

October 5, 2020

The East Lampeter Township Industrial and Commercial Development Authority met on Monday, October 5, 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 Meyer and Mr. Ethan Demme. Mr. Glenn Eberly and Mr. Dave Buckwalter were absent. Also present was Tara Hitchens, Director of Planning/Zoning via Zoom and 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, July 20, 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. Review of Proposal re: Corridor Branding and Gateway Signage

Mr. Hutchison stated that after the meeting on July 20, 2020, Township staff finalized a request for proposals that went out in September. The Township received three responses to that request for proposals. Ms. Hitchens and Mr. Hutchison reviewed the proposals and distributed them to the board members. Their recommendation would be to plan interviews and suggest two of the firms that submitted proposals and that the Township assemble a relatively small committee for this purpose. Mr. Hutchison suggested that it be two members of the authority, Ms. Hitchens, Mr. Hutchison and then a fifth member. Mr. Hutchison stated that he could reach out to the gentleman at Discover Lancaster or the Township could have someone from the corridor or whomever the authority members feel would be appropriate to proceed.

Mr. Blowers stated that he likes the idea of somebody from the Discover Lancaster. Mr. Meyer agreed. Mr. Blowers asked if there was interest expressed from anyone at the corridor. Mr. Demme stated business folks in the corridor and Discover Lancaster. Mr. Meyer stated that if they can get one person from the corridor and Discover Lancaster that would be excellent.

Mr. Hutchison stated that they will reach out to them. He also stated that he and Ms. Hitchens were impressed with the proposals. There were two of them that stood out more, but the decision will be left to authority members.

Mr. Demme stated that he looked through them and he liked the Design-Design proposal, they had more items in their final quote than the other proposals put as optional to be determined costs later. So, when you back those out here they're closer to the range of some of some of the other prices. The one based in Chicago their travel expenses may add up so he doesn't know if there's a way to cap that. He stated that he does like Design-Design proposals as well as Merje proposal. He mentioned that those two proposals stood out from the designs they did.

There was a brief discussion about the different proposals. It was agreed that all three consultants that submitted proposal would be included in the interviews and that staff would work to include the President of Discover Lancaster and someone from one of the businesses on the Lincoln Highway Corridor on the interview team.

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 – December 7, 2020

Respectfully submitted,

Ralph Hutchison