LAWRENCE PARK TOWNSHIP

Board of Commissioners Meeting Minutes
Lawrence Park Township
August 12, 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. Thomas Buchleitner, Commissioner
        v. Joseph Golden, Commissioner
        vi. Spencer Cadden, Township Manager
        vii. Lydia Caparosa, Township Solicitor
        viii. Charles Clorley, Zoning and Code Enforcement
        ix. Ed Gourley, Urban Engineers (Township Engineer)
        x. Kayla Chadsey, Township Treasurer
        xi. Zamaria Klett, Junior Commissioner
    b. Absent Township Officials: John Morell, Chief of Police
    c. Residents & Visitors
        i. Visitors signed in to speak: Richard Mosher, Matt Marini, Kim Marini, Barbara Mankoski
        ii. Visitors present but did not sign up to speak:
            1. Rick Garman, Cheryl Smith, Robert Gindlesberger, Linda Blum, Joe Michalegko, Dale Durst, Joyce Price, Chris Buchleitner

4. **Reports**

    a. **Police:** Chief Morell was unable to attend, and his report was presented on his behalf. The report noted that the Police Department responded to 865 calls for service, including public safety incidents, citizen requests, traffic matters, and proactive patrols throughout the community, and that a civil service test would be administered on August 22, 2026, to establish a new eligibility list for the Department.
    b. **Treasurer:** A written report was furnished prior to the meeting, and no additional discussion took place.
    c. **Code/Zoning:** The Code/Zoning Enforcement Officer was present and reported that code enforcement was going well, with only a few citations issued recently and no court appearances required. The permit report tallied the permits issued, together with the value of the work performed and the associated permit fees.
    d. **Solicitor:** The Solicitor reported that there was nothing of significance to report.
    e. **Engineer:** Ed Gourley of Urban Engineers presented on behalf of the Township Engineer. He reported that his firm had assisted with the submission of the DCED grant application for Phases II and III of the Water Street Trail project, located between the Bell Street Pedestrian Bridge and East Lake Road, in cooperation with Wesleyville; had assisted in developing the request for proposals and bidding documents for the lift station maintenance contract, including the pre-bid meeting held July 23 and the

bid opening held August 4; and was currently developing a request for proposals for CCTV camera inspection of the Township's sanitary sewer system.

f. **Manager:** Manager Cadden reported on several matters. He reviewed the history of the damaged traffic signal at Iroquois Avenue and Rankine, noting that it had been struck by a semi the prior summer, that the Township had received approximately $40,000 in insurance reimbursement, and that the project had been rebid following the rejection of an earlier, higher bid. He further reported that Penelec would be converting the Township's streetlights to LED, with adjustments to provide warmer and less intense lighting in residential areas; that Erie Water Works, through its contractor Console Construction, was beginning a project to replace lead water pipes throughout the Township; and that the July 16 concert in the park and the July 18 farmers market had been canceled due to wildfire smoke and code-purple air quality conditions, with another farmers market scheduled for the coming Saturday.
g. **Junior Commissioner:** Junior Commissioner Zamaria Klett commended the Township's efforts to engage its youth, including the color war and the youth activities offered at the farmers market, and encouraged continued attention to speeding near the schools with the start of the school year.

5. **Motion to accept all reports as submitted.**
   a. **Motion** by: Commissioner Buchleitner
   b. **Seconded by**: Commissioner Williams
   c. **Motion**: passed unanimously
6. **Motion** to ratify bill payments made during July 2026.
   a. **Motion** by: Commissioner Buchleitner
   b. **Seconded by**: Commissioner Williams
   c. **Motion**: passed unanimously
7. **Motion** to approve the meeting minutes for the stated meeting of July 8, 2026, and the special meeting of July 24, 2026.
   a. **Motion** by: Commissioner Golden
   b. **Seconded by**: Commissioner Keffer
   c. **Motion**: passed unanimously
8. Township resident comments:
   a. Richard Mosher spoke regarding the maintenance of Elbow Tree Park, expressing support for the continued brush-hogging and clearing of the park. He stated that portions of the park had become overgrown and difficult to traverse and that regular maintenance would improve its condition and safety, and asked the Board to view the area.
   b. Matt and Kim Marini appeared for a third time regarding the sewer backups that affected their Main Street business and others in October 2025 and June 2026, reporting losses of approximately $16,000 to their business and approximately $7,000 to a neighboring business, and asked what the Township intended to do to assist with reimbursement. Solicitor Caparosa stated that, because a pre-litigation notice had been received, the Township would not provide public comment on the matter. They also raised concerns regarding a Township employee's report to the county health department, which the Solicitor declined to address as a personnel matter, and regarding a confrontation involving audience members following the previous meeting, stating that they did not feel safe. It was noted that a police investigation was ongoing.
   c. Barbara Mankoski read a prepared statement expressing concern regarding the conduct of certain attendees following the previous meeting and regarding the maintenance of decorum and

professionalism at public meetings. She urged all participants, both residents and officials, to treat one another with respect so that residents feel safe participating in Township meetings.

