



Open Session
Minutes

March 29, 2023

225 N. Center Street, Westminster, MD 21157

I. Call to Order

The meeting was called to order at 9:00 am on March 29 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, Jack Lyburn, Brooks Leahy, Amanda Ladzinski, Marty Hackett and Wickersham Construction representatives.

II. Hahn's Architectural Presentation

Mr. Leahy presented Hahn's renderings showing the façade using the MetISpec product and discussed its use at other buildings. The guests left the meeting.

The Board discussed the product. Mr. Bowersox reminded the Board that the NCBP covenants require an entity submit a written request for approval of architectural design.

Frank Dertzbaugh made a motion to have Mr. Bowersox communicate to Mr. Leahy that the Board approves the use of the MetISpan product as it is integral to the building design, but to request that Hahn's look at other color options and use a less aggressive texture design.

RESULT: ADOPTED

MOVER: Frank Dertzbaugh

SECONDER: Carroll Yingling

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



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III. Approval of Minutes

Ms. Lynn asked for the February minutes to be revised to reflect that CD's are still at F&M and treasury bills were bought at NWSB who is offering the highest rates at this time.

With this revision noted Mr. Bohn made a motion to approve the February minutes.

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

IV. Treasurer Report

Ms. Lynn reviewed the financials and noted that the IDA has paid approximately 50% of the White Pine contract to date.

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

Mr. Ensor reported that Carroll County selected Clifton Larson Allen as their new auditing firm.

Mr. Bohn made a motion that the IDA select Clifton Larson Allen for auditing services beginning FY 24.

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



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V. North Carroll Business Park

a.) Road name

After discussion, the Board named the entrance road "Legacy Drive".

b.) Mr. Lyburn said a developer may have interest in purchasing the northern parcel of the NCBP. The Board discussed the appraisal and authorized Mr. Lyburn to negotiate a fee-simple deal accordingly and report back to the Board.

Frank Dertzbaugh
Secretary