



LAWRENCE PARK TOWNSHIP

Board of Commissioners Meeting Minutes Lawrence Park Township February 11, 2026

6:00 PM

1. **Call to Order:** 6:00 PM by Board President Charles Lewis

2. **Pledge of Allegiance**

3. **Roll Call:**

a. Lawrence Park Township Officials Roll Call

- i. Charles Lewis, Commissioner
- ii. Joe Golden, Commissioner
- iii. Dale Williams, Commissioner
- iv. Doug Keffer, Commissioner
- v. Spencer Cadden, Township Manager
- vi. Lydia Caparosa, Township Solicitor
- vii. John Morell, Chief of Police
- viii. Kayla Chadsey, Township Treasurer

b. Absent Township Officials: Commissioner Tom Buchleitner, Zoning/Code Enforcement Officer, Engineer

c. **Residents & Visitors**

- i. Visitors signed in to speak:
 1. Jim Van Dyne
- ii. Visitors present but did not sign up to speak:
 1. Cheryl Smith, Jessica List, Joe Michalegko.
- iii. Several visitors were present who declined to sign in.

2. **Reports**

a. **Police:** A written report was furnished prior to the meeting. Chief Morell confirmed that the new vehicles obtained via grant were being dropped off and would be fully operational within weeks.

b. **Treasurer:** A written report was furnished prior to the meeting.

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:**

Manager Cadden reported that the Township website had been updated to improve usability and that no information had been removed. He also reported that the LSA grant contract had been received and executed and that the Township would begin obtaining quotes for a new machine with the goal of acquisition in Fall 2026.



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Manager Cadden further noted that discussions were ongoing regarding the disposition of assets following the dissolution of the East Erie Suburban Conservation and Recreation Authority, including matters related to the YMCA outdoor pool.

- g. **Motion** to approve the reports as submitted.
 - i. **Motion** by: Commissioner Williams
 - ii. **Seconded by:** Commissioner Golden
 - iii. **Motion:** passed unanimously
3. **Motion** to approve Konzel pay application #9 pursuant to USDA loan regulations regarding the Soudan Lift Station.
 - a. **Motion** by: Commissioner Golden
 - b. **Seconded by:** Commissioner Williams
 - c. **Motion:** passed unanimously
4. **Motion** to ratify bill payment for the month of January 2026
 - a. **Motion** by: Commissioner Golden
 - b. **Seconded by:** Commissioner Keffer
 - c. **Motion:** passed unanimously
5. **Motion** to approve meeting minutes for stated and reorganization meeting from January 5, 2026 and special meeting from January 23, 2026.
 - a. **Motion** by: Commissioner Williams
 - b. **Seconded by:** Commissioner Keffer
 - c. **Motion:** passed unanimously
6. **Centennial Proclamation:** Township Manager Cadden read aloud a proclamation recognizing 2026 as the Centennial of Lawrence Park Township.
7. **Public Opening of Sealed Bids:** Sealed bids were opened for the Township Fireworks Contract. One bid was received from Zambelli Enterprises. Manager Cadden stated the bid would be evaluated and brought for consideration in March.
8. **Township resident comments:**
 - a. **Jim Van Dyne** appeared as both a Township resident and member of the Historical Society to discuss the Centennial and his personal experiences in the Township.
9. **Old Business**
 - a. **Discussion** was held regarding the Main Street Turnback Project and the Board reaffirmed the motion adopted January 23, 2026 declining further participation in the project. No additional meeting with PennDOT was deemed necessary.
 - b. **Discussion** was held regarding the transition to Waste Management, Manager Cadden confirmed that in its first month of service Waste Management recycled approximately 76 tons of material.



10. New Business

- a. A brief discussion was held regarding the execution of an employment agreement with Township Manager Cadden for two years with the term to end December 31, 2027 as is required by the First-Class Township Code. Followed by a Motion to Execute the agreement.
 - i. **Motion** by: Commissioner Golden
 - ii. **Seconded by:** Commissioner Williams
 - iii. **Motion:** passed unanimously
- b. A **Motion** was made to hire Sarah Trojak to the position of part-time administrative generalist for the Township.
 - i. **Motion** by: Commissioner Williams
 - ii. **Seconded by:** Commissioner Keffer
 - iii. **Motion:** passed unanimously.
- c. A brief discussion was held regarding eCode360 software followed by a **motion** to approve the purchase of the software.
 - i. **Motion** by: Commissioner Golden
 - ii. **Seconded by:** Commissioner Williams
 - iii. **Motion:** passed unanimously.
- d. A discussion was held regarding participation in a PENELEC program to audit and convert approximately 500 Township streetlights to LED service. Followed by a **motion** to execute the agreement with PENELEC to pursue participation.
 - i. **Motion** by: Commissioner Williams
 - ii. **Seconded by:** Commissioner Keffer
 - iii. **Motion:** passed unanimously.
- e. A **discussion** was held regarding the appointment of a Township representative to East County Emergency Medical Services during which Manager Cadden confirmed that it was up to the Township who they choose to send to the meetings and that he was unaware that it was the duty of the Board to appoint a delegate and alternate to this group. Manager Cadden confirmed his opinion that the representatives should either come from the LPFD, the Board of Commissioners, or Township staff and that Mrs. Brittany Bliss of the LPFD, the Township's current representative, was willing to continue to serve if the Board so chose. Commissioner Golden suggested Manager Cadden attend the meetings and additional discussion was held.
 - i. Commissioner Lewis made a **motion** to appoint Manager Cadden as temporary representative pending further Board action.
 - ii. **Seconded by:** Commissioner Golden
 - iii. **Motion:** passed unanimously.

11. Meeting adjournment

- a. A **Motion** to adjourn the meeting.
 - i. **Motion** by: Commissioner Lewis



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- ii. **Seconded by:** Commissioner Golden
 - iii. **Motion:** passed unanimously
- b. Meeting adjourned at 6:32 PM.**

12. **Executive Session:** The Board announced prior to adjournment that it would enter executive session following adjournment to discuss personnel matters and receive legal advice. No official action was taken or expected to result from the session.

Respectfully Submitted,

Spencer Cadden, Township Manager, Secretary

Date



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