



Carroll County Environmental Advisory Council

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Karen Leatherwood, Chair
Frank Vleck, Vice-Chair

Brenda Dinne, Staff Liaison/Secretary
Department of Land
& Resource Management

Meeting Summary for January 17, 2018

Members

- Curtis Barrett
- Ellen Cutsail
- Jesse Drummond
- Rick Elyar – absent
- Karen Leatherwood – absent
- Charlene Norris – absent
- Craig Paskoski
- Frank Vleck

County Government

- Brenda Dinne, Special Projects Coordinator / EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary

Other Attendees

None

1. CALL TO ORDER –

Mr. Vleck, Vice-Chair, officially called the January 17, 2018, meeting of the Environmental Advisory Council (EAC) to order at 3:00 p.m. in the Reagan Room of the County Office Building.

2. PUBLIC COMMENTS & CONCERNS –

There was no public in attendance.

3. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the November 29, 2017, minutes was discussed. Mr. Drummond requested that the first sentence of the seventh paragraph on the third page be changed to read that his employer rather than his company may be interested in donating money for part or all of the cost of the sign.

APPROVAL OF MINUTES – Motion 299-18: Motion was made by Ellen Cutsail to approve the minutes with the requested revision and was seconded by Curtis Barrett to approve the November 29, 2017, meeting minutes as amended. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Subcommittee

Discussion/Decision:

Ms. Cutsail reported that the FuTuRe pay-as-you-throw pilot program was discussed. New Windsor is

potentially looking into participating in the program. If and how reimbursement to citizens will be handled is not determined at this time. Mr. Vleck was asked by Mayor Roop to sit on a committee to research the topic for the Town of New Windsor.

5. **STAFF LIASION REPORT** –

Discussion/Decision:

- Craig Paskoski was reappointed for another term, which will expire in 2021. Amy Krebs resigned effective January 16, 2018.
- The revised bylaws were signed by all signatories. They will be posted on the EAC webpage. The EAC members were provided with copies.
- The EAC received an email from a concerned citizen in Eldersburg regarding an intermittent foul smell in the neighborhood. The Carroll County Health Department was contacted and is investigating as a courtesy. The issue may need to be referred to the Maryland Department of the Environment, as the Health Department no longer is the lead agency on air quality issues.
- The Annual Joint Meeting with the Board will be held on February 8, 2018, at 1:00 PM in the Reagan Room to review the 2017 Annual Report and proposed 2018 Work Plan.

Action Items:

- ★ The EAC members will coordinate about a week before the meeting to decide who will present which topics to the Board. (~February 1)

Reference/Attachment(s):

- n/a

6. **NEW BUSINESS** –

- Items under New Business are tentative because they are items in the proposed 2018 Work Plan. They will remain tentative unless and until the Board of County Commissioners concurs with them on at the annual joint meeting with the EAC on February 8, 2018. Since the timeframes to complete these projects are very tight, the EAC will proceed with preliminary research until then. Work will cease if the Board does not concur with the project.
- The Community Solar and Expanded Polystyrene (EPS) projects each have a list of topics to be researched. Half of the members will research and write the associated rough draft for each rather than all members researching for both. All members will be reviewing and discussing the drafts.

a. Tentative Community Solar Project – Scope

Discussion/Decision:

- Any potential recommendations would be general action items or next steps that would need to occur if the Board decided to move forward with community solar opportunities for Carroll County. The EAC will not actually provide a specific recommended text amendment with the report. The language under the Work Product heading will be modified to clarify that the recommendations would be general and relate to potential steps to move forward. The members concurred with the proposed language of the scope with the revision to the Work Product text. The members also concurred with the Next Steps & Timelines.

- Jesse Drummond and Curtis Barrett will share the four research assignments and coordinate on drafting of preliminary text. The Community Solar research topics include: the pros and cons to the residents and businesses, the pros and cons the Carroll County Government, customer options, and the average cost and cost savings.

Action Items:

- ★ Mr. Drummond and Mr. Barrett will research their topics and email preliminary draft text associated with their research topics to Ms. Dinne to compile. (by March 2, 2018)

Reference/Attachment(s):

- Draft scope, "Community Solar," dated December 15, 2017.

b. Tentative Expanded Polystyrene (EPS) Foam Reduction Project – Scope**Discussion/Decision:**

- The language under the Work Product heading will be modified to clarify that the recommendations would be general and relate to potential steps to move forward. The members concurred with the proposed language of the scope with the revision to the Work Product text.
- Options for reducing EPS usage in Carroll County will include legislative options (local options and options for legislation at the State level), such as banning EPS use to some degree.
- The research and associated preliminary draft text were assigned as follows:

Topic	EAC Member(s) Assigned
Pros and cons of EPS usage	Craig Paskoski
Legislation introduced in prior sessions	Ellen Cutsail
Options for reducing EPS usage in Carroll County	Frank Vleck
Pros and cons of <i>reducing</i> EPS usage in Carroll County	Craig Paskoski
Potential costs of implementing this reduction in Carroll County	Karen Leatherwood

- For both the Community Solar and EPS projects, the EAC members will use Google docs to review and edit the draft. This will allow easy access and everyone to work in the same document at the same time. This is intended to provide greater efficiency and flexibility, facilitating the EAC's ability to complete the work products on time.

Action Items:

- ★ EAC members will research assigned topics and email preliminary draft text associated with their research topics to Ms. Dinne to compile. (by March 2, 2018)
- ★ Ms. Dinne will compile the individual drafts into one document for review by the entire EAC. (before March 21, 2018)

Reference/Attachment(s):

- Draft scope, "Expanded Polystyrene (EPS) Reduction in Carrol County," dated December 15, 2017.

c. Tentative SolSmart Project – Status**Discussion/Decision:**

Based on preliminary feedback from a SolSmart representative, the County may have minimal additional action items to implement to qualify for the SolSmart designation. In addition, a solar statement will need to be prepared and must be signed by either the Board or the Director of the Department of Land & Resource Management.

Action Items:

- ★ n/a

Reference/Attachment(s):

- n/a

6. OLD BUSINESS –**a. Environmental Awareness Awards – Status****Discussion/Decision:**

- The measures taken to get the word out about the nomination for the awards were shared.
- The EAC members discussed potential alternatives to the framed certificate as the award for winners. Something made locally, possibly by a local artisan, would be preferable. The item needs to be able to be etched/engraved or somehow have the award, year, etc. attached.

Action Items:

- ★ Members will provide Ms. Dinne with suggestions that fit within the budget and would be able to be ready before the presentation of awards. (tentative ~April 19, 2018)
- ★ Mr. Paskoski, with the assistance of Mr. Vleck, will solicit donation of two trees to be planted in honor of the award winners at the Arbor Day Tree Ceremony. (tentative ~April 27, 2018)

Reference/Attachment(s):

- n/a

b. 2018 12SW/SR Stormwater Workshop – Status**Discussion/Decision:**

Based on surveys sent to businesses that specifically hold 12 SW or SR industrial stormwater permits, ten businesses have shown interest in attending the workshop thus far. Mr. Edwards will also invite members of municipalities that have 12SW facilities. The workshop is scheduled for Friday, February 16, 2018, from 1:00 p.m. to 3:00 p.m. at Carroll Community College, Room M157, with a snow date of Friday, February 23, 2018. EAC members will attend to assist with the workshop. No additional work by the EAC members is needed until that time.

Action Items:

- ★ EAC members will attend and assist with workshop. (February 16, 2018)

Reference/Attachment(s):

- n/a

c. Tree Grove Sign – Discussion**Discussion/Decision:**

Ms. Dinne is looking into the ability for the EAC to set up an account, such as a GoFundMe account, to raise money for the sign but shared that it was probably not going to be appropriate as a public body. Additional work needs to be done to find a sign company that might be able to make the sign, and possibly donate it. Who will do this was not resolved. Ideally, the sign would be ready to install or to unveil at the Tree Planting Ceremony on April 27, 2018.

Action Items:

- ★ Ms. Cutsail will email proposed language for the sign to Ms. Dinne to share with the EAC members. (before February 21, 2018)

Reference/Attachment(s):

- n/a

7. OTHER –**Discussion/Decision:**

- No other business was raised.

8. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:19 p.m. The next regular monthly meeting is scheduled for Wednesday, February 21, 2018, at 3:00 p.m., in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 300-18: Motion was made by Ellen Cutsail and seconded by Curtis Barrett to adjourn the January 17, 2018, meeting. Motion carried.

Upcoming Meetings:

- ① Annual Joint Meeting with Board of County Commissioners – Thursday, February 8, 2018 @ 1:00 PM, Reagan Room, County Office Building
- ① Regular Monthly Meeting – Wednesday, February 21, 2018 @ 3:00 PM, Reagan Room, County Office Building



Carroll County Environmental Advisory Council

Karen Leatherwood, Chair

eac@ccg.carr.org

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Community Solar Scope

What is community solar?

Broadly speaking, a community solar project is a solar power generating station whose electricity is shared by more than one household or customer. "Community solar" can refer to both 'community-owned' projects as well as third party-owned plants whose electricity is shared by a community... The primary purpose of community solar is to allow members of a community the opportunity to share the benefits of solar power even if they cannot or prefer not to install solar panels on their property. Project participants benefit from the electricity generated by the community solar farm, which costs less than the price they would ordinarily pay to their utility... Community solar allows people to go solar even if they do not own property on which to put their own system." (Energy Sage, <https://www.energysage.com/solar/community-solar/community-solar-power-explained/>, Oct 30 2017).



In Maryland, State law (SB 398/HB 1087, 2015) defines a community solar energy generating systems (CSEGS), or "community solar" for short, as a solar energy system that:

- Is connected to the electric distribution grid serving the state;
- Is located in the same electric service territory as its subscribers;
- Is attached to the electric meter of a subscriber or is a separate facility with its own electric meter;
- Credits its generated electricity, or the value of its generated electricity, to the bills of the subscribers to that system through virtual net energy metering;
- Has at least two subscribers;
- Does not have subscriptions larger than 200 kilowatts constituting more than 60 percent of its subscriptions;
- Has a generating capacity that does not exceed 2 megawatts as measured by the alternating current rating of the system's inverter; and
- May be owned by any person.

