**Board of Commissioners Meeting Minutes**
**Lawrence Park Township**
**November 12, 2025**

**6:00 PM Stated Meeting**

1. **Call to Order:** 6:00 PM by Commission President Barry Rodemaker
2. **Pledge of Allegiance**
3. **Roll Call:**
    a. Lawrence Park Township Officials
        i. Barry Rodemaker, Commission President
        ii. Tom Buchleitner, Commission Vice President
        iii. Tammy Benovic, Commissioner
        iv. Dale Williams, Commissioner
        v. Joe Golden, Commissioner
        vi. John Morell, Lawrence Park Township Police Department Chief
        vii. Spencer Cadden, Township Manager
        viii. Lydia Caparosa, Township Solicitor
    b. Absent Township Officials: Zoning/Code Enforcement Officer, Engineer, Treasurer
    c. Residents & Visitors
        i. Visitors signed in to speak:
            1. Charles Lewis, Al Renshaw
        ii. Visitors present but not signed in to speak:
            1. Karen Barringer, Chris Buchleitner, Charles Curtis, Robert Gindlesperger, Joe Michalegko, Kate Griffin
4. **Reports**
    a. **Police:** A written report was furnished prior to the meeting. Chief Morell reported that the Police Department's new trainees have been progressing successfully in their training and are nearly finished. He expressed that he is looking forward to their continued progress and assistance to the Department.
    b. **Treasurer:** A written report was furnished prior to the meeting. The Treasurer was not present, and no discussion took place.
    **c. Code/Zoning:** A written report was furnished prior to the meeting. The Code/Zoning Enforcement Officer was not present and no discussion took place.
    **d. Solicitor:** No report was furnished.
    **e. Engineer:** No report was furnished.
    **f. Manager:**
        **i.** Township Manager Spencer Cadden provided a written report. Manager Cadden reported on the ongoing and developing relationship with Waste Management. He advised that there is a "FAQ" page available on the Township website and that office staff will assist residents with any additional questions. He confirmed that the STMP

grant application was submitted for the next round, and that a decision on the LSA grant submitted las year for a new leaf vacuum is expected sometime in November.

Manager Cadden affirmed the need for a new leaf vacuum, noting that the clutch and the 1996 machine itself are in frequent need of repair. This year was no different, and repairs required intervention from a diesel mechanic. He stated that Township staff has been working hard to pick up clear bagged leaves, but staff is limited by older equipment and that there is a plan to replace dysfunctional equipment moving forward.

5. **Approval of Reports**
    a. **Motion** to approve all reports as submitted
        i. **Motion by:** Commissioner Williams
        ii. **Seconded by:** Commissioner Buchleitner
        iii. **Motion:** carried unanimously

6. **Approval of Bills and Minutes**
    a. **Motion** to ratify October 2025 bill payment
        i. **Motion by:** Commissioner Golden
        ii. **Seconded by:** Commissioner Benovic
        iii. **Motion:** carried unanimously
    b. **Motion** to approve minutes for the stated board meeting from October 8, 2025 and minutes from the special meeting and zoning hearing held October 22, 2025
        i. **Motion by:** Commissioner Williams
        ii. **Seconded by:** Commissioner Buchleitner
        iii. **Motion:** carried unanimously

7. **Township Resident Comments**
    a. Resident Charles Lewis stated that he heard from former employee Cindy Cunningham about a State Police investigation that he stated took place in the Township office. He asked about potential Township exposure if wrongdoing were found and inquired about the current status of the investigation.

    Solicitor Caparosa stated that it was not the Township's position to comment on ongoing investigations.

    Mr. Lewis asked a follow-up question, stating that he heard there was a search warrant and inquiring whether that was true.

Solicitor Caparosa stated that she had not personally seen one, but that search warrants are a matter of public record.

Manager Cadden stated that he also was not in possession of the warrant or any receipt relating to the warrant.

Commissioner Buchleitner confirmed that there was a search warrant and that property was seized by the police during their investigation.

b. Resident Al Renshaw raised several concerns regarding the general condition of the Township. He inquired about the status of the fire department, stating that he was dissatisfied with the response time or what he perceives to be a lack of responsiveness from the Lawrence Park Volunteer Fire Department generally. He also expressed concerns regarding the administration of the Parks Department and the recreation board, a lack of public restrooms at the boat launch area, and the leaf vacuum and leaf pickup. He suggested that the Township should hire a landscaper to address the leaf issue or ensure the machine was fixed before leaf season. He expressed gratitude to Commissioner Williams directly for his efforts and expressed general dissatisfaction with the administration of the Township and frustration with regular tax increases.

   Manager Cadden responded, introducing himself as a nearby neighbor of Mr. Renshaw. He explained the reason for the current leaf pickup policy and affirmed that he would personally ensure Mr. Renshaw's bagged leaves were collected if the Township had not yet reached his property. Manager Cadden also stated that he agreed that the leaf machine itself needed to be addressed, but noted that purchasing a new one, hiring a contractor, or repairing the current machine all required funding. He stated that the Township has taken steps to apply for grant funding through the state to address these concerns and can build funding into its annual budget to assist with this issue moving forward.

