



LAWRENCE PARK TOWNSHIP

Board of Commissioners Meeting Minutes Lawrence Park Township May 13, 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. Thomas Buchleitner, Commissioner
 - vi. Spencer Cadden, Township Manager
 - vii. Lydia Caparosa, Township Solicitor
 - viii. John Morell, Chief of Police
 - ix. Kayla Chadsey, Township Treasurer
 - x. Zamaria Klett, Junior Commissioner
 - b. Absent Township Officials: Zoning and Code Enforcement Officer Charles Clorley, Township Engineer
 - c. **Residents & Visitors**
 - i. Visitors signed in to speak: None
 - ii. Visitors present but did not sign up to speak:
 1. Cheryl Smith, Rick Garman, Joe Michalegko, Chris Buchleitner, Joyce Howell, Mark Howell

4. Reports

- a. **Police:** A written report was furnished prior to the meeting. Chief Morell stated that the two new cruisers purchased with grant funding were now operational. He also indicated that he hoped to find out the results of an additional grant application shortly.
- b. **Treasurer:** A written report was furnished prior to the meeting. The Treasurer was present and no additional 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 stated that he had worked with PennDOT and the Township would be accepting bids for the 2026 street construction project on portions of Smithson Avenue, portions of Crotty Drive, Howe Avenue



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Extension, and Dobbins Road with bids to be opened in May and discussed during the June meeting. Manager Cadden also affirmed that the Township will be receiving all new streetlights in the Township with LEDs later in the summer. Manager Cadden reported that the STMP grant was approved after having been delayed for several months and the Township would proceed with the projects designated to be supported by that grant.

- g. **Junior Commissioner:** Junior Commissioner Zamaria Klett expressed concern on the safety of the parks both from an equipment standpoint, and from a potential crime issue during the summer as well as speeding cars on Lawrence Park streets. Junior Commissioner Klett also called for parks volunteers to support summer youth programming and asked for clarification on the Township's recycling program through Waste Management.

5. Motion to approve the reports as submitted.

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

6. Motion to ratify bill payment for the month of April, 2026

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

7. Motion to approve meeting minutes for stated meeting from April 8, 2026.

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

8. Township resident comments:

- a. **Joyce Howell** spoke regarding Township regulations regarding farm animals, specifically chickens and roosters and reported a specific address as allegedly owning chickens. Manager Cadden stated that current township ordinances do state that ownership of farm animals is not permitted and the code enforcement officer would be alerted to the issue.

9. Old Business

- a. **Discussion** was held regarding the bids received for the traffic signal project at the intersection of Rankine Avenue and Iroquois Avenue. There was a single bidder whose bid price far exceeded what the Township had anticipated and budgeted for. Followed by a **motion** to reject the bid as received and to authorize Manager Cadden to go out to bid again for the project.



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1. **Motion by:** Commissioner Williams
 2. **Seconded by:** Commissioner Buchleitner
 3. **Motion:** passed unanimously
- b. **Discussion** was held as to whether to amend the definition of what constitutes a full-time employee as defined in the newly adopted Employee Handbook and whether Employees are guaranteed 37.5 or 40 hours per week. There was no action taken to amend or alter the handbook with discussion confirming acceptance of the handbook as approved with the definition of a full-time employee being one working 37.5 hours per week.
- c. **Discussion** was held regarding the purchase of pumps and hoses for the sewer transfer pump to support maintenance of the Township's lift stations. Followed by a **motion** to approve the purchase of the required pumps and hoses.
1. **Motion by:** Commissioner Buchleitner
 2. **Seconded by:** Commissioner Williams
 3. **Motion:** passed unanimously
- d. **Discussion** was held regarding parcels of land owned by the former East Erie Suburban Recreation and Development Authority, commonly known as the Tri-Community Board. The authority no longer operates but still holds parcels that have historically been used in connection with the Eastside YMCA property. The YMCA has expressed interest in formally resolving ownership of the parcels. Additional discussion was held regarding potential appraisal of the parcels and possible next steps. No formal action was taken. Manager Cadden and Solicitor Caparosa indicated they would continue coordinating with the YMCA representatives and other municipalities.
- e. **Consideration of Resolution 2026-20** clarifying employee historic leave balances following the adoption of the Employee Handbook and establishing leave provisions whereby employees could retain some of their accrued leave which was granted under past policies.
- i. **Motion to approve Resolution 2026-20**
 1. **Motion by:** Commissioner Keffer
 2. **Seconded by:** Commissioner Golden
 3. **Motion:** passed unanimously
- f. **Consideration of Resolution 2026-21** appointing a new delegate and alternate representative to East County EMS Board with Manager Cadden being appointed as the delegate and Lawrence Park Volunteer Fire Department Chief Crotty as the alternate representative.



- i. **Motion to approve Resolution 2026-21**
 1. **Motion by:** Commissioner Buchleitner
 2. **Seconded by:** Commissioner Golden
 3. **Motion:** passed unanimously

10. New Business

- a. A **motion** to accept the resignation of the Township Roadmaster Gary Cunningham.
 - i. **Motion by:** Commissioner Golden
 - ii. **Seconded by:** Commissioner Keffer
 - iii. **Motion:** passed unanimously
- b. A **discussion** was held regarding the assignment of a new Public Works Lead followed by a **motion** to appoint Jon Garman as interim Public Works Lead.
 - i. **Motion by:** Commissioner Williams
 - ii. **Seconded by:** Commissioner Buchleitner
 - iii. **Motion:** passed unanimously
- c. A **discussion** was held regarding the expanded duties of the public works lead after loss of the Township Roadmaster followed by a motion to increase the compensation of newly appointed Public Works Lead Jon Garman by ten percent (10%).
 - i. **Motion by:** Commissioner Golden
 - ii. **Seconded by:** Commissioner Williams
 - iii. **Motion:** passed unanimously
- d. A **discussion** was held regarding whether to grant a request for a proposed easement submitted by PENELEC for access to Township property for maintenance and repair of power lines. No action was taken with the Board indicating a desire to have the Township Solicitor continue to review the request prior to making any determination.
- e. A **discussion** was held regarding the summer volleyball league's request to rent the sand volleyball court followed by a **motion** to grant the application of the league.
 - i. **Motion by:** Commissioner Golden
 - ii. **Seconded by:** Commissioner Williams
 - iii. **Motion:** passed unanimously
- f. **Consideration of Resolution 2026-22** recognizing and supporting America250 initiatives.
 - i. **Motion to approve Resolution 2026-22**
 1. **Motion by:** Commissioner Buchleitner
 2. **Seconded by:** Commissioner Williams
 3. **Motion:** passed unanimously



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11. Meeting adjournment

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

Respectfully Submitted,

Spencer Cadden, Township Manager, Secretary

Date



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