaker motioned to adjourn the meeting at 6:37 p.m. Commissioner S. Trojak seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

**LAWRENCE PARK TOWNSHIP
BOARD OF COMISSIONERS MEETING**

July 13, 2022

6:00 P.M. Board Meeting

1. Accept Resignation of Jan Cabaday
2. Reports for:
 - A. Treasurers Report
 - B. Engineer's Report
 - C. Solicitor's Report
 - D. Police Report, Zoning, Code Enforcement
 - E. Approval of Reports
3. Township Resident comments
 - A. Must sign up before session begins
4. Payment of Bills
5. Minutes & Resolutions:
 - A. Minutes from June 8, 2022
6. Old Business:
7. New Business:
 - A. Approve Payment #3-\$90,186.37 Konzel's - Boat Launch Rehab
 - B. Hiring Tim Cunningham for the Maintenance Department
 - C. Hire Police Officer/SRO
 - D. Iroquois School Events

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING
July 13, 2022

6:00 p.m.

4230 Iroquois Avenue

In Attendance: Commissioner J. Golden, Commissioner T. Benovic, Commissioner B. Rodemaker, Commissioner S. Trojak, Solicitor A. Martinucci, Engineer T. Podskalny, Secretary C. Cunningham

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

~Commission B. Rodemaker motioned to accept the resignation of Jan Cabaday from the Board of Commissioners, Commissioner S. Trojak seconded the motion; the motion carried. ~

Old Business:

~Deeds were signed transferring/swapping the Tennis Courts with Iroquois School District to the Softball Fields. The vote had been taken some time ago as this has been in process for several years~

~Commissioner Benovic gave an update to the Fourth of July events which went very well with no incidents. ~

~The Boat Launch Project was completed and opened on July 1st~

~The parks have not been staffed this Summer due to no applications being received; therefore Commissioner Benovic has created two days of activities with volunteers doing crafts, cookies, games and cookouts. ~

Reports:

Engineers Report:

- **Lakeside Boat Launch Rehab – Project 2** - The Contractor, Konzel Construction, achieved substantial completion the week of June 1, 2022 and the ramp was opened to the public on July 1, 2022. The PA Fish and Boat Commission (PFBC) has performed their required site inspection. The Township has submitted to them the billing form and all invoices for the project for processing, and they in turn have prepared an invoice and sent it to the State Comptroller's Office. They have indicated that the reimbursement check should be received by the Township in the month of August.
- **Soudan Lift Station** – Urban received final details and proposed channel grinder specifications for the proposed Smith & Loveless packaged pump station for the manufacturer as well as the project's proposed channel grinder. Costs for the previously proposed bar screen and currently proposed channel grinder, as well as other supporting information necessary to finalize plans, details and bid documents, have not been received from the supplier's representative as of this date. A complete updated set of plans and specifications will be provided to the Township for final review once they are able to be completed.

Permitting:

- **DEP Component 3 (Sewage Facilities Planning Module)** – The Component 3 Module with all attachments was submitted to the PADEP on June 1, 2022 and is under PADEP review.
- **DEP Water Quality Management (WQM) Permit** – The WQM permitting package (consisting of technical pump station design documents) may be submitted to the DEP for concurrent review with the Component 3 submittal once all necessary specifications and required information is received from the pump station manufacturer/supplier's representative and final plans and specs are complete. Final plans and specifications, together with any outstanding information requested, will be submitted to USDA for their review and approval once all information is available and final plans are complete. It is Urban's understanding that the Township is investigating the use of a chopper pump system in place of the Smith & Loveless pump station package and channel grinder, as well as a potential retrofit of the Cunningham Lift Station. As previously offered, Urban would welcome the opportunity to discuss the current design of the Soudan Lift Station as well as any retrofit of the Cunningham or other lift stations with the Commissioners and other Township staff at your convenience.

- **Township Maintenance Building Roof Repair/Replacement** – Urban is working with the Township Secretary to scope a project and prepare a standard engineering construction contract for the repair/replacement of the roof for the Township Maintenance Building on Bell Street. Urban would enlist the services of an Architect to provide scoping and specification assistance as applicable as roof repair/replacement is architectural in nature, and our previous involvement in roof projects for the Township has enlisted Architectural participation. A target date for a draft contract bid package being available for Township review would be August, 2022. Urban would ask for Township approval to move forward with our enlistment of an Architect and formal scoping of the project.
- Commissioner B. Rodemaker motioned to approve Urban to enlist an Architect for the Bell Street garage roof project, Commissioner T. Benovic seconded the motion; the motion carried.

Solicitors Report:

- We are waiting for further action from the Planning Board regarding Ordinance that had been drafted at the previous meeting.
- We have worked on some miscellaneous correspondence for the Township.

~Commissioner T. Benovic made a motion to approve all reports as presented. Commissioner S. Trojak seconded the motion; the motion carried. ~

Visitors: Dale Durst, Linda Blum, Tom Hiegel, Bob Hanna

Signed in to speak: Debbie Bernardini, Dale Williams, Fire Chief Joe Crotty, Barbara Brairton, Sharon Hiegel, Charles Curtis.

~Debbie Bernardini spoke to the Board about the Lawrence Park Garden Club. Bernardini reported all the parks, organizations, and various other entities that they work with to beautify the Township. Debbie asked when the building would be open for the Garden Club to be able to utilize the space offered last fall. The Garden Club will speak to the Historical Society regarding sharing the space provided by the Township.

