



Open Session
Minutes

November 27, 2019

225 N. Center Street, Westminster, MD 21157

I. Call to Order

The meeting was called to order at 8:00 am on November 27 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: Paige Sunderland, Mike Ensor, Isaac Menasche, Rich Bowie and Jason Stansbury

II. Approval of Minutes

Steve Bohn made a motion to approve the October 30 minutes.

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

III. Treasurer Report

Wanda Lynn reported there is a new CD which will mature in 2020. She collected signatures for the account. Mike Ensor reported that the auditors will attend in January to brief the Board on the annual audit.

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



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IV. Knorr Brake

Rich Bowie, president of Knorr Brake, told the Board that Knorr is consolidating entities. There is an existing forgivable loan document which will need revising as a result of this transaction. For simplicity sake, given Knorr has met all its obligations, Mr. Bowie asked the Board to release the indemnity deed of trust at this time.

Wanda Lynn made a motion to approve removing the debt from the IDA financial statements.

RESULT: ADOPTED

MOVER: Wanda Lynn

SECONDER: Steve Bohn

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

V. Westminster Technology Park

Mr. Menasche reported that the Covenants have been revised and the two lots that were not originally in the Tech Park boundary are now included. The Westminster Technology Lot Owner's Association is officially the governing body of the Technology Park.

VI. Potomac Edison request

Potomac Edison contacted Paige Sunderland to request permission to cut and/or trim several trees on the property as they could cause damage to the wires.

Steve Bohn made a motion to permit Potomac Edison to do the work as requested.

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Frank Dertzbaugh

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

The meeting adjourned at 8:30 am.

Approved and adopted

Frank Dertzbaugh, Secretary