According to the U.S. Department of Energy (<https://energy.gov/eere/sunshot/community-and-shared-solar>), "Community solar business models increase deployment of solar technology in communities, making it possible for people to invest in solar together. Shared solar falls under the community solar umbrella, allowing multiple participants [to] benefit directly from the energy produced by one solar array. Shared solar participants typically benefit by owning or leasing a portion of a system, or by purchasing kilowatt-hour blocks of renewable energy generation."

Community Solar

Scope

Maryland Legislation & Regulations

The Maryland General Assembly passed legislation in 2015 to allow community solar projects. Implementing regulations were subsequently adopted and final in July 2016. The Maryland Public Service Commission has set up a three-year pilot program to allow subscriber organizations, which own and/or operate the CSEGSs, to apply and implement a program. CSEGSs are limited to 2 MW of electrical output.

The Maryland Public Service Commission (PSC) approved regulations to establish a community solar pilot program in Maryland on June 15, 2016. The regulations went into effect on July 18, 2016.

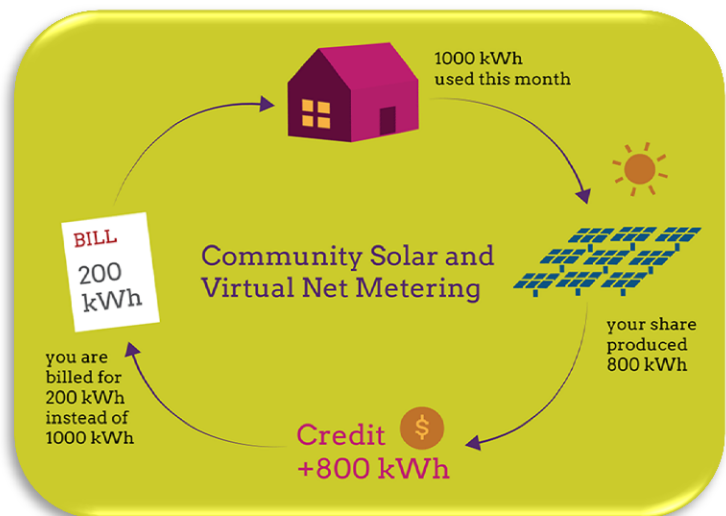
Maryland Community Solar Pilot Program

According to the PSC, the “community solar pilot program will:

- Provide access to solar-generated electricity – in a manner similar to rooftop solar and net metering – for all Maryland customers without requiring property ownership;
- Incentivize solar companies to provide service to low- and moderate-income customers;
- Set aside program capacity for each area of the state with a statewide cap at about 193 MW. About 60 MW is set aside for projects focused on low and moderate income customers;
- Attract new investment in Maryland’s renewable infrastructure and green economy;
- Allow renters to contract for solar energy with the same benefits as rooftop owners;
- Create separate program capacity for small systems and systems built on brownfields, parking lots, or industrial areas;
- Allow smaller and rural service territories to make use of existing solar facilities while encouraging construction of new systems in the urban and suburban areas of Maryland;
- Include significant consumer protections, including prohibition against unreasonable fees and clear contract disclosure requirements; and
- Allow the Commission Staff to collect necessary data to study the impact on Maryland’s electricity grid over the three-year pilot program.

Individual community solar projects will be operated by subscriber organizations (which can include utilities, retail electricity suppliers, solar developers, etc.) that are approved by the Public Service Commission and the electric company serving the location of each project.”

(<http://www.psc.state.md.us/electricity/community-solar-pilot-program/>, Dec. 2017).



<https://www.energysage.com/solar/community-solar/pricing-models/>

Community Solar

Scope

Carroll County

In Carroll County, solar facilities are allowed as an accessory use in any zone. Solar facilities other than accessory are currently only allowed in the Business and Industrial zoning districts, although ground-mounted systems are not permitted in the Business Neighborhood Retail zone. No size limit is imposed for ground-mounted systems in the other Business and Industrial zones.

Overall Task:

The EAC will research CSEGSs to determine:

- ☼ Pros and cons to Carroll County residents and businesses of potentially allowing these facilities in zoning districts other than the Business and Industrial zoning districts,
- ☼ Pros and cons to Carroll County Government of potentially allowing these facilities in zoning districts other than the Business and Industrial zoning districts,
- ☼ Options that will be available to Carroll County customers,
- ☼ Average cost and cost savings, if information is available, and
- ☼ Broad recommended framework for amending zoning code to allow community solar in Carroll County. (The EAC will not be making recommendations for specific language for a zoning text amendment at this point, just general concepts to consider).

Work Product:

A report with findings and general recommendations on potential steps to move forward, if applicable, will be prepared by the EAC and presented to the Board.

Timeline:

Completion anticipated in end of August 2018.



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Expanded Polystyrene (EPS) Reduction in Carroll County

Scope

What is expanded polystyrene (EPS)?

Expanded polystyrene (EPS) is a lightweight, insulating plastic material commonly used in thermal insulation and food service containers. EPS "is the generic industry name for the white rigid material made by expanding polystyrene beads with steam and pressure to bond the beads together to form blocks or to shape molds. EPS is also used in the construction industry for insulation and void fill." ("Styrofoam Brand Foam vs Expanded Polystyrene (EPS)." *Universal Foam Products*, <http://univfoam.com/styrofoam-vs-polystyrene>. Dec. 15, 2017)



It should be noted that "Styrofoam Brand Foam is a registered trademark of the Dow Chemical Company ("Dow") or an affiliated company of Dow... Most often the word "Styrofoam" is generically used to describe expanded polystyrene foam products like disposable coffee cups, cooler and other foam packaging materials, none of which is actually Styrofoam Brand Foam." ("Styrofoam Brand Foam vs Expanded Polystyrene (EPS)." *Universal Foam Products*, <http://univfoam.com/styrofoam-vs-polystyrene>. Dec. 15, 2017)

EPS food takeout cups and containers are used in a many different industries, including food service establishments or other organizations that serve food as an accessory use. EPS is also commonly used in the form of "foam peanuts" for shopping/packing material. These uses are considered single-use products. Foam peanuts, however, are considered recyclable as plastic #6, but must be clean to be recycled.

Importance of Considering Measures to Reduce Use

In July 2011, Carroll County unveiled its first postconsumer foam #6 pilot collection at the Resource Recovery Park (Northern Landfill) Recycling Center in Westminster. The free collection service pioneered a new way for Carroll County residents, businesses, and organizations to recycle foam bearing the "6" symbol with chasing arrows.

Carroll County's foam #6 collection site is one of the state's first public sites to accept foam food service containers, including foam cups, plates, take-out containers, egg cartons, as well as shaped or molded foam often used to package electronics. This site will divert foam and



Expanded Polystyrene (EPS) Reduction in Carroll County

Scope

allow it to be recycled into new products. There's no limit to how much can be brought by the public, as long as it is clean. Once the polystyrene foam is dropped off at the County collection site, and it is then picked up by Dart Container Corporation and taken to its plant in near Lancaster, Pennsylvania. Dart reprocesses it and sells it to manufacturers that make new products, such as picture frames and moldings, office desk products, building insulation, and other consumer goods.

Despite Carroll's proactive move to reduce EPS in the waste stream through recycling, only clean EPS products can be accepted for recycling. This means that a significant amount of EPS still makes it into the waste stream, particularly those used for food products. Consumers purchasing take-out food often do not have the ability to clean it before disposing of it. Others simply do not know it needs to be cleaned or want to clean it. A reduction in the use of EPS and shift to alternative products is one additional option for reducing the amount of EPS that finds its way into the waste stream.

Legislation Introduced in Prior Sessions

In 2017, the legislation was introduced in the Maryland General Assembly that would have banned expanded EPS food-service products and packing peanuts in Maryland. House Bill 229 and Senate Bill 186 would have prohibited the sale and distribution of EPS food-service and loose fill packing materials beginning in 2018. Maryland Department of the Environment would have been authorized to grant waivers where this caused an undue hardship or practice difficulty that other businesses in a similar situation were not experiencing. Neither bill passed, but the issue is likely to arise again.

Overall Task:

The EAC will research EPS and potential measures to reduce its use in Carroll County to determine:

- Pros and cons of EPS usage,
- Legislation introduced in prior sessions,
- Status in other Maryland jurisdictions,
- Options for reducing EPS usage in Carroll County,
- Pros and cons of *reducing* EPS usage in Carroll County,
- Potential costs of implementing this reduction in Carroll County, and
- Findings & Possible Recommendations.

Work Product:

A report with findings and general recommendations on potential steps to move forward, if applicable, will be prepared by the EAC and presented to the Board.

Timeline:

Completion anticipated in end of August 2018.



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Members

- Curtis Barrett
- Ellen Cutsail
- Jesse Drummond
- Karen Leatherwood
- Charlene Norris
- Craig Paskoski
- Frank Vleck

County Government

- Brenda Dinne, Special Projects Coordinator / EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary

Other Attendees

None

1. CALL TO ORDER –

Ms. Leatherwood, Chair, officially called the February 21, 2018, meeting of the Environmental Advisory Council (EAC) to order at 3:00 p.m. in the Reagan Room of the County Office Building.

2. PUBLIC COMMENTS & CONCERNS –

There was no public in attendance.

3. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the January 17, 2018, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 301-18: Motion was made by Curtis Barrett and seconded by Ellen Cutsail to approve the January 17, 2018, meeting minutes. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Subcommittee

Discussion/Decision:

- More than one municipality is interested in participating in the pay-as-you-throw pilot program with the County.

5. STAFF LIASION REPORT –**Discussion/Decision:**

- The Board of County Commissioners concurred with the 2018 Work Plan at the annual meeting with the Board on February 8, 2018. The Board added residential greywater usage public outreach piece and plastic bag reduction research (similar to the expanded polystyrene (EPS) project) to the 2018 Work Plan. A more detailed scope for these additional projects will be developed in late spring. It was noted that Secretary Grumbles (Maryland Department of the Environment) is supporting the EPS reduction legislation (HB 538).

