

April 03, 2023

The East Lampeter Township Industrial and Commercial Development Authority met on Monday, April 3, 2023 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. Ethan Demme, Chairperson followed by the Pledge of Allegiance. In addition to Mr. Demme, members present were Mr. Ralph Hutchison, Secretary and Treasurer, Mr. John Blowers, Mr. Corey Meyer, Vice Chairperson, and Mr. Glen Elberly. Absent from the meeting was Mr. Roger Rutt.

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

Public Comment on non-Agenda items

None

Consent Agenda

- a. Approval of the April 3, 2023 meeting agenda
- b. Approval of the January 3, 2023 regular meeting minutes
- c. Approval to pay invoices in the amount of \$8,221.00

Motion made by Corey Meyer to approve the Consent Agenda which was seconded by John Blowers and unanimously approved by voice vote.

Old and Unfinished Business

- a. Branding, Gateway Features and Wayfinding Program

Ralph Hutchison reported that the branding for the Lincoln Highway Streetscape plan was pretty much completed. A proposed feature has been designed to go on the north side of Lincoln Highway going east to west, next to the diner. The proposed feature would go in front of a wooded area on the property. Township staff has spoken to property owner who was given copies of the material and is considering the proposal. There will be questions that the owner will have that will need to be answered as well as the issue of compensation that will need to be resolved in future plans. He was impressed with the design of the proposal. The owner did have questions about the construction and maintenance of the feature as well as the limits of usage of the property the feature will be occupying. Mr. Meyer expressed concern about the accessibility of the feature in regards to regular annual maintenance. The property slopes and would interfere with the ease of access for the maintenance crews. Mr. Blowers questioned if the property is all the way in the back of the farm, Mr. Hutchison noted yes there is a larger farm in the rear. Mr. Elberly questioned if there is any reason it couldn't be farther west near the miniature golf course to provide easier access. Mr. Blowers indicated that as long as the owner

embraces the idea, move forward. Mr. Hutchison noted that there may be space to the east of the high-tension wires. Mr. Blowers does like the backdrop that the wooded area creates for the feature. Ralph Hutchison reported that PENNDOT did not care for the Township's approach to the system of wayfinding but they did not take issue with any of the signs or placement of the signs. The Township needs to set up a standard system where other property owners can apply and pay to be on the signs. Mr. Hutchison stated that staff does have additional questions that they want to get clarity on from PENNDOT about wayfinding. He hopes that these will have been answered by the time Mr. Hutchison has a meeting with PENNDOT in July.

b. Report on Business Improvement District Project

Mr. Hutchison reported that based upon what he had prepared last year he will again be proposing to add consulting services to assist the Township in preparation for the plan and ordinance of the project. The consulting assistants will help with the voting procedure for the BID as well as assist with the process of outreach to the businesses and guide the authority and the staff.

Motion to approve the scope of services and the RFP for the Business Improvement District Process made by John Blowers which was seconded by Corey Meyer and unanimously approved by voice vote.

New Business

None

Action Items

None

Adjournment

A motion was made by Corey Meyer and seconded by Glenn Elberly to adjourn the meeting and unanimously approved by voice vote.

Respectfully submitted,

Ralph Hutchison
Secretary and Treasurer

The next meeting will be held on Monday, July 17, 2023 at 7:00 pm