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Council Membership Meeting August 6, 2025

Officer	Name	Representing	MEETING ATTENDANCE		
			Aug'24	Apr'25	Aug'25
Chairman	Commissioner Dave Caporale	Allegany County	P	P	P
	Commissioner Bill Atkinson	Allegany County	E	E	E
	David Nedved	Allegany County	P	P	P
	Eugene Frazier	Allegany County Municipalities	P	P	E
	Todd Logsdon	Allegany County Municipalities		P	P
	Robert Smith	Allegany County At-Large	P	E	P
	Stephen Nelson	Allegany County At-Large	P	P	P
	Commissioner Paul Edwards	Garrett County	P	P	P
Vice Chairman	Commissioner Larry Tichnell	Garrett County	P	P	P
	Steve Kelley	Garrett County	P	P	P
	Jay Moyer	Garrett County Municipalities	E	P	E
	Spencer Schlosnagle	Garrett County Municipalities	E	P	P
	David Moe	Garrett County At-Large	P	P	P
	Merlin Beitzel	Garrett County At-Large	P	P	P
	Commissioner Jeff Cline	Washington County	P	P	P
	Commissioner Randal Leatherman	Washington County			P
Secretary/Treasurer	Linda Spence	Washington County	P	P	P
	Howard Long	Washington County Municipalities	P	P	P
	Bill Green	Washington County Municipalities			P
	Roger Fairbourn	Washington County At-Large	P	P	P
	Jack Miller	Washington County At-Large	E	P	P
	Senator Mike McKay	Maryland State Senate District 1	E	E	P
	Senator Paul Corderman	Maryland State Senate District 2	E	E	E
	Delegate Jim Hinebaugh	Maryland House of Delegates District 1A	P	P	P
	Delegate Jason Buckel	Maryland House of Delegates District 1B	E	P	E
	Delegate William Wivell	Maryland House of Delegates District 2B	E	E	E
Tri-County Council Staff: Elizabeth Stahlman, Guy Winterberg, Amy Jacobs, Christie Wakefield, Chris Funk, Ryan Davis, Elaine Jones					
Guests: Jodi Broadwater, Jayci Shaw Duncan, Kim Durst, David Jones, Connor Norman, Kevin Null, Andrew Sargent, Rob Duncan, Courtney Jensen, Tracy Kelley, Robin Summerfield, Bill Valentine, Delanie Blubaugh, Jonathan Horowitz, Julie McCoy, Richard Midcap, Ryan Savage, Nick Sharps, Jennifer Walsh, Nadine Green, Jen Smith					

- I. Call to Order – Chairman Caporale called the meeting to order at 5:12 pm at Brewery and the Beast in Accident, Maryland.
- II. Welcome & Introduction of Guests – Chairman Caporale welcomed the members and guests and introduced Commissioner Randal Leatherman, Mayor Bill Green and Mayor Todd Logsdon who are the newest members of the Board.
- III. Special Recognition – Chairman Caporale recognized Bob Smith for his 26 years of serving on the Board of Directors.
- IV. Approval of the Agenda

Paul Edwards moved to approve the agenda as presented, Roger Fairbourn seconded the motion, and the motion carried.
- V. Minutes of April 23, 2025 – Chairman Caporale presented the minutes of the April 23, 2025 meeting, and noted that they were previously distributed to the membership.

Roger Fairbourn moved to approve the minutes of April 23, 2025 as presented, Jeff Cline seconded the motion, and the motion carried.
- VI. Financial Report –
 - A. Introduction and Background – Elaine Jones introduced herself and gave a brief employment history. We are currently still working with the financial consultant that has provided financial services for TCC over the past two years.
 - B. VLT Audit Completed – The VLT Audit was completed May 28, 2025 as required by the State. The auditor gave an unqualified opinion with no material weaknesses which is what you strive to achieve in an audit.
 - C. Financial Audit Status – The current agency wide audit is underway and will be completed by September 30, 2025 at which time it is required to be submitted to the Federal Audit Clearinghouse.
 - D. First United Investment Account – The Council has an investment fund with First United Bank that currently earns over 4%. A more detailed report on that fund will be provided in the future.
- VII. Staff, Committee and Liaison Reports
 - A. Director's Report – Elizabeth Stahlman reported that the location of the meeting is one of our existing loan fund clients we were able to assist with financing. We are hopeful that federal funds from ARC and EDA for Council operations will remain level, although programmatic funding for grants may be reduced. Invitations for ARC project applications were sent earlier than usual

this year and are due in September. We have asked applicants to review applications with TCC staff prior to submittal due to new federal policies.

Over the past several months she has been working on the Rural Tech Network and is serving as Co-Chair to establish this in WMD. She attended that DDAA Conference in Pittsburgh and serves on the Board as the only LDD Director in MD. We are working with PPR to assist with new strategies and marketing for the RLF program.