Action Items:

- ★ n/a

Reference/Attachment(s):

- n/a

6. NEW BUSINESS –

- No new business was raised.

7. UNFINISHED BUSINESS –**a. Community Solar Project – Status****Discussion/Decision:**

- The research completed thus far was shared by Mr. Drummond and Mr. Barrett. Content will build on the introduction provided in the scope of work and will include, at a minimum, what community solar is, current County regulations, options available, pros and cons of each, what other states are doing, and different business models. It was suggested to include data on for-profit ventures versus non-profit ventures.
- The text should be as concise as possible. The report should address basic understanding and provide the corresponding amount of information without being too lengthy – no more than 8-12 pages. Mr. Drummond and Mr. Barrett are coordinating on drafting the preliminary text. One combined will be provided to Ms. Dinne. The deadline was adjusted to March 14 since the draft will already be compiled.
- Ms. Leatherwood asked Mr. Barrett and Mr. Drummond to take the lead on the informational presentation to the Board when the report is complete. The Board will not be expected to take action or provide immediate direction at that time as a result of the report.

Action Items:

- ★ Mr. Barrett and Mr. Drummond will email preliminary draft text associated with their research topics to entire EAC for review at March 21 meeting. (by March 14, 2018)
- ★ All EAC members will review draft text and be prepared to discuss and provide feedback at March 21 meeting.

Reference/Attachment(s):

- n/a

b. Expanded Polystyrene (EPS) Foam Reduction Project – Status

Discussion/Decision:

- Members shared their research findings. The report will include background on what EPS is (and is not). The background information can build on the introductory information provided in the scope of work. The text should be as concise as possible and similar in length to previous reports the EAC has produced. Each member working on this project is writing his/her individual pieces and will send them to Ms. Dinne to compile. The members are finding that many of their topics overlap. Ms. Dinne will edit overlapping information when she compiles the individual drafts.
- Mr. Paskoski is working with the local school administration for information and data about usage of EPS in the Carroll County Public Schools.
- The House Environment and Transportation Committee hearing was today for House Bill (HB) 538. If HB 538 passes, it would prohibit selling and providing food in EPS food service products. The testimony and fiscal note might be useful to review, as information is provided that might be relevant. The fate of HB 538 may have an impact on the information included in the report; the EAC will watch this bill.
- Legislation in Prince George's and Montgomery Counties was discussed, as these are currently the only other Maryland counties with prohibitions on EPS, along with Rockville and potentially Baltimore City. Ms. Cutsail is researching what these counties and other counties and jurisdictions outside of Maryland are doing.
- Although it may be hard to quantify, the EAC felt it is important to include the "do nothing" option as and its pros and cons, costs, and impacts as an option considered and discussed in the report.

Action Items:

- ★ Ms. Dinne will email EPS project members a link to House Bill 538 Fiscal and Policy Note.
- ★ Ms. Norris will review the State's fiscal note on HB 538 and research the cost of not taking action.
- ★ Ms. Cutsail will research the fiscal note for Montgomery County.
- ★ Ms. Leatherwood, Ms. Norris, Mr. Vleck, Mr. Paskoski, and Ms. Cutsail will draft preliminary draft text associated with their individual research topics to Ms. Dinne to compile (by March 2, 2018). Placeholder notes may be placed where specific information is to be inserted but has not yet been obtained.
- ★ Ms. Dinne will compile the individual drafts into one document for review by the entire EAC. (by March 14, 2018)
- ★ All EAC members will review draft text and be prepared to discuss and provide feedback at March 21 meeting.

Reference/Attachment(s):

- n/a

c. SolSmart Project – Status

Discussion/Decision:

- Ms. Dinne updated the EAC on the status of this project. She will identify the next steps and additional measures that need to be in place for the County to be eligible for designation. The EAC members do not need to do anything at this point.

Action Items:

- ★ Ms. Dinne will coordinate with Chief of Permits & Inspections to determine if additional tasks need to be completed for eligibility.

Reference/Attachment(s):

- n/a

d. Environmental Awareness Awards – Status**Discussion/Decision:**

- The EAC has received three nominations thus far, which is far fewer than this point in the 2016 award cycle. Once the deadline has passed, the EAC will evaluate if this cycle should be adjusted or postponed due to low participation. After this award cycle is complete, the EAC may need to evaluate the length of time between cycles to ensure it is ample time for additional projects to be completed. In addition, the approach to publicity to generate nominations may need to be expanded.

Action Items:

- ★ Ms. Dinne will notify EAC members of the total number of nominations received. (March 2, 2018)
- ★ EAC members will determine whether to proceed on schedule or delay the awards cycle process. (March 6, 2018)
- ★ Mr. Paskoski, with the assistance of Mr. Vleck, will solicit donation of two trees to be planted in honor of the award winners at the Arbor Day Tree Ceremony. (tentative ≈ April 27, 2018)
- ★ Ms. Leatherwood will reach out to the Board of County Commissioners, the Carroll County Delegation, and Mike McMullin with the Chamber of Commerce to encourage their nomination of worthy projects.

Reference/Attachment(s):

- n/a

e. 2018 12SW/SR Stormwater Workshop – Status**Discussion/Decision:**

- There were 26 total attendees at this year's workshop, including 14 from private businesses and 12 from local municipalities. County and MDE staff presented. Topics included, among others, stormwater pollution prevention plans, inspections, sampling and monitoring, enforcement, and reporting. Ms. Leatherwood attended representing the EAC.

Action Items:

- ★ n/a

Reference/Attachment(s):

- n/a

f. Tree Grove Sign – Discussion**Discussion/Decision:**

- Ms. Cutsail shared draft text for the sign.

ENVIRONMENTAL AWARENESS GROVE
Trees Planted in this Grove by
Carroll County Environmental Advisory Council
in honor of
Environmental Awareness Award Winners
Established: 2000

- The members agreed with the language for the sign. The size is to be roughly 17"x22" and made of a recycled material, barn wood, or something similar.
- The next step is to follow up with possible contacts that may be able to make and donate or partially donate the sign.

Action Items:

- ★ Ms. Dinne will confirm when the tree grove was established.
- ★ Ms. Cutsail will confirm if her contacts are able to make and donate a sign and let Ms. Leatherwood know.
- ★ If Ms. Cutsail's contacts are not able to make the sign, Ms. Leatherwood will reach out to her contacts for a possible sign donation.

Reference/Attachment(s):

- n/a

8. OTHER –**Discussion/Decision:**

- No other business was raised.

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:33 p.m. The next regular monthly meeting is scheduled for Wednesday, March 21, 2018, at 3:00 p.m., in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 302-18: Motion was made by Frank Vleck and seconded by Ellen Cutsail to adjourn the February 21, 2018 meeting. Motion carried.

Upcoming Meetings:

- 1 Regular Monthly Meeting – Wednesday, March 21, 2018 @ 3:00 PM, Reagan Room, County Office Building



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Meeting Summary for April 18, 2018

Members

- Curtis Barrett
- Ellen Cutsail – absent
- Jesse Drummond – absent
- David Hynes
- Charlene Norris – absent
- Craig Paskoski
- Tiffany VanDerwerker
- Frank Vleck

County Government

- Brenda Dinne, Special Projects Coordinator /
EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary

Other Attendees

None

1. CALL TO ORDER –

Mr. Vleck, Acting Chair, officially called the April 18, 2018, meeting of the Environmental Advisory Council (EAC) to order at 3:01 p.m. in the Reagan Room of the County Office Building.

2. INTRODUCTION OF NEW MEMBERS –

- Tiffany VanDerwerker works as a hydrogeologist with the Maryland Geologic Survey. She noted that she has joined the EAC solely on her own account and is in no way representing her current employer as a member of the EAC. She is very enthusiastic to be a part of the EAC.
- David Hynes currently works for the Maryland Department of Transportation and has been a previous member of the EAC.

3. PUBLIC COMMENTS & CONCERNS –

There was no public in attendance.

4. ELECTION OF NEW CHAIR AND VICE CHAIR –

Discussion/Decision:

Karen Leatherwood, Chair, resigned on April 4, 2018, as a member of the EAC. Frank Vleck became Acting Chair until an election could be held for a new Chair. Mr. Vleck accepted the nomination as the new Chair. As he was Vice Chair, a new Vice Chair then needed to be elected. Craig Paskoski then accepted a nomination for the Vice Chair position. The two-year terms began immediately upon the conclusion of the election.

ELECTION FOR CHAIR – Motion 303-18: Motion was made by Curtis Barrett and seconded by David Hynes to elect Frank Vleck as the new Chair. Motion carried.

ELECTION FOR VICE CHAIR – Motion 304-18: Motion was made by David Hynes and seconded by Curtis Barrett to elect Craig Paskoski as the new Vice Chair. Motion carried.

5. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the February 21, 2018, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 305-18: Motion was made by Curtis Barrett and seconded by Craig Paskoski to approve the February 21, 2018, meeting minutes as written. Motion carried.

6. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Subcommittee

Discussion/Decision:

Mr. Vleck felt that the Town of New Windsor seems interested in participating in the pilot Pay-As-You Throw program with the County. The only concern seems to be potential pushback from the residents that this program may cost them more than the current trash collection service. The cost of service would be the cost to purchase trash bags. Therefore, the cost is commensurate with the number of bags placed out for pickup. This is the incentive to recycle more. The recyclables would not have an additional cost associated.

7. STAFF LIAISON REPORT –

Discussion/Decision:

- Karen Leatherwood requested to remain on the Solid Waste Advisory Committee (SWAC). Therefore, the EAC would currently have only one representative on the SWAC.
- Contact information for the EAC will be updated with the new members and new elected officials.
- Ms. Dinne encouraged the members to subscribe to the Carroll Connect on the EAC webpage to get the electronic notices and e-newsletters she is sending out on behalf of the EAC.
- Ms. Dinne will meet with the Chief of Permits & Inspections to determine which of the actions required for Gold SolSmart designation are already in place or still need to be implemented.
- Ms. Dinne reviewed the current items for the May agenda.

