



# Carroll County Environmental Advisory Council

225 N Center Street  
Westminster, MD 21157-5194  
Telephone: 410-386-2140  
Fax: 410-386-2924  
[EAC@carrollcountymd.gov](mailto:EAC@carrollcountymd.gov)

Frank Vleck, Chair  
Craig Paskoski, Vice Chair

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

## Meeting Summary for January 19, 2022

### Members

- Cathleen Anthony
- Curtis Barrett
- Jesse Drummond
- Kathleen Marasco
- Charlene Norris
- Craig Paskoski
- Tom Scanlan
- Frank Vleck

### County Government

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Cliff Engle, Chief, Bureau of Solid Waste
- Maria Myers, Recycling Manager

### Other Attendees

- None

### **1. CALL TO ORDER -**

- Mr. Vleck, Chair, officially called the January 19, 2022, meeting of the Environmental Advisory Council (EAC) to order at 3:00 PM in a virtual GoToMeeting.
- Public participants must join the meeting by calling the phone number listed on the agenda.

### **2. APPROVAL OF MEETING MINUTES -**

#### **a. November 17, 2021**

#### **Discussion/Decision:**

- Approval of the October minutes was discussed. No changes were made.

**APPROVAL OF MINUTES - Motion 404-22:** Motion was made by Curt Barrett and seconded by Jesse Drummond to approve the November 17, 2021, meeting minutes as written. Motion carried.

### **3. STAFF LIAISON REPORT -**

#### **Discussion/Decision:**

- Karen Miller left employment with Carroll County Government, and Denise Mathias will be taking her place providing administrative support to the EAC.
- The Board of County Commissioners have not yet made an appointment for the remaining vacant EAC seat.
- The annual joint meeting with the Board is scheduled for Thursday, January 27, 2022, at 1:00 PM. It will be a GoToMeeting. Chair Vleck will review the 2021 Annual Report, and Vice Chair Paskoski will review the four primary proposed projects in the work plan.
- If the Board concurs with the proposed projects in the work plan, the February 16 EAC meeting agenda will include a review of the scope for the recycling guide and the salt management for homeowners booklet.

**4. BUSINESS IN PROGRESS -**

**a. 2021 Annual Report - Review & Potential Approval**

**Discussion/Decision:**

- No changes were made to the final draft. The 2021 Annual Report was approved.

**APPROVAL OF MINUTES - Motion 402-21:** Motion was made by Craig Paskoski and seconded by Tom Scanlan to approve the 2021 Annual Report. Motion carried.

**Action Items:**

- ★ Ms. Dinne Finalize the annual report and send with packets to BCC for annual joint meeting.

**Reference/Attachment(s):**

- [2021 Annual Report](#)

**5. NEW BUSINESS -**

**a. Recycling in Carroll County Status Update - Maria Myers, Recycling Manager**

**Discussion:**

- Maria Myers, Carroll County Recycling Manager, within the Department of Public Works Solid Waste Bureau, presented an update on the status of recycling in Carroll County. She discussed current MRA recycling rate (41% in 2020), as well as some of the issues currently affecting recycling. She clarified some of the items that are acceptable for recycling.
- "Dirty" recycling, which is an item not properly cleaned, and contaminated loads (those include an item that isn't actually recyclable) are significant issues at this time. An entire load could be rejected by a hauler if one item in the bin is not acceptable.
- Ms. Myers reviewed potential legislation to be discussed by the 2022 General Assembly.
- She discussed some new and returning recycling opportunities and events.

**Reference/Attachment(s):**

- Presentation: [Recycling in Carroll County Status Update - January 19, 2022](#)

**b. Carroll County Resource Recovery Park & Northern Landfill Update - Cliff Engle, Chief, Bureau of Solid Waste**

**Discussion:**

- Cliff Engle, Chief of Solid Waste within the Department of Public Works, shared information about property acquisition adjoining the landfill property. He discussed work that will be done for a property boundary survey, as well as an update to the Solid Waste Enterprise Fund (SWEF) Master Plan. A Request for Proposal will be developed. Improvements to the resource recovery park will be considered to increase long-term sustainability of the facility and services. He reviewed the timeline for the SWEF Master Plan update.

**Reference/Attachment(s):**

- Presentation: [Carroll County Resource Recovery Park & Northern Landfill Update - January 19, 2022](#)

Motions	Action Items	Attachments
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**6. OTHER -**

- Ms. Dinne mentioned that rooftop solar was installed at the Marvel comic book distribution center in Hampstead. The ribbon cutting was held on November 30, 2021. At 23 acres, it was considered the largest in the country at that time. It was installed by Summit Ridge Energy. This is the type of solar development that we like to see, as it does not take vacant land away from other uses.

**7. PUBLIC COMMENTS & CONCERNS -**

None.

**8. ADJOURN REGULAR MEETING -**

- The meeting adjourned at 5:00 PM. The next monthly meeting is scheduled for Wednesday, February 16, 2022, at 6:30 PM.

**MEETING ADJOURNMENT - MOTION 406-22:** Motion was made by Tom Scanlan and seconded by Curt Barrett to adjourn the November 17, 2021, meeting. Motion carried.

**Upcoming Meetings:**

Regular Monthly Meeting – Wednesday, February 16, 2022 @ 6:30 PM, GoToMeeting



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Department of Land  
& Resource Management

## Meeting Summary for February 16, 2022

### Members

- Cathleen Anthony
- Curtis Barrett
- Jesse Drummond
- Kathleen Marasco
- Charlene Norris
- Craig Paskoski
- Tom Scanlan
- Frank Vleck

### County Government

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Denise Mathias, EAC Admin Support
- ✓

### Guest Speakers

- None

### Other Attendees

- None

## **1. CALL TO ORDER -**

- Mr. Vleck, Chair, officially called the February 23, 2022, meeting of the Environmental Advisory Council (EAC) to order at 6:30 PM in a virtual GoToMeeting.
- Public participants must join the meeting by calling the phone number listed on the agenda.

## **2. APPROVAL OF MEETING MINUTES -**

### **a. January 19, 2022**

### Discussion/Decision:

- Approval of the January minutes was discussed. No changes were made.

**APPROVAL OF MINUTES - Motion 407-22:** Motion was made by Craig Paskoski and seconded by Curt Barrett to approve the January 19, 2022, meeting minutes as written. Motion carried.

## **3. STAFF LIAISON REPORT -**

### Discussion/Decision:

- The EAC welcomed Denise Mathias. Ms. Mathias will be providing administrative support to the EAC.
- Next month, the agenda will include continued discussion of the LitterLess Guide and the Re-Learn Recycling Guide. In April, the EAC will receive an informational presentation on the Howard County composting facility.

## **4. NEW BUSINESS -**

### **a. Salt Management for Homeowners Guide - Review of Scope (20 minutes)**

### Discussion:

- Since several members are new, Ms. Dinne explained the purpose and content of the scopes of work and how the EAC approaches the research and writing for projects.

- Ways to mitigate the impacts of salt in stormwater runoff will be added to the content outline for this public outreach piece.
- Jesse Drummond, Curt Barrett, Frank Vleck, and Kathleen M will work on this project.
- Since this piece will not be completed in time for use this winter, the EAC will push to complete the LitterLess and Re-Learn Recycling Guides earlier than fall 2022. The project team may still research now, but the more EAC time will be meeting time will be dedicated to this project once the others are nearing completion.

**Action Items:**

★ J Drummond, C Barrett, F Vleck, K Marasco	1. Research the bulleted topics on the scope. 2. Insert to content outline bulleted text for content ideas. Include web address for any sources used.	By Jul 20 meeting
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**Reference/Attachment(s):**

- [Deicing for Homeowners Guide – Scope \(attached\)](#)

**b. Litter Public Outreach – Review of Scope (20 minutes)**

**Discussion:**

- The publication will be called “LitterLess Litter Resource Guide.”
- Possible sources of litter will be included in the scope.
- Cathleen Anthony, Charlene Norris, Tom Scanlan, and Craig Paskoski will serve on this project team.
- The project team will contact local volunteer groups for information as part of the research.
- The short report to the Board of County Commissioners was added to the scope. The report will include background information, and sources of litter if available, as well as possible options for addressing litter. The guide will be completed ahead of the report.