~Dale Williams wanted to relay his along with his neighbors' appreciation for the hard work and effort put into the boat ramp. Williams also said that he would like to mention the Maintenance workers were very hard working and very cordial to anyone who approached them as well as the contractors. Williams also stated that there is rebar that is sticking out of the rocks that were used as fill that could possibly pose a hazard.

~Fire Chief Joe Crotty addressed the Board concerning relief of their utility bills at 4102 Main Street. It was his understanding that paying those bills would be a 1-time request that was made in 2014. He said that they have been paying those bills for the last 8 years. He stated that their budget is stretched to the limit along with issues of finding volunteers to run the Fire Station. Financial relief is what he is looking for regarding building utilities. Solicitor Martinucci read the minutes of December 8, 2015 to Chief Crotty stating that a request by the fire department not to be relieved of the utilities but to leave the utilities in the Township name and the Fire department would write a check for their utilities to the Township and that there was a 3-0 vote. ~

~Barbara Brairton spoke to the board and expressed her opposition to air B&Bs in her neighborhood. Her concern is that this could be a potential detriment to her neighborhood.

~Sharon Hiegel also asked if she could file a formal complaint regarding this. Commissioner Benovic said that if there is problem with the renters that the police would need to be called so that they could address these issues if there is some law being broken. Solicitor Martinucci also reiterated that they should call the police at the time that issue is happening so that those people may be cited. Martinucci stated that a change of an Ordinance takes time to change these regulations but the way to stop the illegal behavior is to alert the police and have them cited.

~Charlie Curtis asked the board what the status is on the boulevard on East Lake Road due to the sewer project. Commissioner Benovic said she is expecting a check from Harborcreek Township and quotations have been

received from several nurserys regarding replacement. Benovic said that trees in the boulevard had posed a bit of a hazard regarding vision of oncoming traffic so trees will be strategically placed. Curtis also stated that he was grateful for the handicapped parking spot.

Bills:

Commissioner S. Trojak made a motion to pay bills as presented, Commissioner B. Rodemaker seconded the motion; the motion carried.

Minutes:

Commissioner T. Benovic made a motion to approve BOC Minutes from June 8, 2022, Commissioner B. Rodemaker seconded the motion; the motion carried. Commissioner J. Golden abstaining.

New Business:

~Commission T. Benovic motioned to approve the Boat Launch Rehab payment #3 of \$90,186.37 to Konzel
Commissioner S. Trojak seconded the motion; the motion carried. ~

~Commission B. Rodemaker motioned to approve the hiring of Tim Cunningham for the Maintenance Department effective July 11, 2022, Commissioner T. Benovic seconded the motion; the motion carried. ~

~Commission T. Benovic motioned to approve the creation of a second School Resource officer at the request of the Iroquois School district, Commissioner S. Trojak seconded the motion; the motion carried. ~

~Commissioner B. Rodemaker motioned to approve the Iroquois School Events (Homecoming Parade, 5K run and Kid Races) Commissioner S. Trojak seconded the motion; the motion carried. ~

~Commissioner B. Rodemaker motioned to approve Urban engineers to contact an Architect to advise repair/replacement of Bell Street garage roof, Commissioner T. Benovic seconded the motion; the motion carried. ~

~Commissioner B. Rodemaker motioned to adjourn the meeting at 6:53 p.m. Commissioner T. Benovic seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

**LAWRENCE PARK TOWNSHIP
BOARD OF COMISSIONERS MEETING**

August 10, 2022

6:00 P.M. Board Meeting

1. Motion to approve Jason Moffett letter of interest for Commissioner
2. Oath of Office
3. Reports for:
 - A. Treasurers Report
 - B. Engineer's Report
 - C. Solicitor's Report
 - D. Police Report, Zoning, Code Enforcement
 - E. Approval of Reports
4. Township Resident comments
 - A. Must sign up before session begins
5. Payment of Bills
6. Minutes & Resolutions:
 - A. Minutes from July 13, 2022
7. Old Business:
8. New Business:
 - A. Advertise for Garbage Contract
 - B. Landlord Fees
 - C. Building Permit Fees
 - D. Review Code Enforcement Activity
 - E. Authorize for advertisement for Bell Street Garage Roof
 - F. Authorize to advertise Budget meetings

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING
August 10, 2022

6:00 p.m.

4230 Iroquois Avenue

In Attendance: Commissioner J. Golden, Commissioner T. Benovic, Commissioner B. Rodemaker, Commissioner S. Trojak, Solicitor A. Martinucci, Engineer T. Podskalny, Secretary C. Cunningham

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

~ Commissioner T. Benovic motioned to accept a letter of interest from Jason Moffett to fill the vacant seat on the Board of Commissioners; Commissioner B. Rodemaker seconded and the motion passed. ~

~Solicitor A. Martinucci administered the oath of office to Jason Moffett.~

Reports:

Engineers Report:

- **Soudan Lift Station** – Urban has received final details and specifications for the proposed Smith & Loveless packaged pump station from the manufacturer as well as final details, specifications and costs for the previously proposed bar screen and currently proposed channel grinder, from the suppliers' representative. A complete updated set of plans and specifications will be provided to the Township for review, subsequent to an Urban internal QA/QC review, the week of August 15th. As previously offered, Urban would welcome the opportunity to discuss and go over the current design plans for the Soudan Lift Station with the Commissioners and other Township staff should you desire.