Action Items:

- ★ Brenda will discuss SolSmart Gold Designation requirements with Chief of Permits & Inspections.

Reference/Attachment(s):

- n/a

8. NEW BUSINESS –

- No new business was raised.

9. BUSINESS IN PROGRESS –**a. Community Solar Project – Discussion****Discussion/Decision:**

- Mr. Barrett reviewed the content review feedback received on the preliminary draft of the Community Solar report to determine if any clarifications were needed. Some content will be expanded and researched more in depth.
- Ms. Dinne reviewed the updated project timeline. The project is on schedule to be completed in June.

Action Items:

- ★ Mr. Barrett and Mr. Drummond will address the feedback and revise the draft directly in Google Docs by May 3, 2018.
- ★ Ms. Dinne will share the document on Google Docs to all EAC members by May 8, 2018.
- ★ All members will review the revised draft with a more detailed look at the text and make suggested changes and feedback directly in the document before the May 16 meeting. EAC members will be prepared to discuss the suggested revisions at the May 16 meeting.

Reference/Attachment(s):

- n/a

b. Expanded Polystyrene (EPS) Foam Reduction Project – Discussion**Discussion/Decision:**

- The EAC agreed to the tracked changes already shown in the draft report, which were made based on feedback received.
- The final document needs to be concise and not too lengthy. Text should not take more than 8 pages, particularly as visuals will still need to be added. Any text that is too detailed should be shortened. Where appropriate, tables can replace text descriptions to make more clear and concise.
- There is evidence of some potential health risks to humans. However, there is disagreement on what those impacts are and their extent. The health information in the draft document will be replaced with language to this effect. It also was noted that the proponents of the EPS bill in the Maryland General Assembly this year avoided using the health impacts as justification.
- The Pros and Cons section will be moved to be a general section of pros and cons for reducing EPS usage in Carroll County. This section can be put into a table format. Each individual option will include any pros and cons specific to that option. The cost information for Carroll County Public Schools is important to keep. However, it needs to be qualified as to what it actually means and indicate what the cost difference is from machine washing reusable food service ware to single-use EPS, not between EPS and a compostable or recycling alternative to EPS.
- If specific cost information cannot be obtained, the text will describe factors that would influence the cost and potentially describe costs relative to other options.

Action Items:

- ★ Ms. Dinne will share the document on Google Docs. – by April 20, 2018
- ★ Each of the EPS project authors will be able to make changes directly in the document to address the feedback. – by May 9, 2018
- ★ Ms. Dinne will then share the document with all EAC members to review the revised version in more detail and provide additional feedback at the May 16 meeting. – by May 11, 2018

Reference/Attachment(s):

- n/a

c. Environmental Awareness Awards – Status**Discussion/Decision:**

- Due to conflicts with the Commissioners' schedule, the award presentation will be rescheduled to a time that is after the Commissioners' budget meetings. It will likely not be before mid-May. Frank will take the lead on talking points at the ceremony.
- The tree planting ceremony will also be rescheduled.
- For the June 20 meeting, an agenda item will be added to evaluate certain aspects of future Environmental Awareness Award processes. A committee could potentially be formed to look at the length of time between cycles, approach to marketing and getting the word out, timeframes, and award ideas.

Action Items:

- ★ Ms. Dinne will notify EAC members of the new dates for the award presentation and tree planting ceremony as soon as the dates are confirmed.

Reference/Attachment(s):

- n/a

d. Tree Grove Sign – Discussion**Discussion/Decision:**

- An anonymous donor would like to donate a sign that is the same size as discussed with a wooden post and the wording agreed upon by the EAC. Other specifications as described on the quote include: aluminum sign, white/black, non-reflective, slightly rounded corners, T/B holes, white border, and wooden post painted black. It would take 6-8 weeks for delivery. The sign would read:

ENVIRONMENTAL AWARENESS GROVE
Trees Planted in this Grove by
Carroll County Environmental Advisory Council
in honor of
Environmental Awareness Award Winners
Established: 2011

- EAC members agreed to the donation with these specifications. Tom Robertson, County Forester, will take care of installation. A location has been chosen in the grove for the sign.

Action Items:

- ★ Ms. Dinne will inform the donor that the EAC will accept the sign.

Reference/Attachment(s):

- n/a

10. OTHER –**Discussion/Decision:**

- Ms. Dinne indicated that a scope for review at the June 20 EAC meeting will be drafted for the plastic bag reduction report and the residential graywater usage public outreach brochure. The current reports will be substantially complete by then. These projects will be due at the end of the year.

Action Items:

- ★ Ms. Dinne will draft a scope for the plastic bags reduction project for review at the June 20 meeting.
- ★ Ms. Dinne will draft a scope for the residential graywater usage public outreach brochure for review at the June 20 meeting.

Reference/Attachment(s):

- n/a

11. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:30 p.m. The next regular monthly meeting is scheduled for Wednesday, May 16, 2018, at 6:30 p.m., in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 306-18: Motion was made by Curtis Barrett and seconded by David Hynes to adjourn the April 18, 2018, meeting. Motion carried.

Upcoming Meetings:

- ☐ Regular Monthly Meeting – Wednesday, May 16, 2018 @ 6:30 PM, Reagan Room, County Office Building
- ☐ Environmental Awareness Awards Presentation w/ BCC – **To Be Rescheduled**
- ☐ Arbor Day Tree Planting Ceremony – **To Be Rescheduled**



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Craig Paskoski, Vice-Chair

Brenda Dinne, Staff Liaison/Secretary
Department of Land
& Resource Management

Meeting Summary for May 16, 2018

Members

- Curtis Barrett
- Ellen Cutsail – absent
- Jesse Drummond
- David Hynes – absent
- Charlene Norris
- Craig Paskoski
- Tiffany VanDerwerker
- Frank Vleck

County Government

- Brenda Dinne, Special Projects Coordinator/
EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary

Other Attendees

Sandra Zebal
Sarah Peters, Bellamy Genn Group

1. CALL TO ORDER –

Mr. Vleck, Chair, officially called the May 16, 2018, meeting of the Environmental Advisory Council (EAC) to order at 6:30 p.m. in the Reagan Room of the County Office Building.

2. PUBLIC COMMENTS & CONCERNS –

None.

3. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the April 18, 2018, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 307-18: Motion was made by Curtis Barrett and seconded by Craig Paskoski to approve the April 18, 2018, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Subcommittee

Discussion/Decision:

No update was available.

Action Items:

- ★ Ms. Dinne will check into the status of the Pay-as-You-Throw Pilot Program.

5. STAFF LIASION REPORT –**Discussion/Decision:**

- Member contact information has been updated and distributed.
- Evening EAC meetings will not be video recorded or live streamed.
- The June meeting agenda will start with the Environmental Awareness Awards presentation, followed by discussion on the community solar and EPS reports, as needed. Review of a draft scope for the plastic bag reduction report and residential graywater outreach piece will be on the July agenda at the earliest. The agenda on June 20 will be abbreviated by the awards presentation.
- Ms. Dinne updated the members on the status of the three County solar projects. The solar array at the community college is installed and online. The arrays at Hoods Mill and the Hampstead Wastewater Treatment Plant are in the final stages, but not yet connected. These facilities would not be considered community solar projects, as they only provide electricity to one property owner.
- Ms. Dinne is working with County agencies, mainly Permits and Inspections, to determine what other actions need to occur by the County to apply for the SolSmart designation.

Action Items:**Reference/Attachment(s):**

- n/a

6. NEW BUSINESS –

- No new business was raised.

7. BUSINESS IN PROGRESS –**a. Community Solar Project (“CSEGS”) – Discussion****Discussion/Decision:**

- Most of the EAC member feedback had been addressed. Some additional revisions were discussed. The types of metering may be moved to a sidebar. The three County solar projects will be included in a sidebar to clarify that they are not community solar projects.
- The members discussed the intent of the report and the type of information that should be included. The report should include what can and cannot be done now in Carroll County, general changes that might be needed to the zoning code if the BCC wants to encourage or foster community solar development, and other general actions that might encourage CSEGS. The information should help the Board determine if they want to pursue any activities that might encourage the use of community solar in Carroll County, as well as provide direction to either staff or the EAC for more detailed next steps.
- The EAC will brief the Commissioners on the community solar report and EPS together, once both reports are completed.

Action Items:

- ★ Ms. Dinne will inquire into how the County’s three solar projects are or will be metered.
- ★ Mr. Drummond will find out when Maryland’s Community Solar pilot program officially ends and what happens after that.
- ★ Ms. Dinne will confirm with Mr. Voight what the County Zoning currently allows or does not allow

regarding CSEGS.

- ★ Ms. Dinne will coordinate with the County Planning Department on the possible next steps to ensure they mesh with the process for the comprehensive revision to the County Zoning Code.
- ★ Ms. Dinne will finalize draft and upload to Google Docs for review before the June 20 meeting.
- ★ Ms. Dinne, Mr. Drummond, and Mr. Barrett will coordinate, possibly through a meeting, to discuss how to incorporate any additional information to be added.
- ★ Ms. Dinne will prepare an executive summary for the report once the final draft is complete.

Reference/Attachment(s):

- n/a

b. Expanded Polystyrene (EPS) Foam Reduction Project – Discussion

Discussion/Decision:

- Additional information or clarification is needed regarding the cost impact to Carroll County Public Schools. The cost should be compared between the EPS food ware currently being used and an alternative food ware, rather than the EPS food ware and the cost of washing reusable food ware.
- The intent of the report and the type of information that should be included was reiterated. The report should include a balanced presentation of information without an overly cumbersome amount of detail. The information should help the Board determine if they want to pursue any activities that promote reduced usage of EPS in Carroll County, as well as provide direction to either staff or the EAC for more detailed next steps.
- Additional revisions and information will help focus the report and align it with the intent. Discussion included health impacts and the extent to which they should be included or be a focus. The economic impact on the local economy needs to be included.
- The EAC will brief the Commissioners on the EPS and community solar reports together, once both reports are completed.

