



LAWRENCE PARK TOWNSHIP

Board of Commissioners Meeting Minutes Lawrence Park Township April 8, 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. Doug Keffer, Commissioner
 - iii. Dale Williams, Commissioner
 - iv. Joseph Golden, Commissioner
 - v. Spencer Cadden, Township Manager
 - vi. Lydia Caparosa, Township Solicitor
 - vii. John Morell, Chief of Police
 - b. Absent Township Officials: Commissioner Tom Buchleitner, Zoning and Code Enforcement Officer Charles Clorley, Township Treasurer Kayla Chadsey, Junior Commissioner Zamaria Klett, Township Engineer
 - c. **Residents & Visitors**
 - i. Visitors signed in to speak:
 1. Dale Durst
 - ii. Visitors present but did not sign up to speak:
 1. Cheryl Smith, Kate Griffin, Charles Curtis
4. **Reports**
 - a. **Police:** A written report was furnished prior to the meeting. Chief Morell recognized the 18th anniversary of the passing of Lawrence Park firefighter Michael Crotty who was killed while on duty.
 - 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:** A written report was furnished prior to the meeting. Manager Cadden thanked resident Cheryl Smith for advising the Township regarding the ECGRA America250 grant program and reported that the Township submitted an application following the March Board of Commissioners meeting.



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Manager Cadden reported that the Township would not move forward with the Green Light-Go program in 2026 and would look to submit a new application during the next round of grant funding in 2027. He also reported that the STMP grant remains delayed.

Manager Cadden reported that the Township received official confirmation of a \$1.1 million grant to support the Bell Street Bridge project. He further reported that the grant requires a zero percent local match and that the Township would continue working with Wesleyville Borough and PennDOT officials as the project moves forward.

Manager Cadden also reported that the Hometown Hero Banner Program has received strong resident interest.

- g. **Junior Commissioner:** Junior Commissioner Zamaria Klett furnished a written report, but was not present. Manager Cadden delivered it on her behalf and stated that Ms. Klett and the youth of Lawrence Park would benefit from summer staffing in the Parks. She also brought up issues with cars speeding in school zones, making the summer concert series more welcoming to the youth. Finally, she suggested a water balloon fight in Napier Park. There was no further discussion.
- h. **Commissioner Williams:** Commissioner Williams reported on streets and sewer matters, noting that the unusual winter weather delayed spring cleanup efforts. He stated that Public Works has been addressing storm damage, cold patching roads, and repairing potholes. He specifically noted a downed tree in Lake Cliff that affected power lines and thanked Public Works and the Lawrence Park Police Department for their response. Commissioner Williams also reminded residents not to place leaves or yard trimmings in the street, noted the April 15–17 spring leaf vacuum schedule, and encouraged residents to use Savvy Citizen for updated information.
- i. **Commissioner Lewis:** Commissioner Lewis clarified that Commissioner Keffer will be the liaison for Public Safety, and Commissioner Lewis would be the liaison for Administration.

5. Motion to approve the reports as submitted.

- a. **Motion** by: Commissioner Golden
- b. **Seconded by:** Commissioner Keffer
- c. **Motion:** passed unanimously



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6. **Motion** to ratify bill payment for the month of March 2026
 - a. **Motion** by: Commissioner Williams
 - b. **Seconded by:** Commissioner Lewis
 - c. **Motion:** passed unanimously
7. **Motion** to approve meeting minutes for stated meeting from March 11, 2026.
 - a. **Motion** by: Commissioner Keffer
 - b. **Seconded by:** Commissioner Williams
 - c. **Motion:** passed unanimously
8. **Township resident comments:**
 - a. **Dale Durst** addressed the Board regarding internet service options in the Township. Mr. Durst encouraged the Township to explore VNET as a potential alternative service provider, noting that residents currently have limited high-speed internet options and that VNET operates in nearby municipalities.
9. **Old Business**
 - a. **Consideration of Resolution 2026-16** appointing Commissioner Williams as delegate and Commissioner Keffer as alternate Township representative to the Lake Erie Coastal Zone Advisory Committee (LECZAC).
 - i. **Motion to approve Resolution 2026-16**
 1. **Motion by:** Commissioner Golden
 2. **Seconded by:** Commissioner Keffer
 3. **Motion:** passed unanimously
 - b. **Consideration of Resolution 2026-17** formally removing former Township staff from Township investment accounts.
 - i. **Motion to approve Resolution 2026-17**
 1. **Motion by:** Commissioner Keffer
 2. **Seconded by:** Commissioner Lewis
 3. **Motion:** passed unanimously
 - c. **Consideration of Resolution 2026-18** waiving the prohibition on open containers for certain events, including the Concert in the Park series and Farmers Markets. Chief Morell confirmed that this waiver would not impact Police operations and has never been a problem historically.
 - i. **Motion to approve Resolution 2026-18**
 1. **Motion by:** Commissioner Keffer
 2. **Seconded by:** Commissioner Golden
 3. **Motion:** passed unanimously