Permitting:

- **DEP Component 3 (Sewage Facilities Planning Module)** – The Component 3 Module with all attachments was submitted to the PADEP on June 1, 2022. An Approval Letter will be provided once the Township responds to an email from PADEP which will authorize acceptance of an electronic copy of the Approval Letter. Since the Township has not received such a request to date, and as former Commissioner Cabaday was the official Township contact to this point, Urban has contacted the PADEP to request that Cindy Jo Cunningham be listed as the current contact for all future correspondence with PADEP for this project.
- **DEP Water Quality Management (WQM) Permit** – The WQM permitting package (consisting of technical pump station design documents) may be submitted to the PADEP once final plans and specs are complete. Final plans and specifications, together with any outstanding information requested, will be submitted to USDA for their review and approval once final plans are complete and have been reviewed and approved by the Township. It is Urban's understanding that the Township is investigating the use of a chopper pump system in place of the Smith & Loveless pump station package and channel grinder, as well as a potential retrofit of the Cunningham Lift Station. As previously offered, Urban would welcome the opportunity to discuss the current design of the Soudan Lift Station as well as any retrofit of the Cunningham or other lift stations with the Commissioners and other Township staff at your convenience.
- **Township Maintenance Building Roof Repair/Replacement** – Urban is proceeding to prepare a standard engineering construction contract for the repair/replacement of the roof for the Township Maintenance Building on Bell Street. With Township authorization received at the July Township Commissioner's Meeting, Urban has enlisted the services of an Architect to provide scoping and specification assistance as applicable – Buehler & Associates, Inc. (Shelane Buehler). A target date for a draft contract bid package being available for Township review is still August, 2022, with potential receipt of bids and award of contract in September, 2022.

Solicitors Report:

- We have investigated questions regarding short-term rentals under Pennsylvania land use law.
- We have communicated with Erie County regarding the potential lease of a portion of the LPT Municipal Building to the area Magisterial District Court; unfortunately, the County is unwilling to commit the necessary funds to build that space out, and discussions have ended.
- We have completed the land swap with the school district.

~Commissioner T. Benovic made a motion to approve all reports as presented. Commissioner B. Rodemaker seconded the motion; the motion carried. ~

Visitors: Sharon Hiegil, Carol Gebhardt, Charlene Renshaw, Barbara Brairton, Bob & Debbie Hammers, Al Renshaw, Gordon Sedgwick, Denny McLaughlin, Debra and Neil Postas, Dale Durst, Dale Williams, Kate Griffin, Mike Westcott, Janet Laboda, Peter Mariella, Bob Hanna, Bryan Stempka, Tim Bethuy

Signed in to speak: Carol Gebhardt, Katherine Rusk, Bryan Stempka

~Carol Gebhardt asked with reference to the Solicitors findings regarding the Air B&B's what the next step would be. Solicitor Martinucci stated that a notice would be sent to the home owner alerting them that they are in violation of the code and then steps would follow if they were not to stop renting their homes as such. Martinucci also stated that residents must alert the police to any offense taking place at these homes as well as alerting the Township which homes are being rented as an Air B&B.~

~Bryan Stempka asked how this will affect R-1 rental properties. Martinucci stated that an R-1 is a single-family home and if it were rented to a single family usually is a leased property and not considered transient.~

Bills:

Commissioner S. Trojak made a motion to pay bills as presented, Commissioner B. Rodemaker seconded the motion; the motion carried.

Minutes:

Commissioner T. Benovic made a motion to approve BOC Minutes from July 13, 2022, Commissioner S. Rodemaker seconded the motion; the motion carried.

New Business:

~Commissioner T. Benovic motioned to Advertise for Garbage bids, Commissioner B. Rodemaker seconded the motion; the motion carried. ~

~Commissioner B. Rodemaker motioned to increase Building/Zoning Permit Fees beginning January 1, 2023, Commissioner J. Moffett seconded the motion; the motion carried. ~

Commissioner J. Golden reviewed code enforcement activities and state there has been 230 properties identified with code violations, 60% have been brought into compliance, 20% are in communication with the Township to have repairs done and there are about 10 properties that are in formal citation.

~Commissioner B. Rodemaker motioned to authorize for Advertisement Bell Street Garage Roof bids when ready, Commissioner T. Benovic seconded the motion; the motion carried. ~

~Commissioner B. Rodemaker motioned to Advertise Budget Meetings (for 2023 Budget) when ready, Commissioner J. Moffett seconded the motion; the motion carried. ~

~Commissioner Trojak spoke to the Board regarding the Fire Department Utilities, with all in agreement these will continue to be paid for by the Fire Department as was requested and voted upon by previous Boards as recorded in the minutes of December 8, 2015~

~Commissioner J. Moffett motioned to transfer utilities for the Fire Department out of the Township's name into the Lawrence Park Fire Department name, Commissioner B. Rodemaker seconded the motion; the motion carried~

~Urban Engineer Tom Podskalny made a request on behalf of Urban Engineers that the Board of Commissioners and staff have a meeting with Urban Engineers regarding responsibilities and duties, and that the meeting would best be held in Mid-September. Podskalny also said that he is officially retiring as of August 19th and that Andrew Holland will be replacing him as representative to the Township.~

~Commissioner T. Benovic motioned to adjourn the meeting at 6:41 p.m. Commissioner B. Rodemaker seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

**LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING**

September 14, 2022

6:00 P.M. Board Meeting

1. Jack Kraus Allegheny Financial
2. Dean Pepicello – East County EMS update
3. Reports for:
 - A. Treasurers Report
 - B. Engineer's Report
 - C. Solicitor's Report
 - D. Police Report, Zoning, Code Enforcement
 - E. Approval of Reports
4. Township Resident comments
 - A. Must sign up before session begins
5. Payment of Bills
6. Minutes:
 - A. Minutes from August 10, 2022
 - B. Minutes from September 9, 2022 - Garbage Bid Opening
7. Old Business:
8. New Business:
 - A. Iroquois Bonfire 9/20/2022
 - B. Sale of Trailer
 - C. Motion to award garbage contract
 - D. Motion to increase landlord fees immediately(tabled)
 - E. Resolution 2022-16 Landlord fees(tabled)

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING
September 14, 2022

4230 Iroquois Avenue

6:00 p.m.