Action Items:

- ★ Mr. Paskoski will draft text to use in a sidebar that gives some information about Dart by May 23.
- ★ Mr. Paskoski, Ms. Norris, and Mr. Vleck will revise the draft text to reflect discussion at the May 16 meeting by May 23.
- ★ Ms. Dinne will share Ms. Norris's references with the other EAC members.
- ★ Ms. Dinne will prepare an executive summary for the report once the final draft is complete.

Reference/Attachment(s):

- n/a

c. Environmental Awareness Awards – Status

Discussion/Decision:

- Commissioner Frazier will present the Environmental Awareness Awards to the winning recipients during the June 20 evening meeting. Other Board members are invited to attend if available.
- Award recipients have been notified of the new date and time.
- During the summer, the EAC will discuss forming a committee to review the awards timing, advertising, and awards themselves and possibly recommend changes to increase nominations for the next cycle and raise the awareness and value.

Action Items:

- ★ Mr. Paskoski will contact Clearview Nursery about postponing the tree donation until the fall.

Reference/Attachment(s):

- n/a

d. Tree Grove Sign – Discussion**Discussion/Decision:**

- Tree grove sign was ordered and received. The County Forester will install it closer to the tree ceremony date in the fall.
- The tree grove sign will be unveiled as part of the tree planting ceremony in the fall.

Action Items:

- ★ Ms. Dinne will work with the Commissioners' Office during the summer to schedule a tree planting ceremony date in the fall, preferably in September.

Reference/Attachment(s):

- n/a

8. OTHER –**Discussion/Decision:**

- No other business was raised.

Action Items:

- ★

Reference/Attachment(s):

- n/a

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 8:16 p.m. The next regular monthly meeting is scheduled for Wednesday, June 20, 2018, at 6:30 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 308-18: Motion was made by Curtis Barrett and seconded by Charlene Norris to adjourn the May 16, 2018, meeting. Motion carried.

Upcoming Meetings:

- ☐ Regular Monthly Meeting – Wednesday, June 20, 2018 @ 6:30 PM, Reagan Room, County Office Building
- ☐ Environmental Awareness Awards Presentation w/ Commissioner Frazier – Wednesday, June 20, 2018 @ 6:30 PM
- ☐ Arbor Day Tree Planting Ceremony – Rescheduled to Fall 2018



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Craig Paskoski, Vice-Chair

Brenda Dinne, Staff Liaison/Secretary
Department of Land
& Resource Management

Meeting Summary for June 20, 2018

Members

- Curtis Barrett
- Ellen Cutsail
- Jesse Drummond
- David Hynes
- Charlene Norris
- Craig Paskoski
- Tiffany VanDerwerker
- Frank Vleck

County Government

- Brenda Dinne, Special Projects Coordinator/
EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary
- Commissioner Dennis Frazier
- Commissioner Richard Weaver

Other Attendees

- Nancy and David Bittler
- Bryan Shumaker and Family
- Carolyn and Mike Krome
- George Schooley and Jenny Walsh
- Mary Hoy
- Jennifer Turiano, Carroll County Times

1. CALL TO ORDER –

Mr. Vleck, Chair, officially called the June 20, 2018, meeting of the Environmental Advisory Council (EAC) to order at 6:32 p.m. in the Reagan Room of the County Office Building.

2. PUBLIC COMMENTS & CONCERNS –

None.

3. PRESENTATION OF 2018 ENVIRONMENTAL AWARENESS AWARDS –

Discussion/Decision:

- The EAC and Commissioners Frazier and Weaver jointly presented the Environmental Awareness Awards to the award recipients. All of the recipients were present except for the Student category winner.
- The winners for each category were presented an award and are as follows:
 - a. Individual – Nancy Bittler
 - b. Institution – Bryan Shumaker
 - c. Business – George Schooley and Jenny Walsh on behalf of Legacy Septic and Excavation LLC
 - d. Agriculture – Carolyn and Mike Krome
 - e. Student – Stella Schoberg (Unable to attend)
- Pictures of the winners with the EAC members and Commissioners were taken to post on the Carroll County Government's Facebook page.
- The tree planting ceremony in honor of current and previous Environmental Awareness Award

winners will be held in the fall. Award winners are invited to attend and will be notified of the date and time once confirmed.

4. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the May 16, 2018, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 309-18: Motion was made by Curtis Barrett and seconded by Jesse Drummond to approve the May 16, 2018, meeting minutes as written. Motion carried.

5. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Subcommittee

Discussion/Decision:

- The last meeting of the SWAC was June 6, 2018. The goal of the pilot Pay-As-You-Throw program is to increase the life of the landfill. The committee in New Windsor to discuss the Town's participation in the pilot program has given positive feedback on the proposal so far.
- Recycling has met many challenges in the last couple years. The County is currently paying for recycling. Markets for recycling have declined because the end users want clean recycling. Plastics should be cleaned out, and paper cannot be dirty or stained with food. The County is still promoting recycling because it diverts waste from the landfill, helping to extend the life of the landfill.
- Abitibi, found at many schools in the county, is an option for paper recycling.
- The next meeting will be in September.

Action Items:

- ★ Ms. Cutsail: Send SWAC notes to Ms. Dinne to forward to EAC members.
- ★ Ms. Cutsail: Inquire to the County's Solid Waste Bureau as to where the landfill trash is currently sorted out from recycling.

6. STAFF LIASION REPORT –

Discussion/Decision:

- The *July meeting agenda* will include continued discussion on the Community Solar and EPS reports. Depending on the progress of these reports, a draft scope for the plastic bag reduction and graywater public outreach projects may be reviewed.
- Ms. Dinne provided a *status* from the Department of Public Works for the three *County solar projects*. The solar array at the community college is installed and online. The arrays at Hoods Mill and the Hampstead Wastewater Treatment Plant are in the final stages, but not yet connected.
- Ms. Dinne is working on the *SolSmart application* and anticipates having it ready to take to the Board by the end of September.
- Ms. Cutsail shared that *Union Bridge* is processing a plan for a *solar project* at the Barnes property on MD 75. The property is partially in the county, and the Town expects to annex that portion. A public meeting on the proposal is scheduled for Thursday, June 21, 2018, at the Union Bridge Community

Center. The company anticipates giving some of the land for stormwater management and wastewater treatment plant expansion. The company will be at the public meeting.

Action Items:



Reference/Attachment(s):

- n/a

7. NEW BUSINESS –

- No new business was raised.

8. BUSINESS IN PROGRESS –

a. Community Solar Project (“CSEGS”) – Discussion

Discussion/Decision:

- Ms. Dinne briefly reviewed the overall revisions to the draft report, which were based on feedback at the May 16 meeting.
- The Sustainable Maryland Certified program will hold a free webinar on June 27 regarding Community Solar.

Action Items:



- Ms. Dinne: Prepare an executive summary for the report once the final draft is complete.

Reference/Attachment(s):

- n/a

b. Expanded Polystyrene (EPS) Foam Reduction Project – Discussion

Discussion/Decision:

- Ms. Dinne briefly reviewed the overall revisions to the draft report, which were based on feedback at the May 16 meeting.
- The EPS presentations are tentatively scheduled for the evening of August 13. Not all speakers are confirmed yet. Ground rules will be developed to ensure equal time for presenting and answering questions. The intent of the meeting is for the EAC members and Board of County Commissioners to have an opportunity to ask questions that will help inform the EAC report to the Board and provide balanced considerations.

Action Items:



- Ms. Dinne: Revise the draft report based on feedback from the June 20 meeting and any additional information regarding holistic sustainable packaging considerations.



- Ms. Dinne: Prepare an executive summary for the report once the final draft is complete.



- Ms. Dinne: Draft ground rules for the EPS presentations and send them to the EAC for review.

Reference/Attachment(s):

- n/a

9. OTHER –**Discussion/Decision:**

- No other business was raised.

Action Items:**Reference/Attachment(s):**

- n/a

10. ADJOURN REGULAR MEETING –

The meeting adjourned at 8:16 p.m. The next regular monthly meeting is scheduled for Wednesday, July 18, 2018, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 310-18: Motion was made by Curtis Barrett and seconded by Charlene Norris to adjourn the June 20, 2018, meeting. Motion carried.

Upcoming Meetings:

- ☐ Regular Monthly Meeting – Wednesday, July 18, 2018 @ 3:00 PM, Reagan Room, County Office Building
- ☐ EPS Presentations to EAC – *tentatively* Monday, August 13, 2018 @ 6:30 PM
- ☐ Arbor Day Tree Planting Ceremony – Rescheduled to Fall 2018



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Brenda Dinne, Staff Liaison/Secretary
Department of Land
& Resource Management

Meeting Summary for July 18, 2018

Members

- Curtis Barrett (absent)
- Ellen Cutsail
- Jesse Drummond
- David Hynes (absent)
- Charlene Norris
- Craig Paskoski
- Tiffany VanDerwerker
- Frank Vleck (absent)

County Government

- Brenda Dinne, Special Projects Coordinator/
EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary

Other

Lorenzo Bellamy, Bellamy Genn Group

1. CALL TO ORDER –

Mr. Paskoski, Vice-Chair, officially called the July 18, 2018, meeting of the Environmental Advisory Council (EAC) to order at 3:00 p.m. in the Reagan Room of the County Office Building.

2. PUBLIC COMMENTS & CONCERNS –

None.

3. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the June 20, 2018, minutes was discussed. Ms. Cutsail requested that the first sentence at the top of the third page be changed to include land for wastewater treatment plant expansion.

APPROVAL OF MINUTES – Motion 311-18: Motion was made by Ellen Cutsail and seconded by Jesse Drummond to approve the June 20, 2018, meeting minutes as amended. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Subcommittee

Discussion/Decision:

- No new information to discuss. Since the subcommittee/SWAC only meets quarterly, this item will only appear on the agenda following the SWAC meetings in the future.

Action Items:



5. STAFF LIASION REPORT –**Discussion/Decision:**

- At this time, the August agenda is expected to include:
 - discussion of any revisions to the EPS report as a result of the presentations,
 - discussion of tasks and possible assignments for the plastic bag reduction report, and
 - status of the SolSmart application.
- The EPS presentations have been confirmed to be held Monday, August 13, 2018, in the Reagan Room of the County Office Building.