**Action Items:**

★ C Anthony, C Paskoski, C Norris, T Scanlan	1. Research the bulleted topics on the scope. 2. Insert to content outline bulleted text for content ideas. Include web address for any sources used.	By Mar 16 meeting
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**Reference/Attachment(s):**

- [LitterLess Litter Resource Guide – Scope \(attached\)](#)

**c. Recycling Guide – Review of Scope (20 minutes)**

**Discussion:**

- The publication will be called “Re-Learn Recycling Guide.”
- Tom Scanlan, Craig Paskoski, Kathleen Marasco, and Frank Vleck will serve on this project team.
- The economics of recycling in Carroll County was added to the scope of content. Reduce and reuse will also be emphasized.
- The EAC may propose a future work plan project to prepare an outreach piece or report to the Board on composting.

**Action Items:**

★ C Paskoski, T Scanlan, F Vleck, K Marasco	1. Research the bulleted topics on the scope. 2. Insert to content outline bulleted text for content ideas. Include web address for any sources used.	By Mar 16 meeting
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**Reference/Attachment(s):**

- [Re-Learn Recycling Guide – Scope \(attached\)](#)

**5. BUSINESS IN PROGRESS -**

a. None

**Discussion/Decision:**

- None.

**Action Items:**



**Reference/Attachment(s):**

- n/a

**6. OTHER -**

- None.

**7. PUBLIC COMMENTS & CONCERNS -**

None.

**8. ADJOURN REGULAR MEETING -**

- The meeting adjourned at 7:35 PM. The next monthly meeting is scheduled for Wednesday, March 16, 2022, at 3:00 PM.

**MEETING ADJOURNMENT - MOTION 408-22:** Motion was made by Curt Barrett and seconded by Tom Scanlan to adjourn the February 23, 2022, meeting. Motion carried.

**Upcoming Meetings:**

- Regular Monthly Meeting - Wednesday, March 16, 2022 @ 3:00 PM



## Deicing: Salt Management for Homeowners Scope

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### *Overall Task:*

The EAC will research various topics related to deicing for residential properties and how to reduce the use of deicing salt. The EAC will prepare a public outreach booklet tentatively anticipated to include, but not limited to:

- \* What are deicers and the different forms available,
- \* How it impacts water quality and other natural resources (+ pets),
- \* Best practices for applying deicers,
- \* Alternatives to salt for deicing, traction, and safety,
- \* What not to use,
- \* How to mitigate impacts of salt in runoff, such as rain gardens, and
- \* A sidebar on deicing best practices for roads.



### *Work Product:*

A booklet will be developed to provide Carroll County citizens with information about managing the use of deicing salt on residential properties. The booklet will be made available online and in hardcopy.

### *Timeline:*

Anticipated start for the project is spring 2022, with completion anticipated for fall of 2022.

### *EAC Project Team (Research & Writing):*

Jesse Drummond, Curt Barrett, Frank Vleck, Kathleen Marasco



# LitterLess:

## Litter Resource Guide for Carroll County Residents

### Scope

#### Overall Task:

The EAC will research various litter programs available in Carroll County and prepare a one-page public outreach sheet tentatively anticipated to include, but not limited to:

- ♻️ Causes... Where does the litter come from?
- ♻️ Why it's important to reduce litter,
- ♻️ How YOU can reduce litter, and
- ♻️ Links to programs that address litter or to volunteer.



A short report will also be prepared to provide to the Board of County Commissioners background information and options for consideration to address litter.

#### Work Product:

1. A one-page sheet (back and front) will be developed. The resource guide will share information with Carroll County citizens about the importance of reducing litter in Carroll County. It will also provide links to programs available in Carroll County that address litter and opportunities to volunteer. The resource guide will be made available online and in hardcopy.
2. A brief report to the Board of County Commissioners with information about litter and options for their consideration to address litter control.

#### Timeline:

Anticipated start for the project is winter 2022, with completion anticipated for late summer of 2022.

#### EAC Project Team (Research & Writing):

Cathleen Anthony, Craig Paskoski, Charlene Norris, Tom Scanlan





## “Re-Learn Recycling:” Recycling Guide for Carroll County Residents Scope

### **Overall Task:**

The EAC will research various recycling topics in Carroll County and prepare a public outreach booklet tentatively anticipated to include, but not limited to:

- ♻️ Brief current background/status of recycling in general, including the economics of recycling in Carroll County,
- ♻️ What can be recycled & what cannot,
- ♻️ What the numbers mean on plastic items,
- ♻️ Explain dirty and contaminated recycling, how to avoid it, & why it's important,
- ♻️ Where to recycle,
- ♻️ Additional options for reducing & reusing,
- ♻️ Composting sidebar, and
- ♻️ Recycling seasonal and holiday items.



The project and content will be closely coordinated with the Carroll County Recycling Manager.

### **Work Product:**

A booklet will be developed to provide Carroll County citizens with information about recycling in Carroll County. The booklet will be intended to provide a more in-depth source of information for residents who might have more detailed questions. It will be made available online and in hardcopy.

### **Timeline:**

Anticipated start for the project is winter 2022, with completion anticipated for summer of 2022.

### **EAC Project Team (research & writing):**

Craig Paskoski, Tom Scanlan, Kathleen Marasco, Frank Vleck



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Frank Vleck, Chair  
Craig Paskoski, Vice Chair

*Brenda Dinne, Staff Liaison/Secretary*  
Department of Land  
& Resource Management (LRM)

## Meeting Summary for March 16, 2022

### **Members**

- |  |   |
|--|---|
| <input type="checkbox"/> Cathleen Anthony            | <input type="checkbox"/> Charlene Norris        |
| <input type="checkbox"/> Curtis Barrett              | <input type="checkbox"/> Craig Paskoski         |
| <input checked="" type="checkbox"/> Jesse Drummond   | <input checked="" type="checkbox"/> Tom Scanlan |
| <input checked="" type="checkbox"/> Kathleen Marasco | <input checked="" type="checkbox"/> Frank Vleck |

### **County Government**

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Denise Mathias, EAC Admin Support
- Chris Heyn, LRM Director

### **Guest Speakers**

- Zach Neal, CCG LRM
- Glenn Edwards, CCG LRM

### **Other Attendees**

- None

## **1. CALL TO ORDER -**

- Mr. Vleck, Chair, officially called the March 16, 2022, meeting of the Environmental Advisory Council (EAC) to order at 2:59 PM in a virtual GoToMeeting.

## **2. APPROVAL OF MEETING MINUTES -**

### **a. February 16, 2022**

#### **Discussion/Decision:**

- Approval of the February minutes was postponed until April meeting due to lack of quorum.

## **3. STAFF LIAISON REPORT -**

#### **Discussion/Decision:**

- A presentation on the Howard County composting facility is tentatively scheduled for the April meeting.

## **4. NEW BUSINESS -**

### **a. Salt Management - Informational Presentation - Zach Neal & Glenn Edwards (45 minutes)**

#### **Discussion:**

- Zach Neal, Hydrogeologist within the Carroll County Department of Land & Resource Management (LRM), presented on types of salt as it relates to water quality. He shared why it is important, common sources, how it gets into our streams, groundwater, and other waterways, and what studies show about the impacts.
- Glenn Edwards, NPDES Compliance Specialist within the Carroll County Department of Land & Resource Management, information related to the problem of road salt and where Carroll County has chloride

impacted waters. He described what State and local jurisdictions are doing to reduce road salt usage and address impacts. He explained some of the requirements to address road salt that are included within the County's National Pollutant Discharge Elimination System (NPDES) Phase I Municipal Separate Storm Sewer System (MS4) permit (stormwater permit). Mr. Edwards briefly covered some best practices for residents to use regarding salt application.

- The EAC will be working on a Salt Management & Deicing Guide for Homeowners this year. This information will serve as a useful resource for developing that guide.