In Attendance: Commissioner J. Golden, Commissioner B. Rodemaker, Commissioner S. Trojak, Commissioner Jason Moffett, Solicitor A. Martinucci, Engineer A. Holland, Secretary C. Cunningham

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

Allegheny Financial Report:

Commissioner Golden gave the floor to Mr. John Kraus from Allegheny Financial who presented the Board with the financial reports for Uniformed and Non-Uniformed pension plans. The economy is in bad shape; inflation is up 8% which does not help the market. The plans are down over 12%, with both plans suffering a downward trend which is projected to remain that way through the rest of 2022 and the first half of 2023. Kraus recommends to remain as is.

East County EMS

Dean Pepicello, President of East County, informed the Board they have a vacant position since the departure of Mrs. Cabaday. He explained how East County works for residents of Wesleyville, Lawrence Park, and Harborcreek. He explained that Lawrence Park Township pays \$42K toward East County and he greatly appreciates the Township's participation. East County does provide ALS as well as BLS services.

Reports:

Engineers Report:

Permitting:

- **DEP Component 3 (Sewage Facilities Planning Module has been approved (8/12/2022))**
- **DEP Water Quality Management (WQM) Permit:**

The WQM permitting package will be submitted to the PADEP with equipment from the Smith & Loveless pump station package and channel grinder (per Township email 9/6/2022 regarding equipment package).
- Per the 9/6/2022 email, Urban is finalizing technical information for the Water Quality Management (WQM) permit application and modules. This includes plans, details, specifications, and reports for the Smith & Loveless system. Urban will remove reference to bar screen and update with channel grinder system.
- After Plan updates, Urban will conduct an internal review of project documents prior to submittal to DEP.
- After DEP approval of package, Urban will finalize the bid package. A final draft copy will be delivered to the Township, and once approved, Urban will release the bid package for advertisement and bidding.
- The overall project cost estimate will be provided to the Township. The cost estimate is currently being reviewed internally.
- **USDA Loan** - Final plans and specifications, together with any outstanding information requested, will be submitted to USDA for their review and approval once final plans are complete and have been reviewed and approved by the Township.

Township Maintenance Building Roof Repair/Replacement:

Urban is preparing a standard engineering construction contract for the repair/replacement of the roof for the Township Maintenance Building on Bell Street.

Urban has prepared a boilerplate specification for a construction contract. Urban is working on an agreement with Buehler & Associates, Inc. (Shelane Buehler) to provide scoping and specification assistance for architectural components of the roof. A target date for a draft contract bid package being available for Township review is late-September 2022, with potential receipt of bids and award of contract in October.

Solicitors Report:

- We have advised the Township with regard to its statutory requirements (or lack thereof) to maintain a Planning Commission or a Zoning Hearing Board.
- We have advised the Township with regard to the request of a non-resident, non-taxpayer, to speak at Township meetings.
- We have advised the Township with regard to the proposed response to a Right to Know request.
- We have worked with the Township on issues surrounding zoning questions and enforcement on Airbnb properties.

~Commissioner B Rodemaker made a motion to approve all reports as presented. Commissioner J. Moffett seconded the motion; the motion carried. ~

Visitors: Joyce Spitznogle, Lori Duska, Jim VanDyne, Robert Elletson, Laura Rihel, Charles Curtis, Sharon Hiegel, Katherine Rusk, Paul Johnson, C. Renshaw, Al Renshaw, Dean Pepicello, Dale Durst, Rita Nicolussi, Wesleyville Inquisitor, Barb Brairton, Kate Griffin, Dale Williams

Signed in to speak: Robert Elletson, Laura Rihel, Sharon Hiegel, Al Renshaw, Dean Pepicello, Barb Brairton, Kate Griffin~

~Laura Rihel spoke to the board regarding her property at 517 Smithson Ave. Her property has been used as an Airbnb since 2020 and has never had any issues with any of their renters or disturbances because of this rental. Attorney Martinucci said that she could apply for a variance regarding her property as an Airbnb.

~Robert Elletson presented a letter from his neighbors concerning 517 Smithson Ave. stating that they have never had an issue with this being used as an Airbnb~

~Sharon Hiegel asked if there had been any response regarding the letters that had been sent to the Lake Cliff properties being used as Airbnb's. Attorney Martinucci stated that several of the property owners have responded with positive results. ~

~Al Renshaw spoke to the Board regarding the state of the footbridge. Renshaw asked for an estimate to repair the bridge to get it opened. He stated he had been made aware of grant money that could possibly help. He also stated that he had spoken to several people and got estimates for repair of the handrail. Renshaw also asked if NFG has been contacted. Attorney Martinucci stated that NFG originally said they would participate, and now say they will not. Commissioner Rodemaker commented that he and the Township Secretary met with NFG and they stated they were not willing to participate. Rodemaker went on to say there isn't one Commissioner on the Board that doesn't want to see the footbridge open, but the bridge itself is not structurally sound and we cannot in good conscience put up handrails when the concrete supporting it is not sound; it is an accident waiting to happen. The Board has been actively trying to seek out grants to replace the bridge, and to assume we are not doing anything is a completely false accusation. The Commissioner's concern is to secure the bridge before it comes down on somebody. ~

~A non-resident asked for permission to speak regarding the footbridge and his request was denied per Solicitor Martinucci.

