



Open Session  
Minutes

July 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 July 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	Present

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

II. Approval of Minutes

Revisions to the June minutes were discussed and corrected. With noted corrections, Mr. Bohn voted to approve the minutes.

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

III. Treasurer Report – Wanda Lynn

Ms. Lynn reviewed the financial report. She noted the IDA received three grants that are now reflected in the financials. In addition, she explained an entry error that occurred when the bank logged a personal deposit of a board member into the IDA account.

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

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



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IV. NCBP  
a.) Covenants

Mr. Bowersox revised the covenants, deleting all references to a “landowners association”. The IDA will retain the rights and responsibilities of the Developer.

Mr. Dertzbaugh commented on the architectural masonry requirement and allowing the use of solar panels. Mr. Lyburn noted the covenants do allow the Developer to approve modifications to the architectural design, so the Board retains flexibility in its Developer role. After discussion on these items, the Board voted on the covenants as presented.

Mr. Bohn made a motion to approve the covenants for the NCBP.

**RESULT: ADOPTED**

**MOVER:** Steve Bohn

**SECONDER:** Carroll Yingling

**AYES:** Sue Chambers, Wanda Lynn, Steve Bohn, Frank Dertzbaugh, Carroll Yingling

b.) Ridge Engineering

Mr. Bowersox continues to work with Ridge, who was recently acquired by HEICO Corporation. The new entity who will own the land is Tracey Propco. Documents will need to be revised to reflect this. There is a small land area that Tracey Propco will be acquiring from the IDA. Mr. Bowersox will execute a document to release this area from the NCBP covenants. The Board discussed the terms of a land sale to Tracey Propco based on net square footage.

Mr. Dertzbaugh made a motion to sell Tracey Propco the net square footage they will require (TBD) to be based on the price of \$50k per acre.

**RESULT: ADOPTED**

**MOVER:** Frank Dertzbaugh

**SECONDER:** Steve Bohn

**AYES:** Sue Chambers, Wanda Lynn, Steve Bohn, Frank Dertzbaugh, Carroll Yingling



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V. Other

Mr. Lyburn told the Board he expects to have a contract on the Stansbury Kriel property in the next month.

Meeting adjourned 10:15 am.