

April 4, 2022

The East Lampeter Township Industrial and Commercial Development Authority met on Monday, April 4, 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 Chairman Ethan Demme. In addition to Mr. Demme, members present were Mr. John Blowers, Mr. Corey Meyer, and Mr. Roger Rutt. Mr. Glenn Eberly was absent. Also present was Mr. Ralph Hutchison, Township Manager, Ms. Tara Hitchens, Assistant Township Manager and Ms. Stephanie Leakway, Administrative Assistant.

The meeting was held using Zoom, an internet web conferencing tool. A recorded statement 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:

Paul Fisher, Bird in Hand

Daniel Beiler, Bird in Hand

Michael Thornton

Approval of Minutes of the January 3, 2022 Regular Meeting

On a motion by Mr. Meyer and seconded by Mr. Blowers, the motion was passed by unanimous voice vote.

Approval of Minutes of the January 11, 2022 Special Meeting

On a motion by Mr. Blowers and seconded by Mr. Meyer, the motion was passed by unanimous voice vote.

Public Comment on Non-Agenda items

No public comment

Reports of Committees

None

Reports of Officers

None

Old and Unfinished Business

a. Branding, Gateway Features & Wayfinding Project

Mr. Hutchison briefed the authority stating staff continues to work with the consultant for the Gateway/Branding/Wayfinding project. In their previous meeting with the consultant, primarily discussed the wayfinding signage locations such images were presented and discussed at the last meeting of the authority. A virtual meeting was held with PennDOT inquiring what necessary approvals are required to put signs up in the corridor to move forward. East Lampeter Township needs to create a signing district which East Lampeter Township Staff will contact designated persons at PennDOT for assistance with the wayfinding program. Mr. Hutchison stated there will need to be an agreement with PennDOT for this wayfinding plan to include the Township being responsible for these signs. Mr. Hutchison felt the concepts presented to PennDOT thus far were received favorably as Township Staff will continue to move forward with this project and keep the Authority updated.

New Business

a. Approval to pay invoices in total \$2,851.37 for required advertising, audit, and legal services to LNP, Maher Duessel, Blakinger Thomas, respectively. On a motion by Mr. Blowers and second

by Mr. Meyer the motion was passed by unanimous voice vote.

b. Draft schedule for Business Improvement District project: Mr. Hutchison provided an overview to the authority in a memo discussing the new approach to the creation of Business Improvement District as compared to the original approach approximately five years ago. A brief discussion between the members regarding ways to succeed included suggestions such as multi-media communication, to which Chairman Demme volunteered to assist in promoting participation in the Business Improvement District. A challenge may be that a number of businesses have changed ownership. Mr. Blowers suggested mailer invites to informational session which is recorded and put on the Township website for others to view and understand the reasonings and process. Mr. Demme continued by asking members to assist in spearheading the groundwork, with phone calls, attend informational meetings to which Mr. Rutt volunteered. Mr. Demme concluded the authority will work with Township staff to help layout plan.

#### Adjournment

A motion was made by Mr. Meyer and seconded by Mr. Rutt to adjourn the meeting at 7:15 pm. The motion was passed by unanimous voice vote. The next regularly scheduled meeting is to be held on Monday, July 19, 2022 beginning at 7:00 pm.

Respectfully submitted,  
Ralph Hutchison  
Township Manager