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- d. **Consideration of Resolution 2026-19** authorizing temporary modification of parking restrictions during Township-sponsored events, including the Farmers Market and Fourth of July activities. Chief Morell confirmed that this resolution is consistent with past practices and that the Resolution gives the Lawrence Park Police Department the formal authority required to modify parking restrictions.
 - i. **Motion to approve Resolution 2026-19**
 - 1. **Motion by:** Commissioner Lewis
 - 2. **Seconded by:** Commissioner Keffer
 - 3. **Motion:** passed unanimously
- e. **Discussion** was held regarding the traffic signaling at the intersection of Rankine Avenue and Iroquois Avenue. Followed immediately by consideration of a **motion** authorizing the Township Manager to advertise for bids for repair of the traffic signals at the intersection.
 - i. **Motion by:** Commissioner Golden
 - ii. **Seconded by:** Commissioner Williams
 - iii. **Motion:** passed unanimously

10. New Business

- a. A **discussion** was held regarding the potential establishment of a HomeServe insurance program. Manager Cadden stated that a sewer service line insurance program may provide residents with an optional means of addressing private sewer lateral repair costs.
- b. A **discussion** was held regarding the potential outsourcing of management of the Township's sewer system, followed by a **motion** authorizing the Township Manager to work with the Township Engineer to prepare and advertise a request for proposals.
 - i. **Motion by:** Commissioner Golden
 - ii. **Seconded by:** Commissioner Keffer
 - iii. **Motion:** passed unanimously
- c. A **discussion** was held regarding adoption of a new Employee Handbook prepared by the Township Manager in consultation with the Township Solicitor, followed by a **motion** to approve the handbook.
 - i. **Motion by:** Commissioner Golden
 - ii. **Seconded by:** Commissioner Lewis
 - iii. **Motion:** passed unanimously



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- d. A **discussion** was held regarding whether to allow a current non-uniform employee presently receiving a medical stipend in lieu of health insurance to continue receiving that stipend following adoption of the new Employee Handbook. The new handbook does not authorize medical stipends going forward. A **motion** was made to allow the current employee receiving a \$1,000 monthly stipend in lieu of health insurance to continue receiving the stipend.
 - i. **Motion by:** Commissioner Williams
 - ii. **Seconded by:** Commissioner Keffer
 - iii. **Motion:** passed by a vote of 3-1 with Commissioner Williams, Keffer, and Lewis voting in favor and Commissioner Golden opposed.
- e. A **motion** was made authorizing the Township Manager to advertise for bids for tree removal services in 2026.
 - i. **Motion by:** Commissioner Williams
 - ii. **Seconded by:** Commissioner Golden
 - iii. **Motion:** passed unanimously
- f. A **motion** was made to transfer \$135,275.95 from the Sewer Fund to the General Fund as reimbursement for sewer-related expenses incurred from January through March 2026.
 - i. **Motion by:** Commissioner Lewis
 - ii. **Seconded by:** Commissioner Williams
 - iii. **Motion:** passed unanimously
- g. A **discussion** was held regarding the purchase of a sewer bypass pump. The pump would allow lift stations to continue functioning during maintenance, damage, or other service interruptions. A **motion** was then made to purchase the pump from Xylem Technologies.
 - i. **Motion by:** Commissioner Williams
 - ii. **Seconded by:** Commissioner Keffer
 - iii. **Motion:** passed unanimously.
- h. A **motion** was made to approve a contract with Spaeder Construction for critical repairs to the Lake Cliff Lift Station.
 - i. **Motion by:** Commissioner Williams
 - ii. **Seconded by:** Commissioner Lewis
 - iii. **Motion:** passed unanimously

11. **Executive Session:** The Board announced prior to adjournment that it would enter executive session following the public meeting to discuss personnel matters and receive legal advice from the Township Solicitor. No official action was taken following executive session.



12. Meeting adjournment

- a. A **motion** to adjourn the meeting.
 - i. **Motion** by: Commissioner Golden
 - ii. **Seconded by:** Commissioner Lewis
 - iii. **Motion:** passed unanimously
- b. **Meeting adjourned at 6:52 PM.**

Respectfully Submitted,

Spencer Cadden, Township Manager, Secretary

Date



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