Action Items:**Reference/Attachment(s):**

- n/a

6. NEW BUSINESS –**a. Plastic Shopping Bag Reduction Project – Draft Scope Review and Possible Approval****Discussion/Decision:**

- This project will be similar to the EPS project and research. If approved, the scope is not set in stone, but indicates the EAC's intended direction at the outset. Adjustments can be made as new information is found.
- No changes were made to the draft scope.

Action Items:

Ms. Dinne: Draft tasks to potentially be divvied out at the August meeting.

Reference/Attachment(s):

- n/a

APPROVAL OF PLASTIC SHOPPING BAG REDUCTION SCOPE – Motion 312-18: Motion was made by Ellen Cutsail and seconded by Charlene Norris to approve the Plastic Shopping Bag Reduction Project Scope, as written. Motion carried.

b. Residential Graywater Public Outreach – Draft Scope Review and Possible Approval**Discussion/Decision:**

- The intent of this project is to offer an informative brochure or flyer to the community to raise awareness of long-term water use, recycling, and reduction in Carroll County.
- Maryland Department of the Environment (MDE) must adopt implementing regulations associated with Senate Bill (SB) 496 before residents could utilize this option. MDE anticipates the draft regulations to be available in October 2018.
- Ms. VanDerwerker recused herself from this topic due to a potential conflict of interest.
- No changes were made to the draft scope.

Action Items:

Ms. Dinne: Draft tasks to potentially be divvied out at the August meeting.

Reference/Attachment(s):

- n/a

APPROVAL OF RESIDENTIAL GRAYWATER PUBLIC OUTREACH SCOPE – Motion 313-18: Motion was made by Ellen Cutsail and seconded by Tiffany VanDerwerker to approve the Residential Graywater Public Outreach Scope, as written. Motion carried.

7. BUSINESS IN PROGRESS –**c. Community Solar Project (“CSEGS”) – Discussion and Possible Approval****Discussion/Decision:**

- The summary, background, and purpose will be combined into one introduction section.
- A few minor additional changes were discussed.
- The EAC members will review the revisions prior to the August meeting. The members will vote on final approval at the August meeting.

Action Items:

- ★ Ms. Dinne: Revise final draft and send out to EAC members for review before next meeting.

Reference/Attachment(s):

- n/a

b. Expanded Polystyrene (EPS) Foam Reduction Project – Discussion**Discussion/Decision:**

- The definition of EPS in the report will be revisited to ensure it is accurate to the products the report is intended to address. The EAC will review that revision prior to the EPS presentations on August 13.
- Ms. Cutsail will not be able to attend the presentations as it is the same evening as the Union Bridge Town Council meeting. She will be sent any materials provided.

Action Items:

- ★ Ms. Dinne: Request EPS speakers to provide supporting written materials ahead of presentations for EAC to review and be prepared with questions.
- ★ Ms. Dinne: Investigate definition of EPS and revise report as needed. Send revised report to EAC for review.
- ★ Ms. Dinne: Send written materials & EPS presentations to EAC members.

Reference/Attachment(s):

- n/a

8. OTHER –**Discussion/Decision:**

- No other business was raised.

Action Items:

★

Reference/Attachment(s):

- n/a

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 3:37 p.m. The next regular monthly meeting is scheduled for Wednesday, August 15, 2018, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 314-18: Motion was made by Ellen Cutsail and seconded by Jesse Drummond to adjourn the July 18, 2018, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Special Meeting: EPS Presentations to EAC – Monday, August 13, 2018 @ 6:30 PM, Reagan Room, County Office Building*
- ☐ *Regular Monthly Meeting – Wednesday, August 15, 2018 @ 3:00 PM, Reagan Room, County Office Building*
- ☐ *Arbor Day Tree Planting Ceremony – Rescheduled to Fall 2018*



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Brenda Dinne, Staff Liaison/Secretary
Department of Land
& Resource Management

Meeting Summary for August 15, 2018

Members

- Curtis Barrett
- Ellen Cutsail
- Jesse Drummond
- David Hynes
- Charlene Norris (absent)
- Craig Paskoski
- Tiffany VanDerwerker
- Frank Vleck

County Government

- Brenda Dinne, Special Projects Coordinator/
EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary

Other Attendees

- Jennifer Turiano, Carroll County Times

1. CALL TO ORDER –

Mr. Vleck, Chair, officially called the August 15, 2018, meeting of the Environmental Advisory Council (EAC) to order at 2:59 p.m. in the Reagan Room of the County Office Building.

2. PUBLIC COMMENTS & CONCERNS –

None.

3. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the July 18, 2018, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 315-18: Motion was made by Ellen Cutsail and seconded by Craig Paskoski to approve the July 18, 2018, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

- a. None

Discussion/Decision:

- At the July 18 meeting, it was suggested to remove the Solid Waste Subcommittee agenda item except for the months when Solid Waste Advisory Council (SWAC) had met, and there was an update. This was discussed again. Instead of removing it from the agenda when there was no SWAC meeting, it will remain on the monthly agenda, and the EAC representative will indicate if there is nothing to report. The next SWAC meeting is scheduled for September 6.
- Mr. Vleck reported that the New Windsor Town Council voted affirmatively to participate in the FuTuRe pilot program.

Action Items:**5. STAFF LIASION REPORT –****Discussion/Decision:**

- Effective August 1, 2018, Carroll County Government email domain changed from @ccg.carr.org to @carrollcountymd.gov.
- The EAC received a positive email from Zoning Office staff member, Kiersten Eggerl, complimenting the EAC's *Guide to Residential Solar Installation in Carroll County* and its usefulness.
- The Tree Planting Ceremony is scheduled for Friday, September 28, 2018. The tentative start time is 3:00 PM at Carroll Community College (CCC) in the grove behind K-Building. Speakers at the ceremony include, but are not limited to: Commissioner Weaver; Dr. James Ball, President of CCC (invited); and EAC representatives. The college also inquired if the EAC is interested, as part of the ceremony or instead of the trees in the grove, in replacing Ash trees that need to be removed due to disease. More information is needed.
- The Maryland Sierra Club members at the August 13 expanded polystyrene (EPS) meeting offered to arrange for the EAC members a tour of Prince George's (PG) County composting facilities. EAC members were interested. Ms. Dinne will pursue arranging a tour.
- Maryland Department of the Environment (MDE) has not yet adopted regulations prescribing how residential graywater reuse can be implemented by a homeowner. However, the Chair requested to include the residential graywater project on the September agenda to begin preliminary discussion.

Action Items:

- ★ Ms. Dinne: Follow up with Carroll Community College for more details on the proposal for EAC to replace trees that need to be removed.
- ★ Ms. Dinne: Contact Ms. Ainsworth or PG County to arrange a tour of the PG County composting facility.

Reference/Attachment(s):

- n/a

6. NEW BUSINESS –

- None.

7. BUSINESS IN PROGRESS –**a. Community Solar Project – Approval****Discussion/Decision:**

- No additional changes were discussed.
- This report will be presented to the Board at the same time that the EPS report is presented.

APPROVAL OF COMMUNITY SOLAR FINAL REPORT – Motion 316-18: Motion was made by Jesse Drummond and seconded by Curtis Barrett to approve the Community Solar final report as written. Motion carried.

Action Items:**Reference/Attachment(s):**

- n/a

b. Plastic Shopping Bag Reduction Project – Tasks**Discussion/Decision:**

- Per the Chair, this agenda item was switched with the EPS agenda item to ensure time did not run out to cover this item if the EPS discussion ran long.
- This project will be similar in scope and the report similar in content to the EPS project and report.
- Ms. VanDerwerker, Mr. Drummond, and Ms. Cutsail volunteered to research plastic shopping bag use in Carroll County, prior legislation introduced and bans implemented in Maryland at the state and local level, and alternatives and their costs.
- Bulleted notes on research will be available to the other EAC members by September 14 to review for content.
- The [approved scope](#) of work is available on the EAC webpage. It is a working document that can be adjusted as needed.

Action Items:

- ★ Ms. Dinne: Provide outline for bulleted research notes.
- ★ Mr. Drummond: Research how these bags are recycled now in Carroll County, and identify who uses, who would be most affected by a reduction in use, and if any County government facilities or affiliates use them. Add bulleted notes to outline by September 14.
- ★ Ms. Cutsail: Research prior legislation in Maryland to ban use, as well as other Maryland jurisdictions that have implemented a reduction or ban and their requirements. Add bulleted notes to outline by September 14.
- ★ Ms. VanDerwerker: Research alternatives to plastic shopping bags available for businesses and the costs. Add bulleted notes to outline by September 14.
- ★ EAC Members: Review research notes for content prior to discussion at September 19 meeting.

Reference/Attachment(s):

- n/a

c. Polystyrene Foam Reduction Project – Discussion**Discussion/Decision:**

- On August 13, 2018, the Sierra Club (Sydney Jacobs), Dart Corporation (Paul Poe), Montgomery County (Eileen Kao), and the University of Maryland Environmental Finance Center (Mike Hunninghake) presented to the EAC various perspectives and data related to implementing an EPS ban to help inform the EAC's efforts. This information was discussed to determine what information was not already included in the report and should be incorporated. The presentations and supporting materials are available on the EAC webpage.
- The primary information to be added included additional possible repercussions of the various options and emphasis on the likelihood that there would be tradeoffs and possibly unintended consequences to

move in certain directions. Further clarifications will also be added, as well as including all of the supporting materials from the presentations to the References section.

Action Items:

- ★ Ms. Dinne: Verify with Maria Myers 1) if Carroll County and Dart have the same requirements that foam collected for recycling needs to be clean, 2) if Dart would accept dirty lunch trays from the schools, and 3) what happens to foam that is not recycled.
- ★ Ms. Dinne: Follow up with Eileen Kao of Montgomery County on the costs to implement a ban (although these costs are not intended to be included in the report as Montgomery County is very different from Carroll in terms of facilities and resources).
- ★ EAC Members: Finish reviewing supporting materials received from speakers and identify any additional information from these materials to include in the report by August 23.
- ★ EAC Members: Send any additional proofreading comments to Ms. Dinne by August 23.
- ★ Ms. Dinne: Prepare final draft for the EAC members to review prior to approval at the September 19 meeting.