   Manager Cadden agreed that bathrooms at the boat launch were an excellent idea and stated that he would inquire with coastal zoning and research other potential grant funding programs to address that issue. He clarified that many of the tax increases over the past two decades were attributable to the Iroquois School District and that, in fact, the Township operates on a very tight budget but does everything it can to administer programs faithfully. Finally, he expressed his gratitude to Mr. Renshaw for voicing these concerns and encouraged him to continue to bring them up so that the Township might continue to improve its administration.

8. **Old Business**

   a. Manager Cadden provided information concerning the Waste Management contract set to take effect January 1, 2026. He stated that approximately 450 households had already signed up to either rent a cart, obtain the 10% senior citizen discount, or both. He clarified that the online forms were directed to Township staff, who were then forwarding that information on to Waste Management. He reminded residents of the services that Waste Management will provide and encouraged residents to voice their questions, which he would add to the Township's FAQ page.

**9. New Business**

a. A **Motion** to approve Amendment Number Four to the Owner-Engineer agreement originally dated March 11, 2020, for the Soudan Lift Station Project, authorizing up to an additional $45,000 for USDA-required inspections, engineering services, and meeting coordination.
    1. **Motion by:** Commissioner Buchleitner
    2. **Seconded by:** Commissioner Williams
    3. **Motion:** carried unanimously

b. A **Motion** to approve the minor subdivision request for Parcel No. 29-13-24-2, located at East Lake Road and Cunningham Drive, adjacent to Park Tavern, with the newly created lot to remain zoned Residential R-1 with the Planning Commission having recommended approval on October 7, 2025.
    1. **Motion by:** Commissioner Golden
    2. **Seconded by:** Commissioner Buchleitner
    3. **Motion:** carried unanimously

c. A **Motion** to advertise the 2026 Proposed Budget for public inspection at the Township office and on the Township website, and to publish the required notice in a newspaper of general circulation, with the intent being to consider adoption of the 2026 budget at the stated meeting on December 10, 2025, following the required minimum 20-day public inspection period.
    1. **Motion by:** Commissioner Buchleitner
    2. **Seconded by:** Commissioner Williams
    3. **Motion:** carried unanimously

d. A **Motion** to approve Konzel Construction Pay Application No. 6 for the Soudan Lift Station Project, subject to engineer confirmation and USDA approval requirements.
    1. **Motion by:** Commissioner Buchleitner
    2. **Seconded by:** Commissioner Williams
    3. **Motion:** carried unanimously

e. A **Motion** to approve the legal services agreement with MacDonald, Illig, Jones & Britton for USDA-related matters for the Soudan Lift Station project.
    i. Solicitor Caparosa confirmed that she did not anticipate any expenses related to the project, but that the USDA requires the agreement in order to proceed with the project.
        1. **Motion by:** Commissioner Buchleitner
        2. **Seconded by:** Commissioner Benovic
        3. **Motion:** carried unanimously

f. A **Motion to adopt Resolution 2025-17**, was made authorizing the execution of an Intergovernmental Cooperation Agreement with the Iroquois School District and the Police

Department of Wesleyville Borough for participation in the "BusPatrol" school-bus stop-arm camera enforcement program.

i. Manager Cadden and Solicitor Caparosa confirmed that this is the same system in place in the Millcreek School District. The program works by employing a system of cameras attached to school buses that automatically record vehicles that violate the school bus stop sign. The company provides an evidence packet to the appropriate police department for enforcement. Participation in this program requires an Intergovernmental Cooperation Agreement between all municipalities in the school district and that there is no cost to the Township for participation in this program.
    1. **Motion by:** Commissioner Golden
    2. **Seconded by: Commissioner Benovic**
    3. **Roll Call Vote:**
        a. **Commissioner Benovic – Aye**
        b. **Commissioner Williams – Aye**
        c. **Commissioner Rodemaker – Aye**
        d. **Commissioner Golden – Aye**
        e. **Commissioner Buchleitner - Aye**
    4. **Motion to adopt Resolution 2025-17:** carried unanimously

10. **Executive Session:** The Board of Commissioners held a brief executive session to discuss a personnel matter and to receive legal consultation from the Township Solicitor. No official actions were taken during the session.

**11. Meeting Adjournment:**

**a. Motion** to adjourn the meeting
    **i. Motion by:** Commissioner Golden
    ii. **Seconded by:** Commissioner Buchleitner
    iii. **Motion:** carried unanimously

**b. Meeting adjourned at 6:39 PM.**

**Respectfully Submitted,**

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**Spencer Cadden, Township Manager, Secretary**

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**Date**

LAWRENCE PARK
TOWNSHIP