**Action Items:**



**Reference/Attachment(s):**

- Presentation: [Salt Management Sources, Transport, and Impacts](#)
- Presentation: [Winter Salt Management Challenges and Solutions](#)

**b. Ad Hoc Committee – Water Resource Appeal (10 minutes)**

**Discussion:**

- An appeal to a decision by the LRM Director under the County's Water Resources Code has been filed. The EAC was previously designated, via an ad hoc committee of three EAC members, to serve as the appeals board for many of the County's environmental codes. Three members were nominated to serve on the ad hoc committee for this appeal – Curt Barrett, Jesse Drummond, and Kathleen Marasco. The Board of County Commissioners will officially appoint these nominees to the board of appeals for this case. A hearing will be scheduled.

**Action Items:**

- ★ Ms. Dinne Provide nominee names to County Attorney for appointment.

**Reference/Attachment(s):**

- n/a

**5. BUSINESS IN PROGRESS –**

**a. LitterLess Guide – Discussion (25 minutes)**

**Discussion/Decision:**

- The members present discussed content proposed to be included in the LitterLess guide. Good information is included about organizations that address litter.
- The project team will add information to the proposed content on the following:
  - ◆ common litter problems and sources,
  - ◆ Carroll County-specific litter information,
  - ◆ Impacts to local waterways and water quality,
  - ◆ Stormwater permit requirements,
  - ◆ Expanded list of best practices for individuals,
  - ◆ Where to report litter/dumping, and
  - ◆ Laws & fine.
- The information will be added to the content outline, and the team will start writing before the April meeting.

**Action Items:**

Motions	Action Items	Attachments
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- ★ Brenda Dinne
  - ◆ Create outline for initial draft text in which project team members can insert draft initial text
  - ◆ Email team members with summary of what was discussed at the meeting and next steps
  - ◆ Compile initial draft text for review by full EAC – by April 18
- ★ Project Team: Cathleen Anthony, Charlene Norris, Craig Paskoski, Tom Scanlan
  - ◆ Complete research on additional content to include and add to content outline. – by April 15
  - ◆ Draft initial text for section assigned (volunteer) in Google Doc – by April 15

**Reference/Attachment(s):**

- n/a

**b. Re-Learn Recycling Guide – Discussion (25 minutes)**

**Discussion/Decision:**

- The members present discussed content proposed to be included in the Re-Learn Recycling guide. The guide will need to complement the materials on the County’s Recycling website, *not* duplicate it. The proposed content needs to be reviewed with that in mind.
- Information still missing in the content outline to be addressed:
  - ◆ What the numbers in the chasing arrows on plastic products mean,
  - ◆ Recycling of seasonal items, and
  - ◆ Dirty and contaminated items.
- The project team will add information to the proposed content on the following:
  - ◆ Other places items can be recycled,
  - ◆ Common items people think can be recycled that cannot and vice versa,
  - ◆ Information specific to Carroll County related to background & program, and
  - ◆ Composting.
- The information still missing needs to be added as well as adding the above items to the content outline. The EAC will review the additional proposed content at the April meeting.

**Action Items:**

- ★ Project Team: Kathleen Marasco, Craig Paskoski, Tom Scanlan, Frank Vleck
  - ◆ Complete research on additional content to include and add to content outline. – by April 15

**Reference/Attachment(s):**

- n/a

**6. OTHER –**

- None.

**7. PUBLIC COMMENTS & CONCERNS –**

- None.

**8. ADJOURN REGULAR MEETING -**

- The meeting adjourned at 4:56 PM. The next monthly meeting is scheduled for Wednesday, April 20, 2022, at 3:00 PM.

**MEETING ADJOURNMENT - MOTION 409-22:** Motion was made by Tom Scanlan and seconded by Jesse Drummond to adjourn the March 16, 2022, meeting. Motion carried.

**Upcoming Meetings:**

- ☐ *Regular Monthly Meeting - Wednesday, April 20, 2022 @ 3:00 PM*



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Frank Vleck, Chair  
Craig Paskoski, Vice Chair

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

## Meeting Summary for April 20, 2022

### Members

- |  |   |
|--|---|
| <input type="checkbox"/> Cathleen Anthony            | <input checked="" type="checkbox"/> Charlene Norris |
| <input checked="" type="checkbox"/> Curtis Barrett   | <input checked="" type="checkbox"/> Craig Paskoski  |
| <input checked="" type="checkbox"/> Jesse Drummond   | <input checked="" type="checkbox"/> Tom Scanlan     |
| <input checked="" type="checkbox"/> Kathleen Marasco | <input checked="" type="checkbox"/> Frank Vleck     |

### County Government

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Denise Mathias, EAC Admin Support

### Guest Speakers

- None

### Other Attendees

- None

## 1. CALL TO ORDER -

- Mr. Vleck, Chair, officially called the April 20, 2022, meeting of the Environmental Advisory Council (EAC) to order at 3:10 PM in Room 204 at the County Office Building (COB).

## 2. APPROVAL OF MEETING MINUTES -

### a. February 16, 2022

#### Discussion/Decision:

- Approval of the February minutes was discussed. No changes were made.

**APPROVAL OF MINUTES - Motion 410-22:** Motion was made by Curt Barrett and seconded by Charlene Norris to approve the February 16, 2022, meeting minutes as written. Motion carried.

### b. March 16, 2022

#### Discussion/Decision:

- Approval of the March minutes was discussed. No changes were made.

**APPROVAL OF MINUTES - Motion 411-22:** Motion was made by Tom Scanlan and seconded by Kathleen Marasco to approve the March 16, 2022, meeting minutes as written. Motion carried.

## 3. STAFF LIAISON REPORT -

#### Discussion/Decision:

- Chris Heyn relayed his thanks to the Ad Hoc Committee members for serving on the recent Water Resources Code appeal hearing.
- The Howard County composting facility presentation was moved to the June 15, 2022, EAC meeting to accommodate the speakers. It will be a virtual meeting.

- Several members still need to submit their Financial Disclosure Statement forms online to the Ethics Commission. The deadline is April 29, 2022. Ms. Mathias will resend to the EAC members the email with the link.
- The May 18, 2022, meeting will be rescheduled to May 11.
- The Department of Land & Resource Management (LRM) is planning to hold an environmental symposium on a Saturday in November 2022. The EAC expressed interest in having a table/booth with EAC materials available and EAC members available to share. Members also expressed interest in helping out in other ways if needed.

**4. NEW BUSINESS -**

**a. None**

**Discussion:**

- 

**Action Items:**



**Reference/Attachment(s):**

- 

**5. BUSINESS IN PROGRESS -**

**a. LitterLess Guide - Discussion**

**Discussion/Decision:**

- The EAC discussed sources of litter. Ms. Dinne indicated that LRM staff recently looked into total weight of litter collected in the county for stormwater permit purposes. She offered that the source information used may be helpful if the EAC follows the outreach piece with a report to the Board. Mr. Vleck requested cost of collection information if available.
- The question was raised if the outreach piece would address commercial as well as residential litter, as commercial is a large source of litter. However, it was clarified that this piece was intended for residents, and the best practices would be different for each.
- Each project team member volunteered to write a portion of the initial draft text, which will be reviewed at the next meeting.

**Action Items:**

- ★ Ms. Dinne      Check for source and cost information available for the litter Department of Public Works collects.
- ★ Ms. Norris      Email to EAC link to NSW study.
- ★ Ms. Norris,      Draft initial text for "assigned" section and paste into shared document by May 4.
  - Ms. Norris - "Why It's Important to Reduce Litter"
  - Ms. Scanlan - "How YOUR Can Reduce Litter"
  - Ms. Paskoski - Links to Programs..."
  - Ms. Anthony - "Laws and Fines"

**Reference/Attachment(s):**

- n/a

Motions	Action Items	Attachments
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**b. Recycling Guide – Discussion**

**Discussion/Decision:**

- Based on discussion with Maria Myers, Recycling Manager, and what would be most useful, it was decided the effort would be redirected from another standalone recycling piece that may be redundant to an update of the *A Guide to Waste Management & Recycling in Carroll County* instead. The information would be updated, some new information added, and the document given a fresh look. The EAC members agreed this made sense. The EAC reviewed the 2021 guide.
- Several suggestions were made for the update:
  - ◆ Include hotlinks in the table of contents to jump to each section.
  - ◆ Prepare an accompanying quick reference guide similar to what was done for the Environmental Stewardship booklet.
  - ◆ Create a flowchart that shows what to do with items you cannot recycle.
  - ◆ Create a diagram for the waste stream process
  - ◆ Include pictures of “clean” vs. “dirty” to help illustrate and clarify each for readers.