~ Barb Brairton stated that she no longer needed to speak~

~ Kate Griffin asked if the rebar that was left behind from the rehabilitation of the boat launch could be removed. She also asked that when the guys are available to paint the lines at the boat launch, she has a map of where they can be located available for them.

Bills:

Commissioner B. Rodemaker made a motion to pay bills as presented, Commissioner J. Moffett seconded the motion; the motion carried.

Minutes:

- Commissioner J. Moffett made a motion to approve BOC Minutes from August 10, 2022, Commissioner S. Trojak seconded the motion; the motion carried.
- Commissioner B. Rodemaker made a motion to approve the Garbage Bid opening minutes from September 9, 2022, Commissioner J. Moffett seconded the motion; the motion carried.

New Business:

~Commissioner B. Rodemaker motioned to approve the Iroquois Bonfire to be held on October 20, 2022, Commissioner S. Trojak seconded the motion; the motion carried. ~

~Commissioner B. Rodemaker motioned to approve and award the 2023-2025 Garbage contract to Pro-Waste, Commissioner J. Moffett seconded the motion; the motion carried. ~

~Commissioner B. Rodemaker motioned to accept the bid from The Fence Company of Erie, Commissioner J. Moffett seconded the motion; the motion carried. ~

~Commissioner J. Moffett motioned to adjourn the meeting at 7:07 p.m. Commissioner B. Rodemaker seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING
October 12, 2022

6:00 p.m.

4230 Iroquois Avenue

In Attendance: Commissioner J. Golden, Commissioner T. Benovic, Commissioner B. Rodemaker, Commissioner S. Trojak, Commissioner Jason Moffett, Solicitor A. Martinucci, Engineer A. Holland, Secretary C. Cunningham

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

Reports:

Engineers Report:

- **DEP Component 3 (Sewage Facilities Planning Module has been approved (8/12/2022))**
- **DEP Water Quality Management (WQM) Permit:**
Urban is finalizing technical information for the Water Quality Management (WQM) permit application and modules. A final draft copy will be delivered to the Township, and once approved, Urban will release the bid package for advertisement and bidding. The overall project cost estimate will be provided to the Township.
- **USDA Loan** -Final plans and specifications, and information requested, will be submitted to USDA once final plans are complete and have been reviewed and approved by the Township. Submittal/review will be concurrent with DEP WQM Review.
- **Township Maintenance Building Roof Repair/Replacement:** COSTARS – McCreary Roofing
- **Erie County Planning:** Bill Petit had a discussion with Jessica Horan-Kunco about using Erie County Planning's consultant for updating the Township Comprehensive Plan. Jessica will provide additional details/feedback after further review.
- **Boat Launch:** Konzel will remove the wire and rebar this week.

Solicitors Report:

- We have begun work on an Ordinance to dissolve the Lawrence Park Township Planning Commission and to establish the Lawrence Park Township Planning Committee, which will be a Committee of the Board of Commissioners.

~Commissioner J. Moffett made a motion to approve all reports as presented. Commissioner B. Rodemaker seconded the motion; the motion carried~

Visitors: Dale Williams, Ed Eller, Charles Curtis

Signed in to speak: Dale Williams, Ed Eller

~Dale Williams presented the Board with pictures of the painted lines at the boat launch. He was appreciative of the cooperation with Gary and Tim Cunningham who worked with him to get this project completed~

~Ed Eller asked when the leaf pick up would begin this year, he felt that the pick up was too early last year, Commissioner J. Golden said that it would begin in November this year, Eller expressed that having it later this year would be very helpful~

~Commissioner J. Moffett stated that he is the new Commissioner to streets and has met with the Maintenance crew and they have done a lot of maintenance and rebuilt the leaf pick-up machine. Moffett said the guys are on top of things and are preparing for the coming seasonal changes~

Bills:

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

Minutes:

- Commissioner J. Moffett made a motion to approve BOC Minutes from September 14, 2022, September 29, 2022 (budget), October 6, 2022 (budget) Commissioner B. Rodemaker seconded the motion; the motion carried.

Resolution:

- Commissioner J. Golden read aloud Resolution 2022-17 Transfer of Funds and moved to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T. Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye"; Commissioner J. Moffett; "aye" with all in favor, Resolution 2022-17 was duly approved.

New Business:

~Commissioner T. Benovic wanted to thank Dale Williams, and the Township Maintenance crew for the lining of the Boat Ramp parking lot. The September 11 service project saw the school kids painting the picnic tables and the bike rack at the Boat ramp area as well as cleaning garden areas around the Township~

~Commissioner T. Benovic stated that several candidates took the Civil Service test for police officers. She would like the board to consider hiring Jerome Mountain to offer him a conditional offer of employment pending the applicant meeting MPOETC standards~

~Commissioner T. Benovic made a motion to approve a conditional hire of employment to Jerome Mountain as police officer at a rate of \$23.50 per hour. Commissioner J. Golden seconded the motion; the motion carried~

~Commissioner J. Moffett made a motion to promote Officer Patrick Carne to Class "D". Commissioner B. Rodemaker seconded the motion; the motion carried~

~Commissioner B. Rodemaker made a motion to create an Official Township Facebook Page (Informational) with Commissioner S. Trojak heading up the project as well as being the point person taking care of the page. Commissioner J. Moffett seconded the motion; the motion carried~

