

July 20, 2020

The East Lampeter Township Industrial and Commercial Development Authority met on Monday, July 20, 2020, 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. Corey Meyers and Mr. Ethan Demme. Mr. Glenn Eberly was in attendance via Zoom. Mr. Dave Buckwalter was absent. Also present was Mr. Ralph Hutchison, Township Manager.

The meeting was held using Zoom, an internet web conference tool. Chairman Blowers read a statement 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:

Approval of the Minutes of the Monday, April 6, 2020 Authority Meeting

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

Old Business

a. Discussion re Corridor Branding and Signage Program Draft Request for Proposals

Mr. Hutchison stated that at the April meeting the Authority gave direction that they wanted to go forward with a project to primarily focus on getting gateway signage installed especially on the east end of the corridor. In order for this to be done based upon the plan as it was prepared, it would be appropriate to also do a branding effort for the corridor and prepare a comprehensive program for wayfinding and gateway signage as recommended by the streetscape plan. Township staff put together a draft of RFP that still needs a little bit of work. He also stated that they borrowed and took bits and pieces from other RFPs that they found out there to put the draft they have together. So, the draft needed to be a little bit more cleaned up but essentially it has the elements of what the Township thinks needs to be done to go through a branding process and put together a program for wayfinding and identification gateway signage for the corridor pretty much as contemplated by the original streetscape plan. Mr. Hutchison stated that the Township wanted the Authority to take a look at it and give some feedback on things that need to be changed and improved before it is put out there to ask consultants to respond to it so that the Authority could then select a consultant and go forward with the project. Mr. Hutchison thinks ultimately, it's the way the plan contemplated this project is that the business improvement district when it gets created would probably be involved in the program of installing and maintaining the signage that would go up.

After a brief discussion between the Authority and Mr. Hutchison:

Mr. Hutchison stated that in terms of timing the next authority meeting is in October and his thought was that they'd like to get this finished and cleaned up and out to consultants so that they can get proposals back in by the time of the next Authority meeting.

New Business

None

Public Comment

None

Adjournment

A motion was made by Mr. Meyer and seconded by Mr. Demme to adjourn the meeting. The motion was passed by unanimous voice vote. Next meeting – Monday, October 5, 2020

Respectfully submitted,

Ralph Hutchison