**Action Items:**

- ★ Ms. Marasco,  
Mr. Vleck,           Review 2021 guide. Review information team has compiled so far. Identify where  
Mr. Scanlan,       information needs to be updated or where additional information would be helpful.  
Mr. Paskoski,

**Reference/Attachment(s):**

- [\*A Guide to Waste Management & Recycling in Carroll County\*](#)

**6. OTHER –**

- None.

**7. PUBLIC COMMENTS & CONCERNS –**

None.

**8. ADJOURN REGULAR MEETING –**

- The meeting adjourned at 4:42 PM. The next monthly meeting is scheduled for Wednesday, May 11, 2022, at 3:00 PM.

**MEETING ADJOURNMENT – MOTION 412-22:** Motion was made by Curt Barrett and seconded by Craig Paskoski to adjourn the April 20, 2022, meeting. Motion carried.

**Upcoming Meetings:**

Regular Monthly Meeting – Wednesday, May 11, 2022 @ 3:00 PM, Room 204, COB





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Frank Vleck, Chair  
Craig Paskoski, Vice Chair

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

## Meeting Summary for May 11, 2022

### **Members**

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Cathleen Anthony | <input checked="" type="checkbox"/> Charlene Norris |
| <input type="checkbox"/> Curtis Barrett              | <input checked="" type="checkbox"/> Craig Paskoski  |
| <input type="checkbox"/> Jesse Drummond              | <input type="checkbox"/> Tom Scanlan                |
| <input checked="" type="checkbox"/> Kathleen Marasco | <input type="checkbox"/> Frank Vleck                |

### **County Government**

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Denise Mathias, EAC Admin Support

### **Guest Speakers**

- None

### **Other Attendees**

- None

## **1. CALL TO ORDER -**

- Mr. Paskoski, Vice Chair, officially called the May 11, 2022, meeting of the Environmental Advisory Council (EAC) to order at 3:05 PM in Room 105 at the County Office Building (COB).

## **2. APPROVAL OF MEETING MINUTES -**

### **a. April 20, 2022**

### **Discussion/Decision:**

- Approval of the February minutes was tabled until the next meeting due to lack of quorum.

## **3. STAFF LIAISON REPORT -**

### **Discussion/Decision:**

- The June 15 meeting will be an evening GoToMeeting with a presentation on the Howard County Composting Facility by the consultants who worked on designing the project.
- The environmental symposium will tentatively be scheduled for November 12, 2022. Staff contacted high school science teachers for feedback on the concept and additional ideas. Local environmental groups will be contacted over the summer. A grant application was submitted to cover costs for the art competition costs and other minor costs.
- Cathleen Anthony announced she will be resigning from the EAC, as she will be moving out of state.

**4. NEW BUSINESS -**

**a. None**

**Discussion:**

- 

**Action Items:**



**Reference/Attachment(s):**

- 

**5. BUSINESS IN PROGRESS -**

**a. LitterLess Guide - Discussion**

**Discussion/Decision:**

- The EAC discussed using the draft text to start preparing a report to the Board.
- Information suggested in the content outline was used to prepare a suggested format. The EAC reviewed the format and initial content and identified additions and revisions.
  - ◆ Add graphics
  - ◆ Replace source bullets with chart showing litter sources - who and where
  - ◆ Add info about Litterati app
  - ◆ Add most common type of litter specific to Maryland
  - ◆ Add length of time for some of most common types of litter to break down
- The EAC will aim to have the report on litter wrapped up at the September meeting.

**Action Items:**

- ★ Ms. Dinne Check for source and cost information available for the litter Department of Public Works collects.
- ★ Ms. Dinne Revise suggested draft per discussion for next meeting
- ★ All Identify and add any additional information suggested by May 23

**Reference/Attachment(s):**

- n/a

**b. Recycling Guide - Discussion**

**Discussion/Decision:**

- The EAC reviewed the draft text pulled from the 2021 guide and suggested additional information.
  - ◆ Add information under the Recycling Center about books and tires
  - ◆ Add reasons under "Why Recycle"
  - ◆ Add market challenges specific to Carroll County
  - ◆ Update trivia
- The EAC will aim to have the report on litter wrapped up at the September meeting.

Motions	Action Items	Attachments
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**Action Items:**

- ★ Ms. Dinne Check with Maria Myers for information on 'how clean is clean' for recyclables in single-stream recycling
- ★ Ms. Dinne Revise draft text per discussion and format to initial draft
- ★ Ms. Dinne Request Maria Myers to review draft after June 15 meeting
- Identify and add any additional information suggested by May 23
  - Update trivia, including sources
  - Add information to answer FAQs re:
    - Compostable vs. recyclable cups
    - Keurig cups
    - Lids on plastic containers
- ★ All

**Reference/Attachment(s):**

- [A Guide to Waste Management & Recycling in Carroll County](#)

**6. OTHER -**

- None.

**7. PUBLIC COMMENTS & CONCERNS -**

None.

**8. ADJOURN REGULAR MEETING -**

- The meeting adjourned at 4:19 PM. The next monthly meeting is scheduled for Wednesday, June 15, 2022, at 6:30 PM via GoToMeeting.

**MEETING ADJOURNMENT - MOTION 413-22:** Motion was made by Charlene Norris and seconded by Cathleen Anthony to adjourn the May 11, 2022, meeting. Motion carried.

**Upcoming Meetings:**

Regular Monthly Meeting - Wednesday, June 15, 2022 @ 6:30 PM via GoToMeeting



# Carroll County Environmental Advisory Council

225 N Center Street  
Westminster, MD 21157-5194  
Telephone: 410-386-2140  
Fax: 410-386-2924  
[EAC@carrollcountymd.gov](mailto:EAC@carrollcountymd.gov)

Frank Vleck, Chair  
Craig Paskoski, Vice Chair

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

## Meeting Summary for June 15, 2022

### **Members**

- Charlene Norris
- Curtis Barrett
- Jesse Drummond
- Kathleen Marasco
- Craig Paskoski
- Tom Scanlan
- Frank Vleck

### **County Government**

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Denise Mathias, EAC Admin Support

### **Guest Speakers**

- Regina Cagle Irr, EA Engineering

### **Other Attendees**

- None

## **1. CALL TO ORDER -**

- Mr. Vleck, Chair, officially called the June 15, 2022, meeting of the Environmental Advisory Council (EAC) to order at 6:31 PM in a virtual GoToMeeting.
- Public participants must join the meeting by calling the phone number listed on the agenda.

## **2. APPROVAL OF MEETING MINUTES -**

### **a. April 20, 2022**

#### **Discussion/Decision:**

- Approval of the April minutes was discussed. No changes were made.

**APPROVAL OF MINUTES - Motion 414-22:** Motion was made by Curtis Barrett and seconded by Charlene Norris to approve the April 20, 2022, meeting minutes as written. Motion carried.

### **b. May 11, 2022**

#### **Discussion/Decision:**

- Approval of the May minutes was discussed. No changes were made.

**APPROVAL OF MINUTES - Motion 415-22:** Motion was made by Tom Scanlan and seconded by Charlene Norris to approve the May 11, 2022, meeting minutes as written. Motion carried.

## **3. STAFF LIAISON REPORT -**

#### **Discussion/Decision:**

- The next meeting will be an in-person meeting held on July 20 at 3:00 PM in Room 204 of the County Office Building.

**4. NEW BUSINESS -**

- a. Howard County Composting Facility – Informational Presentation – Regina Cagle Irr, EA Engineering

**Discussion:**

- Ms. Cagle Irr shared information showing why organics matter. Nationally, food waste represents a significant (almost 25%) of the waste stream. She provided some statistics for Carroll County and gave examples of different types of facilities that could be opportunities for consideration by Carroll County and/or its residents. Ms. Cagle Irr described the facility development process and factors impacting decision-making and implementation.