~Commissioner B. Rodemaker made a motion to hire additional part-time plow drivers. Commissioner S. Trojak seconded the motion; the motion carried~

The Board excused for an Executive Session at 6:23**The meeting reconvened at 6:36**

~Commissioner S. Trojak motioned to adjourn the meeting at 6:36 p.m. Commissioner J. Moffett seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

**LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING**

November 9, 2022

6:00 P.M. Board Meeting

1. Kerrie Grande-United Way
2. Executive Session
3. Reports for:
 - A. Engineer's Report
 - B. Solicitor's Report
 - C. Police Report, Zoning, Code Enforcement
 - D. Approval of Reports
4. Township Resident comments
 - A. Must sign up before session begins
5. Payment of Bills
6. Minutes & Resolutions:
 - A. Minutes from October 12, 2022, October 13 & 20 Budget
 - B. Resolution 2022-12 Non-Uniformed MMO
 - C. Resolution 2022-13 Uniformed MMO
 - D. Resolution 2022-14 Non-Uniformed Contribution
 - E. Resolution 2022-15 Uniformed Contribution
7. Old Business:
8. New Business:
 - A. Motion to transfer money from the Sewer fund to the special Sewers savings account
 - B. Garden Club
 - C. Letter of interest for Recreation Board - Jennifer Cadden, Jason Hordych
 - D. Hire Kevin Grant as Crossing Guard
 - E. Hire Part-Time Plow Driver-Conrad Sobczak
 - F. Motion to advertise Ordinance 2022-1 2023 Tax Ordinance
 - G. Motion to advertise Ordinance 2022-2 2023 Sewer Rates
 - H. Motion to advertise Ordinance 2022-3 2023 Preliminary Budget
 - I. Approve hiring The Lexis Group for excavation Svcs. for Sudan's Lift Station Renovation

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING
November 9, 2022

4230 Iroquois Avenue

6:00 p.m.

In Attendance: Commissioner J. Golden, Commissioner T. Benovic, Commissioner B. Rodemaker, Commissioner S. Trojak, Commissioner J. Moffett, Solicitor A. Martinucci, Engineer A. Holland, Secretary C. Cunningham

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

~Kerrie Grande from United Way talked about the safer walking routes to school. The signs have been finished and the United Way is purchasing the sign posts and bolts as well as providing the signs. Ms. Grande asked permission to place these signs within the Township. Ms. Grande also asked if it was possible to partner with the Township Maintenance Department to erect the signs. They are not needed to be put up until the Spring season. Commissioner Moffett asked if the grant would pay the Maintenance men wages and Ms. Grande said that it could be a possibility depending on the amount remaining in the grant as well as other sources of funds.

~Treasurers Report – Joyce Spitznogle explained that our sewer fund is in our regular bank account and the special sewers in a money market account (PLIGIT). Since the Feds raised rates, the interest has been quite large. Mrs. Spitznogle requested that the Board approve moving ½ of that money over to the PLIGIT account to get a larger interest rate. ~Commissioner T. Benovic made a motion to move ½ the money to the PLIGIT fund. Commissioner S. Trojak seconded the motion; the motion carried~

The Board excused for an Executive Session at 6:25

The meeting reconvened at 7:06

Visitors: Dale Durst, Charles Curtis, Kerrie Grande, Rita Nicolussi

Signed in to speak: Dale Durst, Charles Curtis

~Dale Durst, asked if the no mining sign can be fixed down at the boat launch, Commissioner Benovic said that software has been downloaded and it is on the list "to be done". Durst also stated the Lawrence Park Golf Course grounds keepers are blowing the leaves up and over the fence at the Wabtec picnic grove and wondered if the Township knew this was being done because those leaves end up into the lake.

REPORTS:

Engineers Report:

DEP Water Quality Management (WQM) Permit and USDA Loan Submittals:

Urban is finalizing technical information for the Water Quality Management (WQM) permit application and modules.

- Existing Force main depth. Records show invert out of existing dry well and invert into existing vault.
 - Does the Township have any other information on the main between the points?
- Lexis Group vacuum excavation quote (estimate \$2,500)
 - This would locate elevation of existing force main elevation for connection to new system.
 - By knowing the elevation, we can determine if the proposed force main requires deep burial, or if shallow burial is possible.
- Regarding the proposed force main design considerations:
 - If deep burial is required (e.g., 6-ft. to 20ft.):
 - Option #1 – Install new manholes to provide access to proposed force main gate valves for operation & maintenance.

- Estimated cost for two 5-ft. diameter (20-ft. deep) manholes is \$24,000.
- Provides access point for operation and maintenance or replacement.
- Option #2 – Install new valve stems to operate proposed force main gate valves. Estimated cost for three separate valve stems (each would be up to 20-ft. deep) is \$10,000.
 - Lower costs to install valve stem (instead of MHs).
 - No access for operation and maintenance or replacement.
- If shallow burial is possible (e.g., <6-ft), valve stems would be recommended.

USDA Loan – Final plans and specifications, and information requested, will be submitted to USDA once final plans are complete and have been reviewed and approved by the Township. Submittal/review will be concurrent with DEP WQM Review.

DCED Grant for Cunningham Lift Station – Grinder:

- Due December 21, 2022.
- \$30K (Min) to \$500K (Max) with 15% Matching Funds (match can be from other grant/sources).
- Unique Entity Identification (UEI from sam.gov (Fed. System for Award management)).
- Submitted online through DCED Single Application for Assistance (\$100 fee for application processing).
- Planning Approval Required (Erie County Planning Compliance letter).

