



Open Session
Minutes

September 25, 2019

225 N. Center Street, Westminster, MD 21157

This notice is pursuant to §3-305b(7).

On August 13, 2019 the Board met in closed session to obtain legal advice.

I. Call to Order

The meeting was called to order at 8:00 am on September 25, 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

II. Approval of Minutes

Steve Bohn made a motion to approve the August 13, 2019 minutes.

RESULT: ADOPTED
MOVER: Steve Bohn
SECONDER: Wanda Lynn
AYES: Sue Chambers, Wanda Lynn, Frank Dertzbaugh, Steve Bohn

III. Treasurer Report

Wanda Lynn reviewed the report.

Steve Bohn made a motion to accept the Treasurer's report.

RESULT: ADOPTED
MOVER: Steve Bohn
SECONDER: Frank Dertzbaugh
AYES: Sue Chambers, Wanda Lynn, Frank Dertzbaugh, Steve Bohn

IV. North Carroll Business Park

Jack Lyburn asked the Board to transfer funds for Project Oak to the North Carroll Business Park project. The grant document for Project Oak would need to be modified.



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Wanda Lynn made a motion to modify the grant document for Project Oak and to transfer the project funds to the North Carroll Business Park.

RESULT: ADOPTED

MOVER: Wanda Lynn

SECONDER: Frank Dertzbaugh

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

Following the Board's direction at the August meeting, Mr. Menasche began working to develop an RFP for borings on the 10-acre site adjacent to Fuchs. However, in order to do borings a concept plan is required. Mr. Menasche asked the Board to consider approving an RFP for full engineering of the land parcel, to be awarded in phases: Phase I would deliver a concept plan and borings and Phase II would entail the final engineering of the parcel.

Mr. Bohn made a motion to approve the engineering process as recommended by Mr. Menasche.

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Wanda Lynn

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

Ms. Sunderland noted that while the Board discussed marketing the site at the August meeting, the Board needs to make a motion to allow her to install a marketing sign on the site.

Mr. Bohn made a motion for the IDA to pay for and install a marketing sign on the site and to list it at the price of \$200k an acre.

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Frank Dertzbaugh

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



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V. Mt. Airy Business Park

Mr. Menasche reported that there was no response to the public ad and the Board is free to move forward with the construction of the temporary drainage swale. The contractor must be aware of the situation and stop work immediately if anything is uncovered.

VI. Membership

Ms. Chambers notified the Board that Mr. Ferguson has resigned.

Meeting adjourned at 9:15 am.

Approved and adopted

Frank Dertzbaugh
Secretary