9. **Old Business**
    a. **Discussion** was held regarding a contract with Whitetail Security for a building access project in the amount of approximately $8,625, of which approximately ninety percent is to be funded by an STMP grant, leaving a Township share of roughly $860. Manager Cadden explained that the project is one component of a larger set of STMP-funded improvements and would provide new door keypads and security doors. Followed by a **motion** to approve the contract.
        1. **Motion** by: Commissioner Buchleitner
        2. **Seconded by**: Commissioner Williams
        3. **Motion**: passed unanimously
    b. **Discussion** was held regarding the bid determination for the damaged traffic signal at Iroquois and Rankine. The Township received two bids meeting the job specifications: RCI Electric at $55,000 and Beacon Power Solutions at $81,750. Followed by a **motion** to award the contract to the lowest responsible bidder, RCI Electric, in the amount of $55,000, and to make the necessary arrangements to proceed.
        1. **Motion** by: Commissioner Williams
        2. **Seconded by**: Commissioner Golden
        3. **Motion**: passed unanimously
    c. **Discussion** was held regarding the bid determination for lift station and other sewer maintenance services. The Township received a single bid from Spaeder Construction at a base cost of $190,495 in the first year, escalating three percent each subsequent year, for a three-year minimum with options to continue at that pricing structure. The contract includes regular lift station inspection and maintenance, alarm responses, emergency pumping, and the investigation and removal of blockages and obstructions from the sewer system. Followed by a **motion** to accept the bid.
        1. **Motion** by: Commissioner Buchleitner
        2. **Seconded by**: Commissioner Golden
        3. **Motion**: passed unanimously
    d. **Discussion** was held regarding a new lease with the County for the office of the Magisterial District Judge, a three-year agreement at a rate of $39,825 per year with a three percent increase annually. Discussion included the need to clarify the delineation between the tenant space and the Township space. Followed by a **motion** to approve the lease.
        1. **Motion** by: Commissioner Buchleitner
        2. **Seconded by**: Commissioner Keffer
        3. **Motion**: passed unanimously
    e. **Discussion** was held regarding a legal services agreement with the attorney who will conduct the closing for the USDA loan financing the construction of the Soudan Lift Station. Solicitor Caparosa explained that the agreement is a required part of the USDA loan process and that her partner would be stepping in for the prior bond counsel, who has since retired. Followed by a **motion** to approve the agreement.
        1. **Motion** by: Commissioner Golden
        2. **Seconded by**: Commissioner Buchleitner
        3. **Motion**: passed unanimously

10. **New Business**
    a. A **discussion** was held regarding the retroactive hiring of two members of the Public Works Department: Stanley Cartright as Lead Employee, effective August 10, 2026, and Zachery Johnson as a Public Works Operator, effective August 4, 2026. Discussion included the budgetary impact, with Manager Cadden confirming that the positions had been budgeted for and would bring the Department to three full-time employees with no anticipated impact on the budget, as well as the candidates' qualifications and experience following a review of sixty-two applications and approximately nine interviews. Followed immediately by a motion to approve the hiring of both employees.
        i. **Motion** by: Commissioner Williams
        ii. **Seconded by**: Commissioner Buchleitner
        iii. **Motion**: passed unanimously
    b. A **discussion** was held regarding the promotion of Officer Evan Lewis from Class D to Class C, effective August 12, 2026, which was described as a normal step that also assists in retaining employees. Followed immediately by a motion to approve the promotion.
        i. **Motion** by: Commissioner Keffer
        ii. **Seconded by**: Commissioner Golden
        iii. **Motion**: passed unanimously
    c. A **discussion** was held regarding a salary adjustment for Township Treasurer Kayla Chadsey to a rate of $24.08 per hour. Manager Cadden explained that the adjustment reflects the significant additional responsibilities Ms. Chadsey has assumed, including her appointments as Township Treasurer and alternate right-to-know officer, and her strong performance review. Followed immediately by a motion to approve the salary adjustment.
        i. **Motion** by: Commissioner Golden
        ii. **Seconded by**: Commissioner Keffer
        iii. **Motion**: passed unanimously
    d. A **discussion** was held regarding the repair or replacement of the building facade, following the loss of a section of the stucco facade in a windstorm. A temporary repair was available for approximately $3,200; however, three contracting firms advised that the underlying problem would recur and quoted the full replacement of the facade, with the lowest quote at $28,900, an amount that would exceed the formal bidding threshold and require competitive bids. The Board discussed proceeding with the temporary repair now to address the safety concern, inviting a contractor to further educate the Board in September, and bidding out a full replacement at a later date. Followed immediately by a motion to approve the temporary repair in the amount of $3,200.
        i. **Motion** by: Commissioner Keffer
        ii. **Seconded by**: Commissioner Golden
        iii. **Motion**: passed unanimously
    e. A **discussion** was held regarding the maintenance of Elbow Tree Park, including the options to continue undergrowth clearing, discontinue the operation, or engage an arborist to inform future decisions. The Board discussed the historical practice of brush-hogging the area, safety considerations, the management of invasive species, and the possibility of adding pollinator gardens. Followed immediately by a motion that the Township continue the brush-hogging and clearing of Elbow Tree Park to the best of its abilities.
        i. **Motion** by: Commissioner Golden
        ii. **Seconded by**: Commissioner Keffer
        iii. **Motion**: passed unanimously

f. A **discussion** was held regarding a resident's proposal seeking to address stray and feral cats in the Township. The Board discussed the difficulty of enforcement, the treatment of the matter as a homeowner issue, and the possibility of working with a local trap-neuter-release program to reduce the population. The matter was to be researched further, including possible coordination with the Planning Commission. No formal action was taken.
g. A **discussion** was held regarding an ordinance proposed by the Iroquois School District to address parking issues during Iroquois Elementary School arrival and dismissal. The proposed ordinance would establish restricted, no-parking time frames on designated streets during morning and afternoon periods on school days, with appropriate signage. It was noted that a special meeting would likely be held to adopt the ordinance in sufficient time before the start of the school year. No formal action was taken.

11. **Executive Session**
    a. No executive session was held, as none was necessary.
12. **Meeting adjournment**
    a. A motion to adjourn the meeting.
        i. **Motion** by: Commissioner Keffer
        ii. **Seconded by**: Commissioner Williams
        iii. **Motion**: passed unanimously
    b. Meeting adjourned at 6:58 PM.

Respectfully Submitted,

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Spencer Cadden, Township Manager, Secretary

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Date