Solicitors Report:

- We have begun work on an Ordinance to dissolve the Lawrence Park Township Planning Commission and to establish the Lawrence Park Township Planning Committee, which will be a committee of 2 or more of the Board of Commissioners and some other committee members or to be only the entire Board of Commissioners. The Board will need to let the Solicitor know what they would like~

~ Commissioner S. Trojak made a motion to approve to advertise for an Ordinance to abolish the Lawrence Park Township Planning Commission when completed, Commissioner B. Rodemaker seconded the motion; the motion carried. ~

~Commissioner T. Benovic made a motion to approve all reports as presented. Commissioner S. Trojak seconded the motion; the motion carried~

Bills:

Commissioner B. Rodemaker made a motion to pay bills as presented, Commissioner J. Moffett seconded the motion; the motion carried.

Minutes:

- Commissioner J. Moffett made a motion to approve BOC Minutes from October 12, 2022, October 13, 2022 (budget), October 20, 2022 (budget) Commissioner B. Rodemaker seconded the motion; the motion carried.

Resolution:

- Commissioner J. Golden read aloud Resolution 2022-12 Non-Uniformed MMO to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T. Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye"; Commissioner J. Moffett; "aye" with all in favor, Resolution 2022-12 was duly approved.
- Commissioner J. Golden read aloud Resolution 2022-13 Uniformed MMO to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T.

Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye"; Commissioner J. Moffett; "aye" with all in favor, Resolution 2022-13 was duly approved.

- Commissioner J. Golden read aloud Resolution 2022-14 Non-Uniformed Contribution to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T. Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye"; Commissioner J. Moffett; "aye" with all in favor, Resolution 2022-14 was duly approved.
- Commissioner J. Golden read aloud Resolution 2022-15 -Uniformed Contribution to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T. Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye"; Commissioner J. Moffett; "aye" with all in favor, Resolution 2022-15 was duly approved.

New Business:

~Commissioner T. Benovic stated that the Lawrence Park Garden Club would like to plant flowers around the gazebo this coming Spring and asked if the Township could remove the existing shrubs.

~Commissioner T. Benovic also stated that 2 people have sent in letters of interest to be on the Recreation Committee, they are Jenn Cadden and Jason Hordych.

~ Commissioner B. Rodemaker made a motion to approve hiring Kevin Grant as substitute Crossing Guard, Commissioner J. Moffett seconded the motion; the motion carried.

~ Commissioner T. Benovic made a motion to approve hiring Conrad Sobczak as part time plow driver at \$18 per hour Commissioner J. Moffett seconded the motion; the motion carried.

~ Commissioner J. Moffett made a motion to approve hiring the Lexis Group per Urban Engineers recommendation for excavation services for the Soudan's lift station, Commissioner B. Rodemaker seconded the motion; the motion carried.

~Commissioner B. Rodemaker made a motion to approve the advertisement for further budget and special meetings, Commissioner J. Moffett seconded the motion; the motion carried.

~ Commissioner J. Moffett made a motion to approve the advertisement Ordinance 2022-1 the 2023 Tax Ordinance, Ordinance 2022-2 the 2023 Sewer Rates, Ordinance 2022-3 the 2023 Preliminary Budget when all of these are ready, Commissioner B. Rodemaker seconded the motion; the motion carried.

~Commissioner J. Moffett motioned to adjourn the meeting at 7:36 p.m. Commissioner B. Rodemaker seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

**LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING**

December 14, 2022

6:00 P.M. Board Meeting

1. Reports for:
 - A. Engineer's Report
 - B. Solicitor's Report
 - C. Police, Zoning, Code Enforcement, Treasurer
 - D. Approval of Reports
2. Township Resident comments
 - A. Must sign up before session begins
3. Payment of Bills
4. Minutes & Resolutions:
 - A. Minutes from November 9, 2022, November 22 (budget)
 - B. Resolution 2022-18 EACOG 2023 Budget
 - C. Resolution 2022-19 EACOG 2020-2021 Audit
 - D. Resolution 2022-20 Enact 2023 Tax Millage
 - E. Resolution 2022-21 Enact 2023 Sewer Rates
5. Old Business:
6. New Business:
 - A. Hire Shawn Giles as part time plow driver
 - B. Hire Hunter Knapp as Substitute Crossing Guard
 - C. Erie County Cable Franchise
 - D. Street Sweeper repair
7. Executive Session

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS MEETING
December 14, 2022

4230 Iroquois Avenue

6:00 p.m.

In Attendance: Commissioner J. Golden, Commissioner T. Benovic, Commissioner B. Rodemaker, Commissioner S. Trojak, Commissioner J. Moffett, Solicitor A. Martinucci, Engineer A. Holland, Secretary C. Cunningham

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

Visitors: Chuck Clorley, Charles Curtis, Karen Barringer, Dale Durst, Bryan Stempka

Signed in to speak: Chuck Clorley, Dale Durst, Bryan Stempka

~Chuck Clorley spoke to the Board concerning the footbridge and his thoughts were is it possible for his employer to help to repair the bridge.

~Bryan Stempka stated that his company would be willing to help with the restoration/repair/replacement of the footbridge whatever is needed and they would be available to assist in the process. Commissioner J. Golden informed the residents that the bridge is in fact not repairable and will need replaced and the Township is actively looking into grants for replacement. The existing bridge is in fact encroaching onto private property and the property owners expressed their concerns in that they would like the bridge to be moved to another location.

