Board of Commissioners Meeting Minutes
Lawrence Park Township
September 9, 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. Spencer Cadden, Township Manager
        v. John Morell, Chief of Police
        vi. Lydia Caparosa, Township Solicitor (attended remotely)
        vii. Zamaria Klett, Junior Commissioner
    b. Absent Township Officials: Thomas Buchleitner, Commissioner; Joseph Golden, Commissioner; Charles Clorley, Zoning and Code Enforcement; Kayla Chadsey, Treasurer; Urban Engineers
    c. Residents & Visitors
        i. Visitors signed in to speak: Matt Marini, Dale Durst
        ii. Visitors present but did not sign up to speak:
            1. Rick Garman, Cheryl Smith, Robert Gindlesberger, Linda Blum, Zac Johnson, Larry Frank, Kim Marini, Joyce Price, Michael McMillen, Kate Griffin, Nick Larese, Amy Arthur

4. **Reports**

    a. **Police:** Chief Morell was present. A written report was furnished prior to the meeting, and no additional discussion took place.
    b. **Treasurer:** A written report was furnished prior to the meeting, and no additional discussion took place.
    c. **Code/Zoning:** A zoning report was furnished prior to the meeting. No written code enforcement report was received.
    d. **Solicitor:** Solicitor Caparosa reported that there was nothing to report.
    e. **Engineer:** No report was given.
    f. **Manager:** Manager Cadden reported on several matters. He reported that RCI Electric, which was awarded the contract last month to rebuild the traffic signal at Iroquois Avenue and Rankine, is experiencing supply chain delays and expects to complete the work between early October and November, depending on when the equipment arrives. He further reported that, while Wesleyville was assisting the Township's new Public Works crew in removing the Centennial banners on Main Street, a miscommunication resulted in all of the banners being taken down; the banners have since been rehung, some in different locations, and residents who would like a banner moved were asked to contact the Township. He also recognized the Township's two new Public Works employees, Stanley Cartright and Zachery Johnson, for their work in their first weeks, including clearing a backlog of PA One Call requests. Public Works employee Tim Cunningham was also commended for assisting the new employees with the transition.

g. **Junior Commissioner:** Junior Commissioner Zamaria Klett commended the Township's efforts to engage its youth, including the summer concert and the children's activities at the farmers market, and recommended that the Township inspect park equipment and the creek area for damage following the recent storm.

5. **Motion to accept all reports as submitted.**

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

2. **Motion** to ratify bill payments made during August 2026.
   a. **Motion** by: Commissioner Lewis
   b. **Seconded by**: Commissioner Keffer
   c. **Motion**: passed unanimously
3. **Motion** to approve the meeting minutes for the stated meeting of August 12, 2026.
   a. **Motion** by: Commissioner Williams
   b. **Seconded by**: Commissioner Keffer
   c. **Motion**: passed unanimously
4. Township resident comments:
   a. Matt Marini appeared again, on behalf of himself and other Main Street business owners, regarding the October 2025 sewer backup that damaged his business and a neighboring business. He stated that claims submitted to both his insurer and the Township's insurer had been denied, that the affected owners wish to resolve the matter without litigation, and asked what the Township's next steps would be. Solicitor Caparosa stated that the Board could not take action because the matter was not advertised, and that she and Manager Cadden would be willing to meet with Mr. Marini, without a quorum of the Board present. Manager Cadden stated that he would contact Mr. Marini to schedule the meeting.
   b. Dale Durst raised concerns regarding overgrown bushes at two neighboring properties that are obstructing the sidewalk. Chief Morell asked Mr. Durst to contact the Police Department when workers are present at the property so the matter can be addressed. Mr. Durst also asked about a tree that fell at the Water Street ball field; Manager Cadden stated that the tree is on Township property and will be removed once Public Works completes other storm-related work. Mr. Durst further raised concerns regarding grass clippings being blown into the streets and storm sewers, and clogged storm drains on East Lake Road. It was noted that the Township's new code enforcement officer would address such matters, and that the Township would notify PennDOT regarding the East Lake Road storm drains.

5. **Old Business**
   a. **Discussion** was held regarding approval of the subdivision of the former golf course parcel previously rezoned by the Township. Manager Cadden explained that the plan proposes a single lot of approximately one acre at the northeast corner of the golf course for one single-family home. Solicitor Caparosa asked whether the Township Engineer and Zoning Officer had reviewed the plan for compliance with the Township's Subdivision and Land Development Ordinance. Manager Cadden stated that the plan had not yet been sent to the Engineer and remains within the ninety-day review period. The matter was tabled pending the Engineer's review. No formal action was taken.
   b. **Discussion** was held regarding a Memorandum of Understanding with the YMCA in support of its grant application to repair the Tri-Community Pool. Manager Cadden explained that the Township's support would consist of letters of support only, with no financial obligation to the Township. Followed by a **motion** to approve the Memorandum of Understanding.
      1. **Motion** by: Commissioner Williams
      2. **Seconded by**: Commissioner Keffer
      3. **Motion**: passed unanimously

c. **Discussion** was held regarding the conveyance of the former East Erie Suburban Recreation Authority parcel, which forms part of the YMCA's entrance drive, to the YMCA. Manager Cadden reported that an appraisal had been obtained and that Wesleyville and Harborcreek had reportedly agreed to convey their interests for nominal consideration. Solicitor Caparosa noted that the Township must dispose of its interest in accordance with the First Class Township Code and the Municipality Authorities Act, and recommended tabling the matter until October to confirm the appraised value and process with the YMCA, Wesleyville, and Harborcreek. Followed by a **motion** to table the matter.
    1. **Motion** by: Commissioner Williams
    2. **Seconded by**: Commissioner Keffer
    3. **Motion**: passed unanimously