Reference/Attachment(s):

- n/a

8. OTHER –

- No other business was raised.

Action Items:

★

Reference/Attachment(s):

- n/a

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:24 p.m. The next regular monthly meeting is scheduled for Wednesday, September 19, 2018, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 317-18: Motion was made by Ellen Cutsail and seconded by Tiffany VanDerwerker to adjourn the August 15, 2018, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Regular Monthly Meeting – Wednesday, September 19, 2018 @ 3:00 PM, Reagan Room, County Office Building*
- ☐ *Tree Planting Ceremony – Friday, September 28, 2018 @ 3:00 PM (tentative) – Carroll Community College*



Carroll County Environmental Advisory Council

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Frank Vleck, Chair
Craig Paskoski, Vice-Chair

Brenda Dinne, Staff Liaison/Secretary
Department of Land
& Resource Management

Meeting Summary for September 19, 2018

Members

- Curtis Barrett (absent)
- Ellen Cutsail
- Jesse Drummond
- David Hynes
- Charlene Norris
- Craig Paskoski
- Tiffany VanDerwerker
- Frank Vleck

County Government

- Brenda Dinne, Special Projects Coordinator/
EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary

Other Attendees

- Sandra Zebal

1. CALL TO ORDER –

Mr. Vleck, Chair, officially called the September 19, 2018, meeting of the Environmental Advisory Council (EAC) to order at 3:00 p.m. in the Reagan Room of the County Office Building.

2. PUBLIC COMMENTS & CONCERNS –

None.

3. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the August 15, 2018, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 318-18: Motion was made by Ellen Cutsail and seconded by Charlene Norris to approve the August 15, 2018, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Advisory Committee (SWAC)

Discussion/Decision:

- There was not a quorum at the last meeting, thus there was no new information to report. The next SWAC meeting is scheduled for December 6.

Action Items:



b. FuTuRe Pilot Program in New Windsor

Discussion/Decision:

- Some members have received feedback from residents with concerns about paying for trash collection twice, since they are already paying through their town taxes.

Action Items:**5. STAFF LIASION REPORT –****Discussion/Decision:**

- Mr. Vleck reminded members to read their EAC emails, to respond accordingly, including attendance, and to review all materials sent.
- A draft of the 2019 Work Plan and any additional ideas will be discussed at the next meeting.
- Members wanted to continue to receive hardcopies of the handouts. They will be three-hole punched.
- Ms. Dinne has not received a response yet from the Prince George's County composting facility operator regarding a tour.

Action Items:**Reference/Attachment(s):**

- n/a

6. NEW BUSINESS –

- None.

7. BUSINESS IN PROGRESS –**a. Polystyrene Foam Reduction Report – Approval****Discussion/Decision:**

- No additional changes were discussed.
- This report will be presented to the Board at the same time that the Community Solar report is presented. It will be posted online after it is presented to the Board.

APPROVAL OF POLYSTYRENE FOAM REDUCTION FINAL REPORT – Motion 319-18: Motion was made by Ellen Cutsail and seconded by Craig Paskoski to approve the polystyrene foam reduction final report as written. Motion carried.

Action Items:**Reference/Attachment(s):**

- n/a

b. Tree Planting Ceremony in honor of Environmental Awareness Award Winners – Discussion**Discussion/Decision:**

- The Tree Planting Ceremony is scheduled for Friday, September 28, 2018, at 3:00 PM at Carroll

Community College (CCC) in the grove behind K-Building. Ms. Dinne reviewed the program. Details for delivery of the donated trees will be provided after coordination with the County Forester.

- Ms. Dinne relayed to the Community College that the EAC suggested any possible involvement by the EAC in replacing trees that were lost on campus should occur in the spring.

Action Items:

- ★ Ms. Dinne: Contact County Forester to coordinate the tree grove sign installation and delivery/planting of trees prior to the ceremony.

Reference/Attachment(s):

- n/a

c. Plastic Shopping Bag Reduction Project – Discussion

Discussion/Decision:

- This project will be similar in scope and the report similar in content to the expanded polystyrene project and report.
- Each member reviewed the content that proposed to be included in the report based on his or her research. Feedback for additional content included:
 - ♦ Define the types of plastic bags that are the subject of the report,
 - ♦ Describe which types of plastic shopping bags are recyclable in general and which are recyclable in Carroll County,
 - ♦ Indicate the percentage of plastic shopping bags that are returned or collected for recycling, and
 - ♦ Identify what the stores do with the bags after they are collected.
- If a survey was considered, it would be included in the section identifying possible next steps section for the Board to consider.
- The next steps were reviewed. Any additional content will be added to the notes outline. The initial text for each section will be drafted by October 11 in the shared document. Ms. Dinne will edit to create compiled draft. The compiled draft will be ready for EAC members to review for the November 28 meeting.

Action Items:

- ★ EAC Members: Finish any additional research based on feedback and add to content outline notes by October 11.
- ★ EAC Members: Draft initial text for assigned content in shared document by October 11.
- ★ Ms. Dinne: Edit compiled initial draft and prepare for review by full EAC by November 21.

Reference/Attachment(s):

- n/a

d. Residential Graywater Public Outreach – Discussion

Discussion/Decision:

- Ms. Dinne presented the background of Maryland Senate Bill 496 (SB 496) Environment – Graywater – Residential Uses in preparation for the upcoming research and development of public outreach materials. SB 496 was approved by Governor Hogan on May 15, 2018. The bill requires Maryland Department of the Environment (MDE) to draft regulations to prescribe how residential graywater reuse can be implemented by a homeowner. MDE originally anticipated draft regulations by October 2018,

but is now anticipated for an undetermined date.

Action Items:



Reference/Attachment(s):

- [PowerPoint: Residential Graywater, September 19, 2018](#)

e. SolSmart – Update

Discussion/Decision:

- The application was submitted on September 17, 2018. Based on our eligibility on the application, the review committee will be evaluating Carroll County for the Silver designation. A decision on the designation should be made in October.
- It was suggested that the SolSmart designation, assuming we receive it, be added to the Environmental Stewardship booklet the next time it is updated.

Action Items:

- ★ Ms. Dinne Add the SolSmart designation under the Solar section of the 2019 Environmental Stewardship in Carroll County booklet.

Reference/Attachment(s):

- n/a

8. OTHER –

- No other business was raised.

Action Items:



Reference/Attachment(s):

- n/a

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:32 p.m. The next regular monthly meeting is scheduled for Wednesday, October 17, 2018, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 317-18: Motion was made by Ellen Cutsail and seconded by David Hynes to adjourn the September 19, 2018, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Tree Planting Ceremony – Friday, September 28, 2018 @ 3:00 PM – Carroll Community College*
- ☐ *Regular Monthly Meeting – Wednesday, October 17, 2018 @ 3:00 PM, Room 204, County Office Building*



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Brenda Dinne, Staff Liaison/Secretary
Department of Land
& Resource Management

Meeting Summary for October 17, 2018

Members

- Curtis Barrett
- Ellen Cutsail (absent)
- Jesse Drummond
- David Hynes
- Charlene Norris (absent)
- Craig Paskoski
- Tiffany VanDerwerker
- Frank Vleck

County Government

- Brenda Dinne, Special Projects Coordinator/
EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary

Other Attendees

- Jennifer Turiano, Carroll County Times

1. CALL TO ORDER –

Mr. Vleck, Chair, officially called the October 17, 2018, meeting of the Environmental Advisory Council (EAC) to order at 3:00 p.m. in Room 204 of the County Office Building.

2. PUBLIC COMMENTS & CONCERNS –

None.

3. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the September 19, 2018, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 321-18: Motion was made by Jesse Drummond and seconded by David Hynes to approve the September 19, 2018, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Advisory Committee (SWAC)

Discussion/Decision:

- The next SWAC meeting is scheduled for December 6.

Action Items:



b. FuTuRe Pilot Program in New Windsor

Discussion/Decision:

- Mr. Vleck shared some of the feedback on the pilot program that he was seeing on the New Windsor Community Facebook page.

Action Items:**5. STAFF LIASION REPORT –****Discussion/Decision:**

- The November/December meeting is scheduled for the evening of November 28, 2018. Agenda items to address will include, but are not limited to:
 - 2019 Work Plan
 - 2018 Annual Report
 - Plastic Shopping Bags
- The EAC has time scheduled with the Board on November 1, 2018, to present the Community Solar and EPS reports, as well as the SolSmart status. The reports will be posted online after they are presented to the Board. Mr. Drummond and Mr. Barrett will take the lead on the community solar presentation. Mr. Vleck and Mr. Paskoski will take the lead on the EPS presentation. Ms. Dinne will draft PowerPoints for each to use.
- The EAC members were reminded to copy Ms. Dinne on any electronic correspondence regarding anything pertaining to the EAC for its records so there is a copy in the file. If a member has a personal conversation, by phone or in person, they can send her an email with the person's name, date and time, and a brief summary of what was discussed.

Action Items:

- ★ Ms. Dinne: Draft PowerPoint for the Community Solar and EPS reports and send to those leading on each to review and use for their presentations.

Reference/Attachment(s):

- n/a

6. NEW BUSINESS –**a. 2019 Meeting Dates – Discussion and Possible Approval****Discussion/Decision:**

- No changes were discussed.

APPROVAL OF THE 2019 MEETING DATES – Motion 322-18: Motion was made by Curtis Barrett and seconded by Tiffany VanDerwerker to approve the 2019 Meeting Dates as proposed. Motion carried.

Action Items:

- ★ Ms. Dinne: Post approved 2019 Meeting Dates on EAC webpage.