**Action Items:**

- ★

**Reference/Attachment(s):**

- [Organics Management & Carroll County \(Composting Facilities\) June 15, 2022](#)

**5. BUSINESS IN PROGRESS -**

- a. LitterLess Guide – Discussion

**Discussion/Decision:**

- A draft of the LitterLess Guide was discussed. Feedback will be addressed and a final draft reviewed for possible approval at the July 20 meeting.

**Action Items:**

- ★ Brenda Dinne                      Revise draft per feedback; prepare final draft; and send to EAC for review and possible approval at the July 20 meeting.

**Reference/Attachment(s):**

- n/a

- b. Recycling Guide – Discussion

**Discussion/Decision:**

- An initial draft of the reformatted guide was reviewed. Additional work is needed to fill in missing information, finish formatting, and replace/add graphics. Maria Myers, Recycling Manager, will be asked to review and provide feedback on the initial draft before the next meeting to ensure the format is acceptable, any new information is accurate, and the overall document meets her needs. Once received, her feedback will be addressed, and the EAC will review a revised draft.

**Action Items:**

- ★ Brenda Dinne                      Provide initial draft to Maria Myers for review. Incorporate feedback and provide revised document to EAC for review.

**Reference/Attachment(s):**

- n/a

**6. OTHER -**

- The Salt Management and Deicing Guide for Homeowners can move forward now. The project team will finish adding initial content to the content outline. The EAC will review the initial content at the July 20 meeting.

**Action Items:**

- ★ Jesse Drummond,  
Curt Barrett,                      Finish research and add any remaining content to shared doc by July 15 to be  
Kathleen Marasco,                reviewed at July 20 EAC meeting.  
Frank Vleck

- With summer vacation schedules, some EAC members may be missing at the summer meetings.

**7. PUBLIC COMMENTS & CONCERNS -**

None.

**8. ADJOURN REGULAR MEETING -**

- The meeting adjourned at 8:02 PM. The next monthly meeting is scheduled for Wednesday, July 20, 2022, at 3:00 PM.

**MEETING ADJOURNMENT - MOTION 416-22:** Motion was made by Craig Paskoski and seconded by Curtis Barrett to adjourn the June 15, 2022, meeting. Motion carried.

**Upcoming Meetings:**

- ☐ *Regular Monthly Meeting - Wednesday, July 20, 2022 @ 3:00 PM, Room 204*



# Carroll County Environmental Advisory Council

225 N Center Street  
Westminster, MD 21157-5194  
Telephone: 410-386-2140  
Fax: 410-386-2924  
[EAC@carrollcountymd.gov](mailto:EAC@carrollcountymd.gov)

Frank Vleck, Chair  
Craig Paskoski, Vice Chair

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

## Meeting Summary for July 20, 2022

### **Members**

- Charlene Norris
- Curtis Barrett
- Jesse Drummond
- Kathleen Marasco

- Craig Paskoski
- Tom Scanlan
- Frank Vleck

### **County Government**

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Denise Mathias, EAC Admin Support

### **Guest Speakers**

- None

### **Other Attendees**

- None

## **1. CALL TO ORDER -**

- Mr. Paskoski, Vice Chair, officially called the July 20, 2022, meeting of the Environmental Advisory Council (EAC) to order at 3:08 PM in Room 204 at the County Office Building.

## **2. APPROVAL OF MEETING MINUTES -**

### **a. June 15, 2022**

#### **Discussion/Decision:**

- Approval of the June minutes was tabled until the next meeting due to lack of quorum.

## **3. STAFF LIAISON REPORT -**

#### **Discussion/Decision:**

- The LitterLess guide and report, recycling guide, and salt management/deicing guide will be on the agenda for the August 17 meeting, along with a short video produced for the City of Westminster on their water reuse program.
- The EAC still has vacancies to fill. Applications are needed.

## **4. NEW BUSINESS -**

### **a. None**

#### **Discussion:**

- None.

**Action Items:**



**Reference/Attachment(s):**

- 

**5. BUSINESS IN PROGRESS -**

- a. LitterLess Guide – Review & Potential Approval (15 minutes)

**Discussion/Decision:**

- The final draft was reviewed. The final document should include hyperlinks to the sources noted.
- Approval was tabled until the August meeting due to lack of quorum.

**Action Items:**



**Reference/Attachment(s):**

- n/a

- b. Litter Report – Discussion (15 minutes)

**Discussion/Decision:**

- Some of the information from the LitterLess guide can be used as background in the report.
- The members brainstormed possible options for the Board of County Commissioners to consider. The EAC members will research more information about these options, as well as pros and cons.
- Ms. Paskoski will reach out to the haulers for feedback on best practices for property owners and residents.

**Action Items:**

- ★ EAC Members: Research more information on the potential options for the Board to consider, along with pros and cons of each. Add information to shared document.
- ★ Craig Paskoski: Contact haulers for feedback on best practices for residents and property owners to reduce or eliminate litter.
- ★ Brenda Dinne: Begin to draft the initial report.

**Reference/Attachment(s):**

- n/a

- c. Recycling Guide – Discussion (30 minutes)

**Discussion/Decision:**

- The EAC members reviewed the revised recycling guide.
- A few additional suggestions were made, such as adding the web address to the cover and contact information inside.
- Ms. Dinne will revise and ask Maria Myers, Recycling Manager, to review again and provide feedback.
- The EAC will discuss it at the August meeting.



**Action Items:**

- ★ Ms. Dinne: Coordinate review with Maria Myers and incorporate feedback.

**Reference/Attachment(s):**

- n/a

- d. Salt Management & Deicing for Homeowners Guide – Discussion (30 minutes)

**Discussion/Decision:**

- Mr. Drummond reviewed the proposed content he provided. The information will need to be pulled from these resources.
- Additional information is needed about storage and how location impacts which deicing materials to use. Information for the water softener sidebar is still needed as well.
- The anticipated final product will be a 4-page on an 11" x 17" paper folded in half.
- Ms. Dinne will begin pulling the information into a draft format.

**Action Items:**

- ★ Project Team: Research storage of deicing materials and water softener. Research how location impacts choice of deicing materials to use.
- ★ Ms. Dinne: Coordinate with Zach Neal, County Hydrogeologist, for information for the water softener sidebar.
- ★ Ms. Dinne: Begin pulling the information into an initial format.

**Reference/Attachment(s):**

- n/a

**6. OTHER -**

- None.

**7. PUBLIC COMMENTS & CONCERNS -**

- None.

**8. ADJOURN REGULAR MEETING -**

- The meeting adjourned at 4:30 PM. The next monthly meeting is scheduled for Wednesday, August 17, 2022, at 3:00 PM.

**MEETING ADJOURNMENT - MOTION 417-22:** Motion was made by Jesse Drummond and seconded by Charlene Norris to adjourn the July 20, 2022, meeting. Motion carried.

**Upcoming Meetings:**

- Regular Monthly Meeting – Wednesday, August 17, 2022 @ 3:00 PM, Room 204



# Carroll County Environmental Advisory Council

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Westminster, MD 21157-5194  
Telephone: 410-386-2140  
Fax: 410-386-2924  
[EAC@carrollcountymd.gov](mailto:EAC@carrollcountymd.gov)

Frank Vleck, Chair  
Craig Paskoski, Vice Chair

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

## Meeting Summary for August 17, 2022

### Members

- Charlene Norris
- Curtis Barrett
- Jesse Drummond
- Kathleen Marasco

- Craig Paskoski
- Tom Scanlan
- Frank Vleck

### County Government

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Denise Mathias, EAC Admin Support

### Guest Speakers

- None

### Other Attendees

- None

## **1. CALL TO ORDER -**

- Mr. Vleck, Chair, officially called the August 17, 2022, meeting of the Environmental Advisory Council (EAC) to order at 3:10 PM in Room 204 at the County Office Building.

