

BAINBRIDGE DEVELOPMENT CORPORATION
BOARD MEETING – PUBLIC SESSION MINUTES

BDC Office 748 Jacob Tome Highway Port

Deposit, MD 21904

June 26, 2023 5:00PM

VIA TEAMS

Meeting ID: 219 336 491 170

Passcode: kZA2NY

Participants: In person: Carl Roberts, Toni Sprenkle, Jen Peterson, Mario Gangemi, Bill Sorenson, Dave Rudolph, Chick Hamm, Danielle Hornberger, Jane Bellmyer, Richard and Tiffany Labhart, Eloise Willey, Ann Cifaldo.

Virtual: Jim Reynolds, Joe Brant, Roop Vijayan, Cat Mater, Elizabeth Hughes, Wayne Tome Jr., Tom Sadowski, Steve Cassard.

Absent: Matt Roath, Martha Barchowsky.

Meeting called to order at 5:00 pm

WELCOME & PURPOSE: Carl Roberts, Chairman

AGENDA APPROVAL: *Motion to approve agenda made by Director Gangemi, second by Treasurer Hamm. Directors' Roath and Barchowsky-absent.*

ANNOUNCEMENTS: Former Board Member Cynthia Rossetti remembered. Executive Director Sprenkle announced that in her honor, a tree will be planted as requested in her obituary. Carl announced newly elected Mayor of Port Deposit, Wayne Tome Jr. and Randa Thiele, Council member. E.D. Sprenkle also announced plans for Bainbridge Sunday in September 17th where an onsite tour is set to take place if permissible due to construction. The tour will utilize the 222 gate entrance and visitors will remain on bus. The tour will circle around the landfill area and WAVES Building. Sprenkle also unveiled a Navy ship mural that was returned to Bainbridge USNTC by the Sotos' family. Commander George Sotos and family donated several of his items in addition to the mural, including many uniforms, hats, photographs, and a WAVES yearbook. One of his uniform jackets will be preserved and framed for the BDC office.

APPROVAL OF MINUTES:

May 2023– attached.

Motion to approve minutes made by Treasurer Hamm second by Director Gangemi. Directors' Roath and Barchowsky-absent.

TREASURERS REPORT: Raymond Hamm, Treasurer

May 2023 – reports attached.

BDC still remains in good standing with almost 1 million dollars in liquidity. BDC received the annual payment of \$300,000 from MTPM to be put in BDC's money market account. BDC saw some increased expenses due to the office renovation, roof repair at Headmaster's house and the railroad embankment repairs. Even though these costs were above normal operating costs, BDC was prepared to shoulder them. The FY23 audit process is set to begin on July 26th. Treasurer

Hamm recommends moving \$75,000 of the \$300,000 to BDC's operating account and place the remainder in the MLGIP account.

*Motion to accept recommendation made by Treasurer Hamm, seconded by Director Rudolph.
Roll Call Vote: C. Roberts-Y, D. Gangemi-Y, D. Sorenson-Y, Rudolph-Y, D. Barchowsky-Absent, D. Brant-Y, D. Roath-Absent.*

FY24 Budget does not include ESCA projected \$405k which will be less than total earned this year. The upcoming budget assumes BDC will fund expenses as money is available. No large projects are expected this coming year, budget anticipates usual expenses. Budget anticipates a surplus of \$11 thousand.

Chairman Roberts commented that when BDC phases out expenses and spending need to be conservative to ensure all expenses are covered.

*Motion to approve Treasurer's report made by Chairman Roberts, second by Director Brant.
Roll Call Vote: D. Gangemi-Y, D. Sorenson-Y, D. Barchowsky-Absent, D. Brant-Y, V.C. Reynolds-Y, T. Hamm-Y, D. Rudolph-Y, D. Roath-Absent.*

COMMITTEE REPORTS:

Tome School – A PowerPoint presentation was presented to the board focusing on the roof repairs made a Headmaster House. The committee is still waiting on graffiti removal and masonry repairs as well as DNR's next update.

Environmental – Director Gangemi reports that MDE has accepted the inspection report for the railroad embankment. Alternative Energy responses due from interested parties by June 30th.

EXECUTIVE DIRECTOR'S REPORT:

Phase 1, Phase 1A and Phase 2 tenant activity and interest across the board. Buildings B and C are the most popular and close to completion. Building site, A has also generated a lot of interest as it is pad ready and 2 years ahead of most other sites. MRP held a broker event on 6/22 which was very successful and generated a lot of interest.

Public question by Anna Cifaldo asking about building D area. ED Sprenkle advised that the plan for that area is also a warehouse. Rick Labhart asked about landscaping and privacy wall near his property line, but ED Sprenkle does not have an update on the start of that project.

Phase 1A: Hot spots have been completed, and we are awaiting a close out letter from MDE.

Phase 2: Crews have mobilized to find any ACM on site and have located some burial pits, once they have finished delineation, they will move to Phase 1A.

Infrastructure: BDC and MRP Development Service Agreement has been approved. This will initiate the process so that funds do not trickle through too many entities. ED Sprenkle presented the board with a memo regarding the DGS Infrastructure Grant as well as the spreadsheets she uses to ensure that BDC budget for ESCA related funds mirrors the Navy budgeting process. This also ensures a clean audit.

Pirate Takeover Sponsorship: Port Deposit Town Event on September 16 and 17th. BDC was a \$2500 sponsor of the event last year.

Motion to sponsor the Pirate Takeover Event in the amount of \$2500. Made by Director Gangemi, second by Director Sorenson. Roll Call Vote: D. Gangemi-Y, D. Sorenson-Y, D. Barchowsky-Absent, D. Brant-Abstained, V.C. Reynolds-Y, T. Hamm-Y, D. Rudolph-Y, D. Roath-Absent.

Resolution to previous question about sponsorships at last meeting: Chairman Roberts would like for the board to focus on sponsoring Town of Port Deposit Events however, he notes county and MEDA events have been supported in the past. ED Sprenkle added a memo to the meeting packet for the board to review that speaks to an amendment approved by the board for donating or sponsoring events and organizations.

PUBLIC COMMENTS: Wayne Tome Jr. thanked everyone for their congratulations on being elected Mayor.

SUMMARY COMMENTS & ADJOURN:

Motion to adjourn open session meeting made by Director Gangemi, second by Treasurer Hamm. All in favor.

Open Session adjourned at 6:00 pm

Bainbridge Development Corporation Board of Director's will hold their next open session meeting, Monday July 17th at 5:00PM

