



Open Session
Minutes

April 28, 2021

225 N. Center Street, Westminster, MD 21157

I. Call to Order

The virtual meeting was called to order at 9:00 am on April 28 by Sue Chambers.

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

Other: Paige Sunderland, Isaac Menasche, Mike Ensor, Dave Bowersox and Jack Lyburn.

II. Approval of Minutes

Wanda Lynn noted March minutes need to reflect the solar farm discussion. With that correction, Ms. Lynn made a motion to approve the March 2021 minutes.

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

III. Treasurer Report – Wanda Lynn

Ms. Lynn reviewed the financial report.

Mr. Bohn made a motion to approve the Treasurers Report.

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



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IV. NCBP

Brian Wagner of CLSI reviewed a request from Ridge Engineering to store fill dirt on the NCBP. He noted that the IDA can use the dirt to reduce cut and level their site. Ridge will hire a Geotech to manage the project and ensure only clean, compacted dirt is stored on-site.

The Board discussed the need for coordination between the parties. A separate document should be drafted to detail the process including indemnification for the IDA.

Mr. Bohn made a motion to direct Mr. Bowersox to work with Ridge to allow for the placement of their fill dirt on the NCBP site.

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Frank Dertzbaugh

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

Mr. Lyburn stressed the timing and importance of issuing a RFP for construction work at NCBP. Ridge's project is tied to the NCBP and Ridge is on a tight deadline. Mr. Wagner noted that Ridge is about three months behind the IDA on their project so the timing should not be an issue. Mr. Bowersox recommended that the RFP not be issued without final approval of the plan.

Mr. Wagner said Ridge is asking to acquire approximately 14,000 square feet of land at the NCBP to accommodate a change in their project that is necessitated by the County's installation of an upgraded water line. Mr. Bowersox added that this could be done by a boundary adjustment and no subdivision plat would be required.

Mr. Lyburn recommended the Board sell the land at a price based on \$50,000 per acre, which equals \$16,000.

Mr. Bohn made a motion to sell 14,000 square feet of land to Ridge for \$16,000.

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Frank Dertzbaugh

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



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V. Solar at NCBP

Mr. Bowersox is revising the draft lease so the IDA is landlord only and not a part of the PPI. He noted the town made a recent change in the IR zone that prohibits solar farms in the IR zone. This is something that will need to be resolved and he will talk to Hampstead and SSI on this matter.

VI. Auditing services

Ms. Chambers told the Board that the IDA auditor is increasing prices. Mr. Ensor noted the IDA is a component of County government and both use the same auditor. Ms. Lynn added this arrangement is beneficial. Ms. Chambers will discuss pricing with the audit company.

VII. Watersville Road house

The Board would like to explore selling the house. Ms. Sunderland will see if the current tenant is interested in purchasing the property.

VIII. MOTION TO CLOSE MEETING

Mr. Bohn made a motion to close the meeting pursuant to 3-305(b)4.

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Frank Dertzbaugh

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

Approved and adopted

Frank Dertzbaugh, Secretary