

January 03, 2022

The East Lampeter Township Industrial and Commercial Development Authority met on Monday, January 3, 2022 at 7:00 pm. at the East Lampeter Township Office: 2250 Old Philadelphia Pike, Lancaster, PA 17602. The meeting was called to order by Mr. John Blowers, Chairman. In addition to Mr. Blowers members present were Mr. Dave Buckwalter, Mr. Ethan Demme & Mr. Corey Meyer. Mr. Glenn Eberly was absent. Also present was Mr. Ralph Hutchison, Township Manager and Ms. Tara Hitchens, Assistant Township Manager.

The meeting was held using Zoom, an internet web conference tool. A recording was played regarding the use of Zoom for this public meeting including instructions for the public to use in order to participate in the meeting.

The following persons signed in as being present in the audience:

Mr. Swantak of Merge

Approval of the Minutes of the Monday, October 4, 2021 Authority Meeting

A motion was made by Mr. Demme to approve the minutes as presented. Mr. Meyer seconded the motion, and it was passed by unanimous voice vote.

Approval of the Minutes of the Monday, October 26, 2021 Authority Budget Meeting

A motion was made by Mr. Demme to approve the minutes as presented. Mr. Meyer seconded the motion, and it was passed by unanimous voice vote.

Old Business

- a. Approval to pay invoices from Fund 18 – Total \$18,855.50

Mr. Demme made a motion to approve payment of invoices from Fund 18 as presented. Mr. Meyer seconded the motion and it was passed by unanimous voice vote.

- b. Report on Branding, Gateway Signage & Wayfinding Program

Mr. Glen Swantak of Merje, the consultant for the branding, wayfinding, and gateway signage for the corridor was in attendance. Mr. Swantak presented an update on the branding logo, gateway signage, and wayfinding options.

After Mr. Swantak's presentation there was a brief discussion as to the options for the wayfinding and gateway signage with the Authority indicating a preference for options 1 & 2 of the gateway signage with no interest in the tall vertical signage. Further, the Authority preferred the rounded wayfinding signage over the other two options.

New Business

- a. Prepare for 2022 Reorganization (1/11/22 Meeting)

Reorganization will take place on 01-11-22 at 7:00 am

b. 2022 Budget

Mr. Hutchison mention that the budget has been prepared for the Tax Increment Financing Fund which is Fund 18. This the revenue and expense fund that the Authority uses to work on projects along the Lincoln Highway corridor. The expenses that have been budgeted have essentially been the completion of the consultants work on the branding, wayfinding and gateway process and hopefully the creation of a business improvement district in 2022. Depending on costs, there may also be funds to started or complete the first of the gateway features on the eastern end of the corridor facing west bound traffic.

Mr. Buckwalter made a motion to adopt the 2022 Budget. Mr. Demme seconded the motion and it was passed by unanimous voice vote.

Public Comment

None

Mr. Hutchison mentioned that Township staff continues to work with Township solicitor on the trademarking process.

Adjournment

A motion was made by Mr. Meyer and seconded by Mr. Demme to adjourn the meeting at 7:21 pm. The motion was passed by unanimous voice vote.

Respectfully submitted,

Ralph Hutchison