Reference/Attachment(s):

- n/a

b. 2019 Work Plan – Discussion**Discussion/Decision:**

- The proposed EAC projects for calendar year 2019 were reviewed. The plastic shopping bags reduction report and the residential graywater public outreach will be continued over from the 2018 Work Plan since they are not yet completed. The EAC will continue its biennial residential/general public MS4 workshop, which is proposed for the next several years to be focused on outreach to municipal residents. The Environmental Stewardship booklet is updated biennially and is due to be updated in 2019. A Guide to Becoming a Community Solar Subscriber is a proposed public outreach piece that would follow up on the Community Solar report to the Board in this calendar year if the Board concurs. Lastly, if directed by the Board, public outreach materials on EPS reduction could be included in the work plan as a follow-up on the EPS report to the Board in 2018.
- As the EAC will have a very full plate if the work plan proceeds as proposed for 2019, Mr. Drummond suggested a future work plan item could be a public outreach piece on other forms of alternative or green energy and/or choosing your energy provider.
- Ms. Dinne will finalize the proposed draft of the work plan accordingly following the presentation to the Board regarding the Community Solar and EPS reports. The final draft will be considered by the EAC for approval as the proposed 2019 Work Plan at the November 28 EAC meeting..

Action Items:

- ★ Ms. Dinne: Finalize draft work plan and send to EAC for final review before November 28.

Reference/Attachment(s):

- n/a

c. Awards Committee – Discussion**Discussion/Decision:**

- Several potential issues for discussion and consideration regarding the awards process were raised during the process earlier in 2018. These issues included the frequency with which the awards would be giving, the actual physical award to be presented, and how to generate more participants. Additional topics discussed during the meeting included the number of categories, category names, increasing significance, and when and where to present the awards.
- The EAC formed a committee to consider these issues. The committee will discuss and recommend items to improve the process and visibility in the future and bring these suggestions back to the full EAC to consider. Mr. Hynes, Mr. Barrett, and Mr. Vleck volunteered to serve on this committee.
- Members offered some ideas for consideration by the committee during their discussions.

Action Items:

- ★ Ms. Dinne: Coordinate on how to proceed and schedule time(s) for committee to meet.
- ★ Mr. Hynes, Mr. Barrett, Mr. Paskoski: Meet as committee to discuss ideas and prepare recommendations to bring back to the full EAC for consideration.

Reference/Attachment(s):

- n/a

7. BUSINESS IN PROGRESS –**a. Plastic Shopping Bag Reduction Project – Update****Discussion/Decision:**

- A few additional items for research were discussed at the last meeting. The members working on this project are researching those items and drafting the initial text for their sections. Ms. Dinne needs these sections complete by the end of October (extended from October 11) to be able to compile the text and edit it to make it “one voice.” Ms. Dinne will send the complete draft of these sections to the EAC for review before the November 28 meeting. The EAC will provide feedback on the initial draft at that meeting.

Action Items:

- ★ Ms. Cutsail, Mr. Drummond, Ms. VanDerwerker: Complete any additional research and draft initial text for assigned sections by end of October.
- ★ Ms. Dinne: Compile initial draft and send out for members to review before November 28 meeting.

Reference/Attachment(s):

- n/a

b. Residential Graywater Public Outreach – Discussion**Discussion/Decision:**

- No updates to report at this time. MDE has not yet released regulations to indicate how this should be implemented.

Action Items:

★

Reference/Attachment(s):

- n/a

c. SolSmart – Status**Discussion/Decision:**

- An application for designation as a SolSmart community was submitted on September 17, 2018. On October 16, 2018, Carroll County received notice that Silver designation has been achieved. The EAC will share the good news during the EAC’s time with the Board on November 1, 2018.

Action Items:**Reference/Attachment(s):**

- n/a

8. OTHER –

- The Prince George's County composting facility operator has not yet responded regarding a request for a tour for the EAC.

Action Items:**Reference/Attachment(s):**

- n/a

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:00 p.m. The next regular monthly meeting is scheduled for Wednesday, November 28, 2018, at 6:30 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 323-18: Motion was made by Curtis Barrett and seconded by Craig Paskoski to adjourn the October 17, 2018, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Community Solar and EPS Report Presentations to the Board – Thursday, November 1, 2018, Room 311, County Office Building*
- ☐ *Regular Monthly Meeting – Wednesday, November 28, 2018 @ 6:30 PM, Reagan Room, County Office Building*
- ☐ *Regular Monthly Meeting – Wednesday, January 16, 2019 @ 3:00 PM, Reagan Room, County Office Building*



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Meeting Summary for November 28, 2018

Members

- Curtis Barrett
- Ellen Cutsail (absent)
- Jesse Drummond
- David Hynes
- Charlene Norris
- Craig Paskoski (absent)
- Tiffany VanDerwerker
- Frank Vleck

County Government

- Brenda Dinne, Special Projects Coordinator/
EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary

Other Attendees

- None

1. CALL TO ORDER –

Mr. Vleck, Chair, officially called the November 28, 2018, meeting of the Environmental Advisory Council (EAC) to order at 6:32 p.m. in Room 204 of the County Office Building. Note: This meeting was not video recorded.

2. PUBLIC COMMENTS & CONCERNS –

None.

3. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the October 17, 2018, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 324-18: Motion was made by Curtis Barrett and seconded by Charlene Norris to approve the October 17, 2018, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Advisory Committee (SWAC)

Discussion/Decision:

- The next SWAC meeting is scheduled for December 6.

Action Items:



b. FuTuRe Pilot Program in New Windsor**Discussion/Decision:**

- Mr. Vleck shared that the pilot program started in New Windsor on November 6, 2018. The compliance rate is high so far.

Action Items:**5. STAFF LIASION REPORT –****Discussion/Decision:**

- The next meeting is scheduled for January 16, 2019, at 3:00 PM. Agenda items to address will include, but are not limited to:
 - Single-Use Plastic Bags (SUPBs) Report
 - Environmental Stewardship Booklet
- As a member of the Awards Committee, David Hynes will be attending the Carroll County Fair Board meeting on January 23, 2019, to discuss the possibility of holding the Environmental Awareness Awards presentation at the Carroll County 4H & FFA Fair.
- The Annual Joint Meeting with the Board has been scheduled for Thursday, February 7, 2019, at 1:00 PM.
- Mr. Barrett will not be able to attend the January meeting. Mr. Vleck will not be able to attend the February meeting. Mr. Hynes will not be able to attend the March meeting.

Action Items:

- ★ Ms. Dinne: Confirm if agendas need to be posted or the meetings advertised for committee meetings.
- ★ Mr. Barrett: Email available dates to other committee members to meet in January.
- ★ Mr. Hynes, Mr. Barrett, Mr. Vleck: Meet to discuss initial ideas prior to January 23, if possible.

Reference/Attachment(s):

- n/a

6. NEW BUSINESS –**a. 2018 Annual Report****Discussion/Decision:**

The Annual Report was approved with the following changes:

- Since the annual joint meeting date with the Board of County Commissioners has changed from January 31 to February 7, this change will be reflected in the report.
- The spelling of “gray” will be made consistent throughout.
- “Draft” will be removed from the document.

APPROVAL OF THE 2019 MEETING DATES – Motion 325-18: Motion was made by Curtis Barrett and seconded by Jesse Drummond to approve the 2018 Annual Report, as amended. Motion carried.

Action Items:

- ★ Ms. Dinne: Post approved 2018 Annual Report on EAC webpage.

Reference/Attachment(s):

- [2018 Annual Report](#)

7. BUSINESS IN PROGRESS –**a. 2019 Work Plan – Discussion****Discussion/Decision:**

- The Proposed 2019 Work Plan was approved with the following change:
 - ♦ The anticipated completion date of the graywater project was changed to Fall 2019 since there is no movement from MDE yet on the regulations.
- The Board will be presented with the 2019 Work Plan at the Annual Joint Meeting on February 7, 2019. The Board may request at that time for additional projects to be included.

APPROVAL OF THE 2019 MEETING DATES – Motion 326-18: Motion was made by Tiffany VanDerwerker and seconded by Charlene Norris to approve the 2019 Work Plan, as amended. Motion carried.

Action Items:

- ★ Ms. Dinne: Post approved Proposed 2019 Work Plan on EAC webpage.

Reference/Attachment(s):

- [Proposed 2019 Work Plan](#)

b. Residential Graywater Public Outreach – Update**Discussion/Decision:**

- MDE still has not yet released regulations to indicate how this should be implemented.

Action Items:

★

Reference/Attachment(s):

- n/a

c. Single-Use Plastic Bag Reduction Project – Update**Discussion/Decision:**

- The EAC will not be providing recommendations for specific options with this report. As with the EPS report, the report will provide background information and available options for the Board's information only. Possible next steps will be included for the Board's consideration in the event the Board decides to move forward with any of the options or more specific study.
- The members will revisit the order of content when closer to a complete final draft.
- The members generally felt the content of the current draft under discussion represents the appropriate information needed and is fairly complete. The report is not intended to be a comprehensive, in-depth study. If the Board needs more information, it can be requested, but too much initial information is difficult to wade through.

- The next step is to complete any follow-up items and research the pros and cons of the potential options. A revised draft is anticipated to be sent to the EAC members for review just prior to the January 16 meeting. Some members may be asked to provide additional research.

Action Items:

- ★ Various EAC Members If individually requested, research pros and cons of various potential options for reduction of SUPBs in Carroll County.
- ★ Ms. Dinne Add pros and cons of various options based on additional member research.

Reference/Attachment(s):

- n/a

8. OTHER –

- Frank Vleck noticed Brick Ridge Inn in Mount Airy, one of the previous Business Category Environmental Awareness Awards winners, is using biodegradable containers instead of EPS.

Action Items:**Reference/Attachment(s):**

- n/a

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 7:35 p.m. The next regular monthly meeting is scheduled for Wednesday, January 16, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 327-18: Motion was made by Curtis Barrett and seconded by Tiffany VanDerwerker to adjourn the November 28, 2018, meeting. Motion carried.

Upcoming Meetings:

- ☐ Regular Monthly Meeting – Wednesday, January 16, 2019 @ 3:00 PM, Reagan Room, County Office Building
- ☐ Annual Joint Meeting – Thursday, February 7, 2019 @ 1:00 PM, Reagan Room, County Office Building