



Open Session
Minutes

October 30, 2019

225 N. Center Street, Westminster, MD 21157

I. Call to Order

The meeting was called to order at 8:00 am on October 30, 2019 by Sue Chambers.

Attendee Name	Title	Status
Sue Chambers	Chair	Present
Frank Dertzbaugh	Secretary	Present
Wanda Lynn	Treasurer	Present
Steve Bohn	Board member	Present

Other: Jack Lyburn, Paige Sunderland, Mike Ensor, Isaac Menasche and Brian Wagner

II. Approval of Minutes

Frank Dertzbaugh made a motion to approve the September 25, 2019 minutes.

RESULT: ADOPTED

MOVER: Frank Dertzbaugh

SECONDER: Wanda Lynn

AYES: Sue Chambers, Wanda Lynn, Frank Dertzbaugh, Steve Bohn

III. Treasurer Report

Wanda Lynn reported she has made account changes which will be reflected in next month's statement. She will investigate signature card changes. Mike Ensor noted the audit is under quality review now.

Frank Dertzbaugh made a motion to accept the Treasurer's report.

RESULT: ADOPTED

MOVER: Frank Dertzbaugh

SECONDER: Steve Bohn

AYES: Sue Chambers, Wanda Lynn, Frank Dertzbaugh, Steve Bohn



Open Session
Minutes

IV. North Carroll Business Park

Brian Wagner updated the Board on engineering progress at the NCBP. There will be a minor change at the entrance due to existing wetlands. The IDA will need to work with Ridge in order to accommodate the new proposed entrance.

In order to determine additional costs for the joint SWM project accommodating Ridge Engineering, CLSI will need to do additional design work. Mr. Wagner estimated the cost not to exceed \$10,000.

Steve Bohn made a motion to approve a change order for up to \$10,000 for the additional design work required.

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Frank Dertzbaugh

AYES: Sue Chambers, Wanda Lynn, Frank Dertzbaugh, Steve Bohn

With work progressing on the parcel, Mr. Menasche will contact the Lippy's to discuss the current farm lease.

V. Mt. Airy Business Park

Ms. Sunderland informed the Board that the tenant at the Watersville Road house will be terminating the lease at the end of December. The Board authorized Ms. Sunderland to re-advertise the house for a years' lease.

Mr. Menasche contacted Jeff Harrison to discuss his farm lease on the property. Mr. Menasche will report back to the Board next month with compensation calculations as Mr. Harrison was unable to plant crops due to construction on property.

Mr. Dertzbaugh and Mr. Menasche continue to meet with town officials on this proposed development. The annexation plat has been prepared.

Meeting adjourned at 9:08 am.

Approved and adopted

Frank Dertzbaugh, Secretary