



Open Session
Minutes

July 25, 2018

225 N. Center Street, Westminster, MD 21157

I. Call to Order

The meeting was called to order at 8:00 am on July 25, 2018 by Sue Chambers.

Attendee Name	Title	Status
Sue Chambers	Chair	Present
Frank Dertzbaugh	Secretary	Present
Art Seibel	Treasurer	Present
Tom Ferguson	Board member	Present
Steve Bohn	Board member	Present

Other: Isaac Menasche, Jack Lyburn, Paige Sunderland, Mike Ensor

II. Approval of Minutes

Tom Ferguson made a motion to approve the minutes.

RESULT: ADOPTED

MOVER: Tom Ferguson

SECONDER: Steve Bohn

AYES: Sue Chambers, Tom Ferguson, Steve Bohn, Art Seibel, Frank Dertzbaugh

III. Treasurer Report

Art Seibel reported that the auditors will be back in September. The proceeds from the Warfield settlement will be put into a CDARS account at ACNB.

Mr. Ferguson made a motion to accept the Treasurers report.

RESULT: ADOPTED

MOVER: Tom Ferguson

SECONDER: Steve Bohn

AYES: Sue Chambers, Steve Bohn, Tom Ferguson, Art Seibel, Frank Dertzbaugh



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IV. Open Meetings Law

Mr. Menasche briefed the Board on the report from the Compliance board. Mr. Menasche recommended a few procedural changes. As Secretary, Mr. Dertzbaugh has volunteered to be the designated trained Board member on Open Meetings Laws.

V. North Carroll Business Park

Mr. Menasche reviewed a purchase proposal before the Board and recommended changes for the Board's approval.

Mr. Seibel made a motion to approve the changes in the purchase proposal.

RESULT: ADOPTED
MOVER: Art Seibel
SECONDER: Steve Bohn
AYES: Tom Ferguson, Steve Bohn, Sue Chambers, Frank Dertzbaugh, Art Seibel

VI. Westminster Technology Park covenants

Mr. Menasche presented revised covenants that are being reviewed by the current Association (lot owners). He asked the Board to approve changes.

Mr. Bohn made a motion to approve the changes to the covenants as presented.

RESULT: ADOPTED
MOVER: Steve Bohn
SECONDER: Frank Dertzbaugh
AYES: Tom Ferguson, Steve Bohn, Sue Chambers, Frank Dertzbaugh, Art Seibel

VII. Request for temporary parking at the Westminster Tech Park

Ms. Sunderland was contacted by CJ Miller who is a contractor working on the MD 97 improvements. During the road construction project they would like to park vehicles and equipment on lot #1B which is owned by the IDA.

After discussion, Mr. Dertzbaugh made a motion to authorize Mr. Menasche to work with the Lot Owner's Association on this request.



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RESULT: ADOPTED

MOVER: Frank Dertzbaugh

SECONDER: Steve Bohn

AYES: Tom Ferguson, Steve Bohn, Sue Chambers, Frank Dertzbaugh, Art Seibel

VIII. Mt. Airy Business Park

A. Mr. Menasche was contacted by an adjacent property owner who claims a tree has fallen on her shed roof. Ms. Sunderland visited the property and shared photos of her findings. The Board recognizes the trees need to be cut back or down to prevent property damage and asked Ms. Sunderland to work on the issue.

B. Annexation and other agreements

Mr. Menasche has been working with the County to identify land that can be used for recharge. In addition, the County needs to sign the MDE document. Mr. Lyburn and Mr. Devilbiss will be on the Commissioner's agenda with these items.

IX. Membership

Mr. Seibel announced he will be resigning from the IDA due to work commitments. The Board thanked him for his time and efforts as our Treasurer.

After a brief discussion on the need for the replacement to have the accounting skills necessary for the Treasurer position, Ms. Chambers noted interest from Wanda Lyn at RLH Accountants and reviewed her credentials with Board members

Mr. Bohn made a motion to ask Ms. Lyn to serve as Treasurer for the remaining of Mr. Seibel's term.

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Tom Ferguson

AYES: Tom Ferguson, Steve Bohn, Sue Chambers, Frank Dertzbaugh, Art Seibel

X. Motion to adjourn



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Mr. Bohn made a motion to adjourn.

RESULT: ADOPTED

MOVER: Steve Bohn

SECONDER: Art Seibel

AYES: Tom Ferguson, Steve Bohn, Sue Chambers, Art Seibel, Frank Dertzbaugh

The next Board meeting will be held on Wednesday, August 29, 2018.