

# ECONOMIC DEVELOPMENT INCENTIVE FUND COMMISSION

## **Business Meeting Minutes for August 16, 2021**

### **I. Call to Order and Determination of Quorum**

The business meeting was called to order by Chairman Mike Whitehill at 9:00 a.m. in the County Commissioners Chambers, 107 N. Liberty Street Centreville, MD. Due to COVID-19 restrictions being reduced, the meeting was held in-person or via Zoom. The following board members were present and represented a quorum:

Mike Whitehill, Chairman  
Bill Walmsley  
Patrick Perry  
Thomas Glen  
Todd Mohn, County Administrator

Staff Present:

Heather Tinelli, Director, Economic & Tourism Development  
Rebecca Lepter, Economic Development Coordinator  
Lisa Gallow, Office Coordinator, Economic & Tourism Development (via Zoom)

### **II. Approval of Agenda:**

On a motion made by Mr. Whitehill and seconded by all members present, the August meeting agenda was amended to include an update on SRR Holdings LLC (The Station Steak and Grille/Barbecue Bueno).

### **III. Approval of Minutes:**

On a motion made by Mr. Walmsley and seconded by Mr. Glen, the July meeting minutes were approved by a unanimous vote of the members present.

**IV. Department Update:** Heather Tinelli, Queen Anne's County Economic & Tourism Director, provided the Commission with a department update. Recent business visits include AZZ Enclosure Systems, REEB Millwork, Harbor Sales and Federal Resources. The Maryland Department of Commerce Business Recruiter will be coming to Queen Anne's County on August 25<sup>th</sup> for a tour of the area. The department will be attending MACo (Maryland Association of Counties) in Ocean City this week. The Visitor Guide has been completed and will be released soon. Upcoming projects include a Queen Anne's County property inventory.

### **V. Old Business:**

- A. Fund Balance Update:** No withdrawals or deposits have been made since the July meeting. The current fund balance is \$296,499.
- B. Authentik Solutions-Update:** Authentik Solutions paid \$3,100 in 2018 and have not made any further payments. In May 2020, Mrs. Tinelli sent a certified letter to Authentik Solutions stating that they were in default of their loan, behind on employment number reporting, and requested they contact her. Mrs. Tinelli and Commissioner Chris Corchiarino met with Mr. Ciras on Wednesday, October 21, 2020, at which time they agreed to make a payment of at least \$1,000. As of January 2021, Queen Anne's County Finance has not received a payment from Authentik Solutions. County Attorney, Patrick Thompson has filed suit against Authentik Solutions, which has been received by the company. Mr. Ciras responded by proposing a full re-payment of the loan (\$46,900) plus interest (3%) over the next 22 months satisfying

the loan re-payment by December 31, 2022. Re-payment is proposed to begin the second quarter of 2021. After the May Commission meeting, Mrs. Tinelli presented the Commission's response to Mr. Cirra's proposed repayment plan. The Commission voted that Mr. Cirra will owe \$3,000/month plus interest effective immediately. Mr. Cirra responded that he would only be able to commit to a payment of \$2,000/month until September 31, 2021, at which time he will begin making \$3,000/month payments. Since May, no payments have been received. As of August, County Attorney, Patrick Thompson has filed an order for an oral examination.

- C. Kent Island Crab Cakes Request-Update:** At the July Commission meeting, Mrs. Tinelli presented a funding application from Kent Island Crab Cakes requesting \$38,500 for the purpose of purchasing a new Bally Walk-In Freezer to accommodate increased volume of business, increased capability of fulfillment with local business owners, and to take advantage of special pricing offered on seafood products. The Commission is requesting that Kent Island Crab Cakes financially contribute to the equipment purchase by paying 10% of the cost. Mrs. Tinelli followed up with Kent Island Crab Cakes who have agreed on contributing 10%, reducing their request to \$28,500. On a motion made by Mr. Walmsley and seconded by Mr. Whitehill, the EDIF Commission is recommending the Commissioners approve \$28,500 for the purchase of equipment with the incremental creation of two (2) full-time jobs, and one (1) part-time job within three (3) years from the date of final disbursement of funds. The company would also be required to maintain the employment level and remain in full operation in the county for a total of five (5) years. This recommendation will be presented to the County Commissioners in September.

**D. Participant Updates:**

- a. **Talisman Therapeutic Riding:** Per their EDIF agreement, Talisman Therapeutic Riding was required to have three (3) full time positions and maintain those positions until 2023. Currently, they have eight (8) full time positions, and five (5) part time positions.
- b. **Sudlersville Community Laundromat:** After a meeting with the Queen Anne's County Health Department the Laundromat decided to hold off on submitting a grant to the Rural Maryland Council for a commercial kitchen incubator until a feasibility study was done. USDA-CBDG has approved the County to apply for a \$50K CBDG grant to fund the feasibility study.
- c. **SRR Holdings, LLC (not on agenda):** SRR Holdings has received a significant amount of money from the SBA Restaurant Revitalization Fund. Their current EDIF agreement states that they will need to employ six (6) full time, and four (4) FTEs by July 16, 2022. Second quarter employment numbers are due now. The Commission plans to follow up with SRR Holdings depending on their current employment numbers. Mr. Walmsley has requested a SCORE meeting with the business.

**VI. New Business:**

- A. Faith's Journey Assisted Living-New Request:** This request was put on hold due to a development with the property the applicant was planning to purchase. The committee will re-visit if the status of the business location changes.
- B. Branding:** Mrs. Tinelli presented the County's new branding platform, Queen Anne's County – Where Shore Living Begins, to members of the committee and discussed the ways in which it will be applied throughout the county.

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- VII. **Adjournment:** On a motion made by Mr. Whitehill and seconded by Mr. Walmsley , the regular Commission meeting was adjourned at 10:24 a.m.