## **2. APPROVAL OF MEETING MINUTES -**

### **a. June 15, 2022**

#### Discussion/Decision:

- Approval of the June minutes was tabled until the next meeting due to lack of quorum.

### **b. July 17, 2022**

#### Discussion/Decision:

- Approval of the June minutes was tabled until the next meeting due to lack of quorum.

## **3. STAFF LIAISON REPORT -**

#### Discussion/Decision:

- The next meeting will be held on September 21, 2022, at 3:00 PM. The EAC will continue to meet in Room 204. Several items will be on the agenda for approval.
- The EAC still has vacancies to fill. Applications are needed.
- The Monocacy River Board (MRB) is planning to hold a clean-up day at the tree planting site at Bollinger Park in Taneytown on a Saturday in October. The EAC discussed interest in partnering with the MRB with at least one EAC member present for the event. However, not all EAC members may be available.
- The Environmental Symposium will be held Saturday, November 12, from 9 AM to 12 PM in Room K-100 at Carroll Community College. At least 12 local environmental groups have expressed interest in participating. The EAC will have a table as well. Mr. Vleck suggested having available at the event information on the 2023 Environmental Action Awards.

**4. NEW BUSINESS –**

- a. PUREWater Westminster – Video

**Discussion:**

- The City of Westminster completed a pilot project to use reclaimed water as an additional water source. Maryland Department of the Environment (MDE) will use the pilot project results to develop regulations for reclaimed water. The City will pursue a project to construct a permanent facility to treat reclaimed water. This water will be sent to Cranberry Reservoir after treatment, which will then feed into the normal water treatment process. The EAC watched two short videos produced for the City for public outreach.
- The EAC would like to request a tour of the plant when it is completed in approximately 2024.

**Action Items:**

- ★ n/a

**Reference/Attachment(s):**

- PUREWater Westminster Webpage: <https://www.westminstermd.gov/purewater>

**5. BUSINESS IN PROGRESS –**

- a. LitterLess Guide – Review & Potential Approval

**Discussion/Decision:**

- Approval was tabled until the August meeting due to lack of quorum.

**Action Items:**

- ★ n/a

**Reference/Attachment(s):**

- n/a

- b. Litter Report – Discussion

**Discussion/Decision:**

- The EAC discussed the options in the initial draft report.
- Ms. Dinne pointed out the County does not have a significant problem with litter and, therefore, does not have a trash TMDL (total maximum daily load) set. However, addressing litter control now will help to prevent litter from becoming a larger problem that the State feels would warrant the setting of a TMDL.
- Mr. Vleck suggested offering landfill coupons again as an incentive not to litter. DPW may have information on prior usage when they were offered in the past.
- Mr. Vleck would like to be able to vote on a final draft report at the September 21 meeting to ensure there is time to present it to the Board of County Commissioners with enough time to consider and initiate action before the end of their terms. Ms. Dinne will aim to request time on the Board’s agenda to present the report in October.
- Mr. Vleck suggested reviewing the report at the annual joint meeting with the Board to familiarize the new Board members with it as well.

Motions	Action Items	Attachments
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**Action Items:**

- ★ EAC Members: Review draft options. Email Ms. Dinne with pros, cons, and other considerations to fill in by September 2.
- ★ Ms. Dinne: Check with DPW for information about prior usage of landfill coupons
- ★ Ms. Dinne: Request time on the Board’s agenda in October.

**Reference/Attachment(s):**

- n/a
- c. Recycling Guide – Discussion

**Discussion/Decision:**

- The recycling guide is ready for approval if Maria Myers supports the current final draft. The guide will be on the September agenda for approval.

**Action Items:**

- ★ Ms. Dinne: Confirm support for approval from Ms. Myers.

**Reference/Attachment(s):**

- n/a
- d. Salt Management & Deicing for Homeowners Guide – Discussion

**Discussion/Decision:**

- The EAC discussed direction for the initial draft. Information will be added on additional alternatives to salt, as well as salt tolerant plants.
- Mr. Vleck would like to review the complete initial draft at the September meeting and a final draft at the October meeting.

**Action Items:**

- ★ Ms. Dinne: Complete initial draft
- ★ Mr. Vleck: Email Ms. Dinne some examples of salt tolerant plants and a link to more information

**Reference/Attachment(s):**

- n/a

**6. OTHER -**

- None.

**7. PUBLIC COMMENTS & CONCERNS -**

- None.

**8. ADJOURN REGULAR MEETING -**

- The meeting adjourned at 4:51 PM. The next monthly meeting is scheduled for Wednesday, September 21, 2022, at 3:00 PM.

**MEETING ADJOURNMENT - MOTION 418-22:** Motion was made by Tom Scanlan and seconded by Kathleen Marasco to adjourn the August 17, 2022, meeting. Motion carried.

**Upcoming Meetings:**

*Regular Monthly Meeting – Wednesday, September 21, 2022 @ 3:00 PM, Room 204*



# Carroll County Environmental Advisory Council

225 N Center Street  
Westminster, MD 21157-5194  
Telephone: 410-386-2140  
Fax: 410-386-2924  
[EAC@carrollcountymd.gov](mailto:EAC@carrollcountymd.gov)

Frank Vleck, Chair  
Craig Paskoski, Vice Chair

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

## Meeting Summary for September 21, 2022

### Members

- Charlene Norris
- Curtis Barrett
- Kathleen Marasco
- Craig Paskoski
- Tom Scanlan
- Frank Vleck

### County Government

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Denise Mathias, EAC Admin Support

### Guest Speakers

- None

### Other Attendees

- None

## **1. CALL TO ORDER -**

- Mr. Vleck, Chair, officially called the September 21, 2022, meeting of the Environmental Advisory Council (EAC) to order at 3:03 PM in Room 204 at the County Office Building.

## **2. APPROVAL OF MEETING MINUTES -**

- a. **June 15, 2022**
- b. **July 20, 2022**
- c. **August 17, 2022**

### Discussion/Decision:

- Approval of the June, July, and August minutes was discussed. No changes were made.

**APPROVAL OF MINUTES - Motion 419-22:** Motion was made by Curtis Barrett and seconded by Tom Scanlan to collectively approve the June 15, 2022; July 20, 2022; and August 17, 2022, meeting minutes as written. Motion carried.

## **3. STAFF LIAISON REPORT -**

### Discussion/Decision:

- The October 19 agenda will include approval of the Guide to Salt Management, discussion of potential projects for the 2023 work plan, and approval of the 2023 meeting dates.
- The November 16 evening meeting will be virtual.
- EAC members will discuss shifts to cover for the table at the [Environmental Symposium](#) on Saturday, November 12, 2022.
- EAC members were invited to attend the official opening of the McDaniel Environmental Center on Thursday, September 29, 2022.
- The tree maintenance day at Bollinger Park in Taneytown will be held on Saturday, November 19, 2022. The EAC was asked to participate with the Monocacy River Board in this volunteer event.
- A stream cleanup day will be held in New Windsor on Saturday, November 5, 2022.

- Ms. Dinne demonstrated a SharePoint site for the EAC members.
- Jesse Drummond resigned from the EAC on September 21. He moved to another state.

**4. NEW BUSINESS -**

- a. None

**Discussion:**

- 

**Action Items:**



**Reference/Attachment(s):**

- n/a

**5. BUSINESS IN PROGRESS -**

- a. LitterLess Guide - Approval

**Discussion/Decision:**

- Approval of the LitterLess guide was discussed. No changes were made.

**APPROVAL OF MINUTES - Motion 420-22:** Motion was made by Craig Paskoski and seconded by Curtis Barrett to approve as final the *LitterLess* guide as presented today. Motion carried.

**Action Items:**



**Reference/Attachment(s):**

- Web Link: <https://www.carrollcountymd.gov/media/16968/litterless-guide-eac-2022-sep-21.pdf>

- b. LitterLess Report - Discussion & Potential Approval

**Discussion/Decision:**

- The final draft of the report was discussed. Three revisions were identified:
  1. Under the option to advocate for a bottle bill, clarify that the low history of success refers to the passage of bottle bills, not the implementation of bottle bills that have passed.
  2. Under the option to become a Keep American Beautiful affiliate, add as a Pro the availability of the tools to conduct a visual assessment of litter in the community.
  3. Under the option to become a Keep American Beautiful affiliate, confirm that Sykesville is an official affiliate of Keep America Beautiful. If not, revise to clarify.
- Approval of the report as amended was discussed.