~Dale Durst requested that the no mining signage please be replaced at the boat launch as people are continuing to take stone from the beach adding to the erosion problem. Commissioner T. Benovic said that she would take care of such signage.

REPORTS:

Engineers Report:

Soudan Lift Station -the Lexis group did the test hole for the 15' DIP force main (4.6'deep) Urban will be updating and finalizing the design based on the above information.

DCED Grant for Cunningham Lift Station – Grinder:

- \$30K (Min) to \$500K (Max) with 15% Matching Funds (match can be from other grant/sources).
- Submittal 12/21/2022 due, need to coordinate with Township for \$100 Application Fee.
- DEP WQM Permit to be coordinated upon project design start up.

Solicitors Report:

- We have finalized work on an Ordinance to dissolve the Lawrence Park Township Planning Commission and to establish the Lawrence Park Township Planning Committee, which will be a Committee of the Board of Commissioners.
- We have reviewed the previous ordinances slated for review by the (soon to be dissolved) planning commission (curfew, elimination of the shade tree commission, and fireworks) to make sure they were ready for consideration and adoption in early 2023.
- We are working on a comprehensive ordinance to address Township fees for various administrative processes.
- We have addressed questions regarding the need for a Zoning Hearing Board and limitations on what functions the Zoning Enforcement Officer can perform in the absence of one.

~Commissioner T. Benovic made a motion to approve all reports as presented. Commissioner S. Trojak seconded the motion; the motion carried~

Bills:

Commissioner J. Moffett made a motion to pay bills as presented, Commissioner B. Rodemaker seconded the motion; the motion carried.

Minutes:

- Commissioner T. Benovic made a motion to approve BOC Minutes from November 9, 2022, and November 22, 2022 (budget), Commissioner J. Moffett seconded the motion; the motion carried.

Resolution:

- Commissioner J. Golden read aloud Resolution 2022-18 the EACOG 2023 Budget and to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T. Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye"; Commissioner J. Moffett; "aye" with all in favor, Resolution 2022-18 was duly approved.
- Commissioner J. Golden read aloud Resolution 2022-19 the 2021 EACOG Audit and to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T. Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye"; Commissioner J. Moffett; "aye" with all in favor, Resolution 2022-19 was duly approved.
- Commissioner J. Golden read aloud Resolution 2022-20 the 2023 Tax Millage and to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T. Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye"; Commissioner J. Moffett; "aye" with all in favor, Resolution 2022-20 was duly approved.
- Commissioner J. Golden read aloud Resolution 2022-21 the 2023 Sewer Rates and to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T. Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye"; Commissioner J. Moffett; "aye" with all in favor, Resolution 2022-21 was duly approved.
- Commissioner J. Golden read aloud Resolution 2022-22 the PA Small Water and Sewer Program grant and to approve with the following roll call VOTE taken by Secretary C. Cunningham; Commissioner B. Rodemaker; "aye"; Commissioner T. Benovic; "aye"; Commissioner J. Golden; "aye"; Commissioner S. Trojak; "aye"; Commissioner J. Moffett; "aye" with all in favor, Resolution 2022-22 was duly approved

New Business:

- ~ Commissioner B. Rodemaker made a motion to approve hiring Shawn Giles as part time plow driver, Commissioner J. Moffett seconded the motion; the motion carried.
- ~ Commissioner B. Rodemaker made a motion to approve hiring Hunter Knapp as substitute Crossing Guard, Commissioner T. Benovic seconded the motion; the motion carried.
- ~ Solicitor Martinucci discussed with the Board concerning the Cable Franchise and accepting the proposal from Cohen Law group to perform such services in combination with the COG to achieve reduced rates~
- ~ Commissioner T. Benovic made a motion to approve Ordinance 2022-04 abolishing the Planning Commission and establishing the Planning Committee, Commissioner S. Trojak seconded the motion; the motion carried

Executive Session:

- ~ The Board excused for an executive session at 6:31 p.m.~
- ~ The Board reconvened at 7:15 p.m.~
- ~ Commissioner T. Benovic motioned to adjourn the meeting at 7:15 p.m. Commissioner S. Trojak seconded; the motion carried. ~

Respectfully Submitted:

Cindy Jo Cunningham
Board of Commissioner's Secretary

LAWRENCE PARK TOWNSHIP
BOARD OF COMMISSIONERS SPECIAL MEETING
December 27, 2022
2:30 PM

Present: Commissioner J. Golden, Commissioner T. Benovic, Commissioner S. Trojak

President J. Golden called the Special Meeting to order at 2:30 p.m. and waived the Pledge of Allegiance to the Flag.

Commissioner J. Golden read aloud Resolution 2022-23 the 2023 Budget, and to approve with the following roll call VOTE, Commissioner T. Benovic; "aye" Commissioner S. Trojak; "aye"; Commissioner J. Golden; "aye"; with all in favor, Resolution 2022-23 was duly approved.

Commissioner J. Golden read aloud Resolution 2022-24 The Planning Committee, and to approve with the following roll call VOTE, Commissioner T. Benovic; "aye" Commissioner S. Trojak; "aye"; Commissioner J. Golden; "aye"; with all in favor, Resolution 2022-24 was duly approved.

Commissioner T. Benovic made a motion to approve the tentative lease agreement with the county of Erie for the leasing of Township building offices with the understanding that there may be some minor changes. Commissioner S. Trojak seconded the motion; the motion carried.

Commission T. Benovic motioned to adjourn the meeting at 2:34 p.m., seconded by Commissioner S. Trojak and the motion carried.

Respectfully Submitted,

Cindy Jo Cunningham
Township Secretary