TCC has been asked to assist as part of the Georges Creek Task Force as note taker and report writer. The report will be written in time to assist in decision making for the 2026 legislative session.

TCC released an RFP for a EPA Brownfield assessment grant. The grant can cover a feasibility study for Western Maryland as well as a total of \$1.5 million for environmental work such as Phase I and II studies as well as remediation.

This year the annual ARC Conference will be held at Frostburg State University on October 6-7. Governor Wes Moore currently serves as the States' Co-Chair to ARC.

TCC provided small business flood recovery loans after the May 13 flooding event. Loans were provided at 0% interest for up to 5 years and were closed in just a few days. Elizabeth met with one of the clients (Port West) in Westernport, along with the governor and elected officials.

- B. Flood Relief Loans & Technical Assistance – Christie Wakefield reported that the goal with the Flood Relief Loans was to get the money in hands of the people that needed it ASAP so they could get their businesses back up and running. Loans were offered up to \$20,000 at 0% for 5 years. Most businesses were affected similarly with issues related to loss of HVAC, electrical issues and drywall and floor replacement.

TCC has closed 6 loans totaling \$120,000 with another loan approved that will close soon. Funds were lent from the VLT and MEDAAF programs.

TCC allocates \$25,000 annually from the Rural Maryland Grant to provide technical assistance to our loan fund clients. This year we have had 10 inquiries, leading to 2 engagements and a total of \$2,850 paid out with the same amount still pending payment.

- C. Revolving Loan Funds – Chris Funk reported that this has been a busy year with 49 inquiries resulting in 21 loan applications. To date 15 of those loans were approved and settled for over \$1.4 million and leveraging an additional \$75,000. Those loans created 15 jobs and retained another 50. Six loans are still in process.

The current portfolio of TCC stands at 61 loans totaling \$9,646,321 with an outstanding principal balance of \$6,977,542. Over the life of the program TCC

has made 334 loans for over \$30 million and leveraging \$108 million. Those loans have created or retained almost 5,000 jobs.

- D. ARC Program Manager Update – Ryan Davis gave the report for ARC. Projects for FY 26 were invited to apply in July with a deadline of September 25, 2025. To date one application was received with 23 others expected.

We expect to offer another round of ARC Area Development funding starting October 1, 2025 and we will be working with TCC to coordinate the timelines. Available funds will be nearly \$5 million and we would like to focus on larger scale projects.

The House Appropriations Committee released updated report language this week to reflect the full committee's mark up on the bill. The House Committee has ARC funded at \$162 million. The Senate Energy and Water Appropriations Subcommittee has not scheduled the bill for markup.

- E. Maryland Department of Commerce – Andrew Sargent gave an update on activities across the region as well as those activities in each county.
- **Regional** – Secretary of Commerce Harry Coker will visit Western Maryland on December 1-2. Andrew will work with each county on coordination. Additionally, due to the State's hiring freeze and internal shifts, he will be now covering Frederick County as well as Western Maryland.
 - **Washington** – Spec built warehouse in Washington County is currently now completely under lease.
A major Indian pharmaceutical company has chosen Fort Ritchie in Cascade for its first US facility. The site will be used to white-label generic pharmaceuticals for healthcare systems with a commitment to invest tens of millions of dollars and create at least 300 jobs. The company will occupy and transform the Post Exchange on the former Army communications base.

Allegany – SPARC has opened their new offices in Downtown Cumberland. They are exploring an addition of an engineering, manufacturing, and prototyping facility. Cumberland could serve as a strategic hub across the region.

Garrett – Sunrise Sanitation is advancing plans to move operations from West Virginia to Maryland to better serve their territory.

Garrett is leading in the effort to attract a national specialty dairy processing company to the region. This project could be transformative to the local economy.

- F. Small Business Development Center – The Western region is still leading the State in capital infusion which is a good sign for the area.

SBDC is getting ready to launch a new financial literacy series. They will be taking applications soon.

They will be offering workshops with the chambers and colleges throughout September and October.

They also are interested in providing entrepreneurship training across the region. If anyone is interested in having staff come out and work with them, please give them a call.

VIII. Unfinished Business – none

IX. New Business –

- A. 2025 ARC Project Package – The project package was approved previously by the Executive Committee to meet the timeframe needed to move forward with inviting applications. After meeting with the ARC Program Manager, projects were ranked and compiled into a single document. Twenty-Four total projects were invited to apply for funding July. Applications should be in by September 30, 2025 and we encourage applicants to work with TCC staff for guidance.

X. Announcements from the Floor - none

XI. Adjourn – *Paul Edwards made a motion to adjourn the meeting, Linda Spence seconded the motion, and the meeting was adjourned at 5:47 pm.*