**APPROVAL OF MINUTES - Motion 421-22:** Motion was made by Tom Scanlan and seconded by Craig Paskoski to approve the amendments discussed to the report. Motion carried.

**APPROVAL OF MINUTES - Motion 422-22:** Motion was made by Curt Barrett and seconded by Kathleen Marasco to approve the amended *LitterLess* report. Motion carried.

**Action Items:**

- ★ Ms. Dinne: Request time on the Board's agenda for October 20.

**Reference/Attachment(s):**

Motions	Action Items	Attachments
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- n/a

c. Recycling Guide – Approval

**Discussion/Decision:**

- Approval of the final draft of the recycling guide was discussed. No changes were made.

**APPROVAL OF MINUTES – Motion 423-22:** Motion was made by Kathleen Marasco and seconded by Curt Barrett to approve the final draft of the 2022 *Guide to Waste Management and Recycling* to forward to Maria Myers, Recycling Manager, for her use. Motion carried.

**Action Items:**



**Reference/Attachment(s):**

- n/a

d. Salt Management & Deicing for Homeowners Guide – Discussion

**Discussion/Decision:**

- Additional information is needed to discuss the degree of the salt/chloride problem in Carroll County, particularly as it relates to groundwater or wells. Mr. Barrett will draft a brief section to add, possibly to include a table.
- Other minor revisions and clarifications were discussed. The final draft will be considered for approval at the October 19 meeting.

**Action Items:**

- ★ Mr. Barrett: Draft a brief section to provide Carroll County-specific information regarding groundwater and well contamination from chloride – by September 26.
- ★ Ms. Dinne: Request review of draft by County Hydrogeologist and NPDES Compliance Specialist.
- ★ Ms. Dinne: Revise draft as discussed.

**Reference/Attachment(s):**

- n/a

**6. OTHER –**

- None.

**7. PUBLIC COMMENTS & CONCERNS –**

- None.

**8. ADJOURN REGULAR MEETING –**

- The meeting adjourned at 4:29 PM. The next monthly meeting is scheduled for Wednesday, October 19, 2022, at 3:00 PM.

**MEETING ADJOURNMENT – MOTION 424-22:** Motion was made by Curt Barrett and seconded by Kathleen Marasco to adjourn the September 21, 2022, meeting. Motion carried.

Motions	Action Items	Attachments
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**Upcoming Meetings:**

☐ *Regular Monthly Meeting – Wednesday, October 19, 2022 @ 3:00 PM, Room 204*



# Carroll County Environmental Advisory Council

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Westminster, MD 21157-5194  
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Frank Vleck, Chair  
Craig Paskoski, Vice Chair

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

## Meeting Summary for October 19, 2022

### Members

- Charlene Norris (phone)
- Curtis Barrett
- Kathleen Marasco
- Craig Paskoski
- Tom Scanlan
- Frank Vleck

### County Government

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Denise Mathias, EAC Admin Support

### Guest Speakers

- None

### Other Attendees

- None

## **1. CALL TO ORDER -**

- Mr. Vleck, Chair, officially called the October 19, 2022, meeting of the Environmental Advisory Council (EAC) to order at 3:02 PM in Room 204 at the County Office Building.

## **2. APPROVAL OF MEETING MINUTES -**

### **a. September 21, 2022**

#### Discussion/Decision:

- Approval of the September minutes was discussed. No changes were made.

**APPROVAL OF MINUTES - Motion 425-22:** Motion was made by Tom Scanlan and seconded by Charlene Norris to approve the September 21, 2022, meeting minutes as written. Motion carried.

## **3. STAFF LIAISON REPORT -**

#### Discussion/Decision:

- The next meeting will be a virtual meeting held on November 16, 2022, at 6:30 PM. The agenda will include final review and approval of the Proposed 2023 Work Plan and the 2022 Annual Report, as well as election of Chair and Vice Chair.
- There will be no December meeting.
- Curt Barrett's term expires February 1, 2023. The Commissioners' office has been notified.
- Anyone who wishes to participate in the stream clean-up in New Windsor on Saturday, November 5, will need to register.
- The 2022 first annual Environmental Symposium will be held on Saturday, November 12, 2022, from 9:00 AM to 12:00 PM in Room K-100 at Carroll Community College. The EAC will have an exhibit at the event, and members will take shifts covering the table for the event - Frank Vleck from 9:00-10:00 AM, Charlene Norris from 10:00-11:00 AM, and Curt Barrett from 11:00 AM to 12:00 PM. The other members will assist during that timeframe as available.

- The EAC supports the idea of exploring the possibility of creating an (unpaid) intern position to help support the EAC on their work produce research and tasks throughout the year.
- Elections for Chair and Vice Chair will be on the November 16 agenda.

**4. NEW BUSINESS -**

**a. 2023 Meeting Dates**

**Discussion:**

- No changes were made to the proposed dates.

**APPROVAL OF 2023 MEETING DATES - Motion 426-22:** Motion was made by Curtis Barrett and seconded by Tom Scanlan to approve the 2023 meeting dates as proposed. Motion carried.

**Action Items:**



**Reference/Attachment(s):**

- Web Link: <https://www.carrollcountymd.gov/government/boards-commissions/environmental-advisory-council/meetings/>

**b. 2023 Environmental Action Awards**

**Discussion:**

- The Student Engagement category is intended for students who complete a project on their own, rather than a group project.
- Charlene Norris will secure one of the student “scholarships” for the Student Engagement award. She will also contact Atlantic Blue to see if they are interested in sponsoring a student award again this cycle.
- Curt Barrett will contact JeannieBird Baking Company to follow up on Be. rnie Vogel’s offer during the last awards cycle to provide an award this cycle.
- If prizes can be nailed down before November 12, the prize information can be included on the awards materials that are available at the Environmental Symposium.
- The awards ceremony will be incorporated to the 2023 Environmental Symposium. This is the type of event the awards evaluation committee envisioned for an awards presentation. The event will already draw a number of participants that will be able to watch the presentation. This will raise awareness. To accommodate the much later timing of the awards ceremony compared to prior awards cycles, the nominations will open on Earth Day, April 22, rather than January 1, and close on July 31. EAC members will review and evaluate nominations in August, and winners will be announced in September, thus greatly reducing the amount of time that would be between announcing winners and presenting awards if a change from the norm wasn’t made.

**Action Items:**

- ★ Mr. Barrett      Contact JeannieBird Baking Company to follow up on Mr. Vogel’s offer to sponsor a prize this cycle.
- ★ Ms. Norris        Contact Atlantic Blue Water Service regarding interest in sponsoring a student award again for this cycle.

**Reference/Attachment(s):**

- <https://www.carrollcountymd.gov/government/boards-commissions/environmental-advisory-council/environmental-action-awards/>

Motions	Action Items	Attachments
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**c. 2023 Work Plan**

**Discussion:**

- The draft proposed work plan includes the 2023 update to the Environmental Stewardship booklet, the 2023 Environmental Action Awards process, and a public outreach piece on noxious, invasive species (weeds).
- A lighter workload is proposed for 2023. The Board of County Commissioners may add a project(s) at the annual joint meeting. However, the lighter workload will allow additional time for guest speakers.
- The Proposed 2023 Work Plan will be considered for approval at the November 16 meeting.

**Action Items:**



**Reference/Attachment(s):**

- <https://www.carrollcountymd.gov/government/boards-commissions/environmental-advisory-council/work-plan/>

**d. 2022 Annual Report**

**Discussion:**

- The annual report summarizes all the projects the EAC completed in 2022. These projects were included in the 2022 Work Plan. It also summarizes actions taken by the EAC, informational briefings received, public education efforts, and member activity.
- The Awards graphic on the last page will be revised to reflect the new date for nominations to open.
- The 2022 Annual Report will be considered for approval at the November 16 meeting.

