



Open Session
Minutes

June 13, 2024

225 N. Center Street, Westminster, MD 21157

I. Call to Order

The meeting was called to order at 9:00 am on June 13 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, Dave Bowersox, Mike Ensor

II. Approval of Minutes

Wanda Lynn moved to approve the minutes.

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

III. Treasurer Report

Wanda Lynn reviewed the report. She will be exploring options for a CD that is expiring soon.

Mr. Bohn made a motion to approve the Treasurer report.

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



Open Session
Minutes

IV. North Carroll Business Park

a. Easement expansion request

Ms. Sunderland said the town is requesting an additional 20' to be added to the existing easement on the northern section. They want better access to their pump station located behind the IDA land.

Mr. Dertzbaugh made a motion to approve this request.

RESULT: ADOPTED

MOVER: Frank Dertzbaugh

SECONDER: Steve Bohn

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

b. Sewer easement request

The town has a proposed project on the east side of MD 30. They have asked the IDA to consider allowing a sewer line for this development within the existing easement on the IDA land. The Board asked Ms. Sunderland to explore this in more detail and bring site plans to the next meeting.

c. Traffic access

Mr. Dertzbaugh noted that the proposed traffic access point seems to take out a large portion of prime developable land. He asked if the engineer could take another look at this for an alternative.

d. NCBP – northern section

The Board discussed options for developing vs. selling the property raw. The Board would like to know the value of the land in raw and finished condition for marketing purposes.

Ms. Chambers made a motion to conduct an appraisal on the property.

RESULT: ADOPTED

MOVER: Sue Chambers

SECONDER: Frank Dertzbaugh

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



Open Session
Minutes

Ms. Sunderland suggested an appraisal on the Westminster Technology Park acreage as recent sales suggest the land's value has increased significantly.

Mr. Bohn made a motion to conduct an appraisal on the Westminster Technology Park lot.

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Wanda Yingling

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

V. Hahn's Update

Mr. Bowersox noted the town will meet next week to consider final site plan approval. Ms. Sunderland will send a letter to the town noting that the project does not have IDA architectural approval.

VI. Adjourn

Frank Dertzbaugh
Secretary