6. **New Business**
    a. A **discussion** was held regarding Resolution 2026-24, accepting a ten-year agreement with PennDOT for the winter maintenance (snow and ice removal) of Main Street, a state-owned road, with compensation to the Township. It was noted that the Township has historically performed this work. Followed immediately by a motion to adopt Resolution 2026-24.
        i. **Motion** by: Commissioner Williams
        ii. **Seconded by**: Commissioner Keffer
        iii. **Motion**: passed unanimously
    b. A **discussion** was held regarding Resolution 2026-25, acknowledging the 2027 Minimum Municipal Obligation (MMO) for the Non-Uniform Pension Plan. Manager Cadden explained that the MMO is calculated annually by the Township's actuary and that the Township receives state aid toward the obligation. Followed immediately by a motion to adopt Resolution 2026-25.
        i. **Motion** by: Commissioner Keffer
        ii. **Seconded by**: Commissioner Williams
        iii. **Motion**: passed unanimously
    c. A **discussion** was held regarding Resolution 2026-26, acknowledging the 2027 Minimum Municipal Obligation (MMO) for the Uniform Pension Plan. Followed immediately by a motion to adopt Resolution 2026-26.
        i. **Motion** by: Commissioner Williams
        ii. **Seconded by**: Commissioner Keffer
        iii. **Motion**: passed unanimously
    d. A **discussion** was held regarding Resolution 2026-27, authorizing payment of the 2026 pension obligations based on the prior year's MMO and the state pension aid received in September. Manager Cadden explained that the Township is required to allocate the state aid to the pension funds within a set period after it is received. Followed immediately by a motion to adopt Resolution 2026-27.
        i. **Motion** by: Commissioner Keffer
        ii. **Seconded by**: Commissioner Williams
        iii. **Motion**: passed unanimously
    e. A **discussion** was held regarding Resolution 2026-28, amending the Water Street Phase II and Phase III grant application to extend its terms up to the full cost of the potential project. Manager Cadden explained that the application to the DCED Multimodal Transportation Fund originally requested $1 million, that the full project cost is approximately $1.69 million, and that he recommended requesting the full amount based on indications that the grant may be awarded without a local match. He noted that the amended application does not commit the Township to any match. Followed immediately by a motion to adopt Resolution 2026-28.
        i. **Motion** by: Commissioner Keffer
        ii. **Seconded by**: Commissioner Williams
        iii. **Motion**: passed unanimously
    f. A **discussion** was held regarding Resolution 2026-29, accepting and allocating county aid received from PennDOT, in the amount of approximately $14,000, at no cost to the Township. Followed immediately by a motion to adopt Resolution 2026-29.
        i. **Motion** by: Commissioner Lewis
        ii. **Seconded by**: Commissioner Williams
        iii. **Motion**: passed unanimously

g. A **discussion** was held regarding Ordinance 2026-2, establishing parking restrictions on Morse Street, prohibiting parking on school days from 7:00 a.m. to 9:00 a.m. and from 2:00 p.m. to 4:00 p.m. between Tyndall Avenue and Smithson Avenue. It was noted that the restrictions were requested by the school and that signage is already in place. Followed immediately by a motion to adopt Ordinance 2026-2.
    i. **Motion** by: Commissioner Williams
    ii. **Seconded by**: Commissioner Keffer
    iii. **Motion**: passed unanimously
h. A **discussion** was held regarding the resignation of Charles Clorley as Code Enforcement Officer and Zoning Officer, with the provision that he remain temporarily to assist in training his replacement(s). Followed immediately by a motion to accept the resignation.
    i. **Motion** by: Commissioner Williams
    ii. **Seconded by**: Commissioner Keffer
    iii. **Motion**: passed unanimously
i. A **discussion** was held regarding the appointment of new members to the Planning Commission to restore a quorum: Tex Brieger, Ray Rogers, Rita Riley, and Michelle Stiel. Followed immediately by a motion to approve the appointments.
    i. **Motion** by: Commissioner Keffer
    ii. **Seconded by**: Commissioner Williams
    iii. **Motion**: passed unanimously
j. A **discussion** was held regarding the appointment of Officer Hamid Mobin of the Police Department as Code Enforcement Official on a part-time basis, at approximately $18.50 per hour for approximately four to six hours per week, with duties, compensation, and uniform kept separate from police work. Followed immediately by a motion to approve the appointment, with specific terms to follow Township policy.
    i. **Motion** by: Commissioner Williams
    ii. **Seconded by**: Commissioner Keffer
    iii. **Motion**: passed unanimously

7. **Executive Session**
    a. No executive session was held, as none was necessary.

8. **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 6:41 PM.

Respectfully Submitted,

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Spencer Cadden, Township Manager, Secretary

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Date