**Action Items:**



**Reference/Attachment(s):**

- <https://www.carrollcountymd.gov/government/boards-commissions/environmental-advisory-council/work-plan/>

**5. BUSINESS IN PROGRESS –**

- a. Salt Management & Deicing for Homeowners Guide

**Discussion/Decision:**

- 

**APPROVAL OF GUIDE TO SALT MANAGEMENT FOR HOMEOWNERS – Motion 427-22:** Motion was made by Curt Barrett and seconded by Tom Scanlan to approve as final the *Guide to Salt Management for Homeowners* as presented today. Motion carried.

**Action Items:**



**Reference/Attachment(s):**

- Web Link: <https://www.carrollcountymd.gov/media/17123/guide-to-salt-mgmt-for-homeowners-2022-2022-oct-20.pdf>

Motions	Action Items	Attachments
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**6. OTHER -**

- None.

**7. PUBLIC COMMENTS & CONCERNS -**

- None.

**8. ADJOURN REGULAR MEETING -**

- The meeting adjourned at 4:40 PM. The next monthly meeting is scheduled for Wednesday, November 16, 2022, at 6:30 PM via GoToMeeting.

**MEETING ADJOURNMENT - MOTION 428-22:** Motion was made by Tom Scanlan and seconded by Curt Barrett to adjourn the October 19, 2022, meeting. Motion carried.

**Upcoming Meetings:**

- 2022 Environmental Symposium – Saturday, November 12, 2022 @ 9:00 AM – 12:00 PM
- Regular Monthly Meeting – Wednesday, November 16, 2022 @ 6:30 PM via GoToMeeting



# 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 November 16, 2022

### **Members**

- Charlene Norris (phone)
- Curtis Barrett
- Kathleen Marasco
- Craig Paskoski
- Tom Scanlan
- Frank Vleck

### **County Government**

- Brenda Dinne, Special Projects Coordinator/  
EAC Staff Liaison/Secretary
- Denise Mathias, EAC Admin Support

### **Guest Speakers**

- None

### **Other Attendees**

- None

## **1. CALL TO ORDER -**

- Mr. Vleck, Chair, officially called the October 19, 2022, virtual meeting of the Environmental Advisory Council (EAC) to order at 6:33 PM via GoToMeeting.

## **2. APPROVAL OF MEETING MINUTES -**

### **a. October 19, 2022**

#### **Discussion/Decision:**

- Approval of the October minutes was discussed. No changes were made.

**APPROVAL OF MINUTES - Motion 429-22:** Motion was made by Charlene Norris and seconded by Curtis Barrett to approve the October 19, 2022, meeting minutes as written. Motion carried.

## **3. STAFF LIAISON REPORT -**

#### **Discussion/Decision:**

- There will be no December meeting.
- The next meeting will be held in person on January 18, 2023, at 3:00 PM in Room 204 of the County Office Building. The agenda will include discussion of the 2023 update of the Environmental Stewardship booklet and continued discussion of the 2023 Environmental Action Awards.
- The Board of County Commissioners has invited a new member to serve. If the invitation is accepted, the new member's first meeting would be January 18.
- The Environmental Symposium was a success. The Environmental Action Awards presentation of awards to winners will be held at the 2023 symposium.

**4. NEW BUSINESS -**

**a. Election of Chair & Vice Chair**

**Discussion:**

- The EAC members appreciate Frank Vleck’s leadership over his terms as Chair.
- Craig Paskoski, current Vice Chair, was nominated and elected as the new Chair.
- Curtis Barrett was nominated and elected as the new Vice Chair.
- The new Chair and Vice Chair terms will be effective January 1, 2023.

**APPROVAL OF NEW CHAIR AND VICE CHAIR - Motion 430-22:** Motion was made by Curtis Barrett and seconded by Charlene Norris to approve the 2023 meeting dates as proposed. Motion carried.

**Action Items:**  
★ n/a

**Reference/Attachment(s):**  
▪ n/a

**5. BUSINESS IN PROGRESS -**

**a. 2023 Work Plan**

**Discussion:**

- The work plan reflects a lighter proposed workload than 2022. However, the Board of County Commissioners may add a project(s).
- The proposed work plan will be reviewed with the Board at the annual joint meeting and finalized afterward.

**APPROVAL OF PROPOSED 2023 WORK PLAN - Motion 431-22:** Motion was made by Curtis Barrett and seconded by Craig Paskoski to approve the proposed 2023 work plan to recommend to the Board of County Commissioners. Motion carried.

**Action Items:**  
★ n/a

**Reference/Attachment(s):**  
▪ <https://www.carrollcountymd.gov/government/boards-commissions/environmental-advisory-council/work-plan/>

**b. 2022 Annual Report**

**Discussion:**

- The final draft of the Annual Report was discussed. The Annual Report was approved with the following changes. It will be finalized at the end of December, in the event there are any additional changes, such as a new member to add.
  - Revise the sentence under Member Activity to reflect the Chair and Vice Chair terms.
  - Check and correct any hyperlinks that do not work.
  - Add a new member if applicable before the end of the year.

Motions	Action Items	Attachments
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**APPROVAL OF 2022 ANNUAL REPORT – Motion 432-22:** Motion was made by Charlene Norris and seconded by Kathleen Marasco to approve the 2022 Annual Report with the changes discussed. Motion carried.

**Action Items:**

- ★ n/a

**Reference/Attachment(s):**

- <https://www.carrollcountymd.gov/government/boards-commissions/environmental-advisory-council/work-plan/> (to be finalized at end of December 2022)

**c. 2023 Environmental Action Awards**

**Discussion:**

- Prizes for the award winners were discussed.
  - JeannieBird Baking Company will give a gift basket and gift cards for a prize.
  - Spot-On Engineering Solutions, Inc. will donate \$1,000 for the Student Engagement winner.
  - Members are contacting additional businesses for interest in donating prizes.
  - Businesses that donate and provide their logos to Ms. Dinne will have the business name and logo recognized on the Environmental Action Awards [webpage](#), on the flyer for the awards, at the awards presentation program, in the press release about the winners, and on the winners summary sheet.
- Be. rnie Vogel with JeanneBird Baking Company would like to set up composting at the County’s Resource Recovery Park at the Northern Landfill. He will contact the EAC next year about his project.

**Action Items:**

- ★ Mr. Barrett Follow up with JeannieBird Baking Company with details before nominations open.
- ★ Mr. Barrett Contact Salerno’s Restaurant & Catering regarding interest in sponsoring an award again for this cycle.
- ★ Ms. Norris & Mr. Scanlan Follow up with Atlantic Blue Water Service regarding interest in sponsoring a student award again for this cycle.
- ★ Ms. Norris Contact Liberatore’s regarding interest in sponsoring an award for this cycle.

**Reference/Attachment(s):**

- <https://www.carrollcountymd.gov/government/boards-commissions/environmental-advisory-council/environmental-action-awards/>

**6. OTHER -**

- **Environmental Symposium:** At least one group at the symposium indicated that it can be difficult to get the word out about a group’s events and efforts. Ms. Dinne will look into opportunities for the EAC or Land & Resource Management (LRM) to assist with this.
- **New Windsor Stream Clean-Up:** Frank Vleck participated in the stream clean-up in New Windsor on November 5 organized by LRM staff. A lot of trash was collected. About 12 people participated.

**Action Items:**

- ★ Ms. Dinne Look into opportunities for the EAC or LRM to help get the work out about volunteer opportunities offered by local groups such as those that participated in the symposium



**7. PUBLIC COMMENTS & CONCERNS -**

- None.

**8. ADJOURN REGULAR MEETING -**

- The meeting adjourned at 7:30 PM. The next monthly meeting is scheduled for Wednesday, January 18, 2023, at 3:00 PM in Room 204 of the County Office Building.

**MEETING ADJOURNMENT - MOTION 433-22:** Motion was made by Curtis Barrett and seconded by Kathleen Marasco to adjourn the October 19, 2022, meeting. Motion carried.

**Upcoming Meetings:**

- Regular Monthly Meeting - Wednesday, January 18, 2023 @ 3:00 PM, Room 204*