



**CALVERT COUNTY  
ECONOMIC DEVELOPMENT AUTHORITY**

175 Main Street  
Prince Frederick, Maryland 20678  
410-535-4583  
www.calvertcountymd.gov

*Board of Commissioners*  
Christopher J. Gadway  
Earl F. Hance  
Mike Hart  
Kelly D. McConkey  
Steven R. Weems

**MINUTES  
Virtual Meeting Via Zoom  
May 09, 2022**

- MEMBERS PRESENT:** Dawn Balinski, Theresa Kuhns, Larry Jaworski, Dana Jones, Warren Rice, Terri Wolfley
- MEMBERS ABSENT:** Michael Benton, Commissioner Hance
- STAFF PRESENT:** Danita Boonchaisri, Kathy MacAdams, Sandra Staples, Julie Oberg
- GUESTS:** None

\*Excused Absence

**I. Call to Order**

The meeting was called to order at 8:12 a.m., by Dana Jones, Vice Chair.

**II. Call for Agenda Revisions and Approval of Agenda**

A **motion** was made by Larry Jaworski to approve the agenda as revised. The motion was seconded by Dawn Balinski and carried. (All in favor, none opposed.)

**III. Approval of Minutes from the January 10, 2021, Regular Meeting and Closed Session Meeting**

On a **motion** by Balinski, seconded by Jaworski, and carried, the Regular Meeting Minutes from the Jan. 10, 2021, meeting were approved as submitted. (All in favor, none opposed.)

On a **motion** by Balinski, seconded by Jaworski, and carried, the Closed Session Meeting Minutes from the Jan. 10, 2021, meeting were approved as submitted. (All in favor, none opposed.)

**IV. Old Business**

**A. Calvert County Industrial Park (CCIP)**

**1. Forest Retention/SWM/Map Correction**

Danita Boonchaisri referenced the storm water pond adjacent to the EDA property. Calvert County Department of Public Works hired an engineer to do as-builts on the pond. Results came back in early April and DPW staff is working to address pond deficiencies. DPW believes they have the funding to repair the pond if it requires renovations and wouldn't come back to the EDA for funding. Boonchaisri stated EDA's leftover funds from pond maintenance expense was used to pay for the as-builts for engineering to conduct this assessment.

## 2. Property Owners

Boonchaisri referenced information is in hand for how to set up a Property Owners Association, but the decision was made to delay pursuit of this until after 2022 elections. Julie Oberg confirmed and suggested EDA should review the legal analysis in the near future.

### B. ARPA Funding

Kathy MacAdams shared an overview of the ARPRA funds timeline. A Federal Grants Coordinator position is currently being reviewed by Calvert County Human Resources staff for advertisement and hiring. That person will be responsible for managing the grant applications received. Advertisement for the position should go out within the next week or two.

MacAdams shared that the funds will be used to help Calvert County businesses with improvements or expansion. Grants will be capped at \$50,000 per application and the deadline to use these funds is Dec. 31, 2024.

Balinski asked if all EDA loans are current and up to date. MacAdams confirmed all are current.

### C. Member Terms and Vacancies

EDA member, Terry Burka resigned leaving a vacancy. Boonchaisri asked members to recommend anyone who would be interested in joining. Reappointment applications for Terri Wolfley and Dana Jones were completed and sent to the BOCC office to be placed on an upcoming BOCC agenda.

## V. Recess, subject to Motion of Privilege for Closed Meeting

On a **motion** by Jaworski, seconded by Jones and carried, (all in favor, none opposed) the Economic Development Authority (EDA) recessed into closed session at 8:21 a.m., pursuant to General Provisions Article 3-305 of the Annotated Code of Maryland, to discuss two (2) items:

Business Matters – [3-305(b)(4)] - The EDA will discuss two (2) matters that concern the proposal for a business or industrial organization to locate, expand or remain in the state. Closed Session adjourned at 8:33 a.m.

## VI. Public Comment

With no one from the public being present, a call for public comment was not conducted.

## VII. Announcements

At the Jan. 10, 2021, meeting, one (1) item was discussed in closed session.

## VIII. Next Meeting

The next EDA meeting is tentatively scheduled for **Monday, June 13, 2022**, at 8 a.m.

## IX. Adjournment

There being no further business for the EDA, a **motion** to adjourn was made by Jones at 8:39 a.m. The motion was seconded by Warren Rice and carried. (All in favor, none opposed.)

# ECONOMIC DEVELOPMENT AUTHORITY

## Written Statement for Closing a Meeting under the Open Meetings Act

Date: MAY 09, 2022

Time: 8:21 A.M.

Location: VIRTUAL MEETING VIA ZOOM

Motion to close meeting by: WARREN RICE

Seconded By: LARRY JAWORSKI

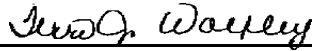
### STATUTORY AUTHORITY TO CLOSE SESSION, General Provisions Article, §3-305(b) (check all that apply):

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) To protect the privacy or reputation of individuals concerning a matter not related to public business;
- (3) To consider the acquisition of real property for a public purpose and matters directly related thereto;
- (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) To consider the investment of public funds;
- (6) To consider the marketing of public securities;
- (7) To consult with counsel to obtain legal advice on a legal matter;
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations;
- (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

### FOR EACH CITATION CHECKED ABOVE, THE REASONS FOR CLOSING AND TOPICS TO BE DISCUSSED:

§3-305(b) (4) Discussed confidential matters pertaining to status of existing loans. Discussed confidential matters pertaining to Calvert Industrial Park lots.

§3-305(b) ( ) \_\_\_\_\_

This statement is made by: **Terri Wolfley, Chair**, Presiding Officer:   
SIGNATURE

### WORKSHEET FOR USE IN CLOSED SESSION (CHECKLIST OF DISCLOSURES TO BE MADE IN MINUTES OF NEXT REGULAR MEETING- NOT A PART OF THE CLOSING STATEMENT)

PERSONS ATTENDING CLOSED SESSION: SEE EDA 05/09/2022 OPEN SESSION MINUTES FOR LIST OF ATTENDEES

TOPICS ACTUALLY DISCUSSED: Discussed confidential matters pertaining to status of existing loans. Discussed confidential matters pertaining to Calvert Industrial Park lots.

ACTION(S) TAKEN (IF ANY) AND RECORDED VOTES: DISCUSSED CONFIDENTIAL MATTERS PERTAINING TO CALVERT INDUSTRIAL PARK LOTS. DISCUSSED CONFIDENTIAL MATTERS PERTAINING TO CURRENT LOAN STATUS. NO VOTES WERE CONDUCTED.

TIME CLOSED SESSION ADJOURNED: 8:33 A.M. PLACE OF CLOSED SESSION VIRTUAL MEETING VIA ZOOM

PURPOSE OF CLOSED SESSION: DISCUSSED CONFIDENTIAL MATTERS PERTAINING TO CALVERT INDUSTRIAL PARK LOTS. DISCUSSED CONFIDENTIAL MATTERS PERTAINING TO EXISTING CEDLF LOANS.

STATUTORY AUTHORITY FOR THE CLOSED SESSION: §3-305(b) (4); ( ) ; ( )

MEMBERS WHO VOTED TO CLOSE: MOTION TO CLOSE BY WARREN RICE, SECONDED BY DAWN BALINSKI. (ALL IN FAVOR, NO OPPOSED)