



Open Session
Minutes

October 24, 2018

225 N. Center Street, Westminster, MD 21157

This notice is pursuant to §3-305.

On September 26, 2018 the Board did not meet in closed session.

I. Call to Order

The meeting was called to order at 8:00 am on October 24, 2018 by Sue Chambers.

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

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

II. Approval of Minutes

Wanda Lynn made a motion to approve the minutes.

RESULT: ADOPTED

MOVER: Wanda Lynn

SECONDER: Frank Dertzbaugh

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh

III. Treasurer Report

Wanda Lynn reviewed the financial report. She will be working on distributing funds evenly amongst banks over the next few weeks.

Mike Ensor reported that the IDA audit is on the second partners' review. Dan Kenny will present the audit to the IDA when it is finalized.

Tom Ferguson made a motion to accept the Treasurers report.

RESULT: ADOPTED

MOVER: Tom Ferguson

SECONDER: Frank Dertzbaugh

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh



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IV. Mt. Airy Business Park Drainage

Ms. Sunderland briefed the Board on the flooding situation that has been occurring along Boteler Road in Mt. Airy. The problem is a mixture of a naturally occurring problem as result of topography and the fact that several developments have been allowed to develop without storm water facilities prior to the current storm water regulations. These residential developments appear to have channeled their storm water under route 27 and onto the IDA property. The County is interested in pursuing a joint project to resolve the flooding issue. Ms. Sunderland introduced Gale Engles, Bureau Chief of Water Resource Management.

Ms. Engles noted the flooding has been going on for years prior to the IDA acquiring the property. Recent weather conditions have made the flooding more frequent and more severe. Ms. Engles described a possible joint venture intended to address the matter. The IDA would fund and construct a swale along the edge of its property near the Boteler Road residences to capture and channel the water. The County would agree to fund and construct a temporary sediment basin for the swale to drain into. The basin would be placed in an area that would be suitable for a SWM pond when the IDA develops the site. The County would maintain the pond until the IDA developed or sold the property. Estimates for the construction of the swale were previously obtained and not pursued because of the costs and because the swale would have to be removed upon development of the park. This proposal is advantageous because the sediment pond would serve as a storm water management facility for the park. CLSI Inc. is on the County's vendor list and also was awarded the RFP for the development of the Mt. Airy Business Park. CLSI could design the temporary basin and SWM pond at the same time.

Tom Ferguson made a motion to authorize Mr. Menasche to draft a Memorandum of Understanding with the County and approval to fund up to \$150,000 for the construction of the swale for this project contingent on the County agreeing to pay for and agree to maintain the sediment/storm water pond.

RESULT: ADOPTED

MOVER: Tom Ferguson

SECONDER: Frank Dertzbaugh

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh



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V. North Carroll Business Park

Paige Sunderland met with County Public Works regarding another joint venture of constructing a sewer pumping station in Hampstead that would serve the County's future needs and incorporate the needs of the North Carroll Business Park. The County would agree to fund a portion of the project and the IDA would contribute funds to cover the costs relative to the needs of the North Carroll Business Park. DPW would manage the project on behalf of both parties. Estimates of the cost of constructing separate pumping stations were obtained and each entity could benefit financially by building a single pumping facility. The proposal is that each side would share in the costs in relative proportion to the sewage pumping needed for each. The IDA's anticipated costs were estimated at \$475,000.

Mr. Ferguson made a motion to authorize Mr. Menasche to draft a MOU with the County and approve to fund up to \$475,000 to cover the IDA costs of this project.

RESULT: ADOPTED

MOVER: Tom Ferguson

SECONDER: Frank Dertzbaugh

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh

VI. Dulaney Property

Now that the Freedom Plan has been adopted, Mr. Lyburn will be approaching the Board in the coming weeks to request the transfer of the Dulaney Property to the IDA for the development of an Employment Campus.

VII. Acceptance/Reallocation of grants

Mr. Lyburn would like the IDA (subject to the appropriate agreements being prepared or revised and executed) to either grant or reallocate Economic Development Grants as follows:

- a. Accept a new \$77,931 grant from Economic Development to reimburse IDA for procuring water allocations to permit the site plan for Fairlawn Tool to be accepted by the city during its recent water moratorium and thereby avoid losing this industrial client.

Motion by Tom Ferguson to accept a grant from Economic Development to be used for stated purpose.



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RESULT: ADOPTED

MOVER: Tom Ferguson

SECONDER: Frank Dertzbaugh

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh

- b. Accept a new \$53,582 grant from Economic Development to reimburse IDA for a payment towards a sewer study at Warfield.

Motion by Frank Dertzbaugh to accept a grant from Economic Development to be used for stated purpose.

RESULT: ADOPTED

MOVER: Frank Dertzbaugh

SECONDER: Wanda Lynn

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh

- c. Revise existing grant agreements to transfer \$1,000,000 from “infrastructure grant 2013” and \$245,000 from “Economic Development Grant” to the North Carroll Business Park.

Mr. Ferguson made a motion to approve the request as stated.

RESULT: ADOPTED

MOVER: Tom Ferguson

SECONDER: Frank Dertzbaugh

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh

- d. Revise an existing grant agreement regarding the Fuchs North America project so as to transfer \$85,348 remaining in Fuchs account to the North Carroll Business Park.

Mr. Ferguson made a motion to approve the request as stated.

RESULT: ADOPTED

MOVER: Tom Ferguson

SECONDER: Frank Dertzbaugh

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- e. Revise an existing grant agreement of \$150,000 Project Ice to be used for Project Oak. Mr. Menasche will also need to draft a grant agreement from the IDA to Project Oak prior to fund disbursement.

Mr. Dertzbaugh made a motion to approve the request as stated.

RESULT: ADOPTED

MOVER: Frank Dertzbaugh

SECONDER: Tom Ferguson

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh

- f. Revise an existing Feeser grant agreement to transfer the \$35,000 grant to the North Carroll Business Park.

Mr. Ferguson made a motion to approve the request as stated.

RESULT: ADOPTED

MOVER: Tom Ferguson

SECONDER: Frank Dertzbaugh

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh

- g. Revise the existing technology grant agreement to transfer \$104,634 remaining in the first Tech Center grant to the North Carroll Business Park.

Mr. Dertzbaugh made a motion to approve the request as stated.

RESULT: ADOPTED

MOVER: Frank Dertzbaugh

SECONDER: Wanda Lynn

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh

- h. Approve a new grant agreement from the IDA to Knorr Brake for \$200,000.

Mr. Dertzbaugh made a motion to approve the request as stated.

RESULT: ADOPTED

MOVER: Frank Dertzbaugh

SECONDER: Wanda Lynn

AYES: Sue Chambers, Tom Ferguson, Wanda Lynn, Frank Dertzbaugh



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VII. Mt. Airy Business Park

Within the next two weeks, Mr. Lyburn and Mr. Devilbiss will go before the Board of County Commissioners to seek approval of the re-charge area for Mt Airy Business Park.

VIII. Holiday Dinner

At this Board's directive, Ms. Sunderland will arrange a holiday celebration for early December. Details will be announced at a later time.

IX. Motion to adjourn

Mr. Ferguson made a motion to adjourn.

RESULT: ADOPTED

MOVER: Tom Ferguson

SECONDER: Wanda Lynn

AYES: Sue Chambers, Wanda Lynn, Frank Dertzbaugh, Tom Ferguson

The next Board meeting will be ton Wednesday, November 28, 2018