

July 11, 2022

The East Lampeter Township Industrial and Commercial Development Authority (ICDA) met on Monday, July 11, 2022 at 7:00pm in the East Lampeter Township Office: 2250 Old Philadelphia Pike, Lancaster, PA 17602. The statement of recorded meetings was played for all in attendance. Chairman Mr. Ethan Demme called the meeting to order at 7:00 pm followed by the Pledge of Allegiance. In addition to Mr. Demme, members present were Vice Chair, Mr. Corey Meyer, Mr. John Blowers, Mr. Roger Rutt, and Mr. Glenn Eberly. Also present were 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.

Public Present in Public Meeting Room:

Mike Thornton

Also, In attendance via Zoom:

None

Approval of Minutes:

A motion was made by Mr. Blowers to approve the minutes of the Monday, April 4, 2022 Authority meeting as presented. Mr. Meyer seconded the motion and it passed by unanimous voice vote.

Public Comment on non-Agenda items:

None.

Reports of Committees:

None.

Report of Officers:

None.

Old and Unfinished Business:

a. Branding, Gateway Features & Wayfinding: Mr. Hutchison explained to the Authority the Branding portion of this project has mostly been completed, waiting for consultant for final details. The Gateway Feature on the east side needs minor refinement. West side Gateway requires further information and clarification from PennDOT regarding design and space available in a proposed island which will be constructed as part of a larger PennDOT project. The consultant is preparing and refining documents for wayfinding signage which will be submitted in the near future to PennDOT for review and comment. The Township will need to meet with PennDOT to clear up the issues regarding an agreement that PennDOT wishes to utilize. The agreement currently requires a fee for being on a sign, this language needs to be

removed as the agreement follows more closely with a TODS (Tourist Oriented Development Signage) district. Another meeting with PennDOT is being scheduled.

b. Report on Business Improvement District project: Mr. Hutchison has met with a few key stakeholders for a steering committee with a favorable response. Efforts to continue in meeting with potential stakeholders/committee members.

New Business:

a. Appointment of Auditor – Herbein & Co.: Previous auditing firm appointed at the beginning of the year indicated they wouldn't be able to complete the audit in a timely manner and had a loss of staff. Herbein & Co. to be considered by ICDA for auditor and will be presented to Board of Supervisors at July 11, 2022 meeting at 7:30pm.

On a motion by Mr. Blowers to appoint Herbein & Co, and a second by Mr. Rutt and it was passed by unanimous voice vote.

Adjournment:

On a motion by Mr. Meyer and a second by Mr. Rutt with all voting in favor, the meeting was adjourned at 7:11 pm. The next Industrial and Commercial Development Authority will be held on Monday, October 3, 2022 at 7:00 pm in the East Lampeter Township Office, 2250 Old Philadelphia Pike, Lancaster, PA, 17602 and via ZOOM, check the Township website at www.eastlampetertownship.org for more information.

Respectfully submitted,

Ralph M. Hutchison
Township Manager