



Carroll County Environmental Advisory Council

225 N Center Street
Westminster, MD 21157-5194
Telephone: 410-386-2140
Fax: 410-386-2924
eac@carrollcountymd.gov

Frank Vleck, Chair
Craig Paskoski, Vice-Chair

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

Meeting Summary for January 16, 2019

Members

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

County Government

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

Other Attendees

- None

1. CALL TO ORDER –

Mr. Paskoski, Vice Chair, officially called the January 16, 2019, meeting of the Environmental Advisory Council (EAC) to order at 2:57 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 November 28, 2018, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 328-19: Motion was made by Jesse Drummond and seconded by Curtis Barrett to approve the November 28, 2018, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Advisory Committee (SWAC)

Discussion/Decision:

- Ms. Cutsail, EAC Liaison to the SWAC, reported that Karen Leatherwood resigned December 11, 2018. Two seats are currently open, and Jason Green, Deputy Director of Public Works, is the acting liaison until Dusty Hilbert's position (Bureau Chief, Solid Waste) is filled. SWAC is working to schedule a meeting and presentation with the Board. The next public meeting is scheduled for March 7.

Action Items:



5. STAFF LIASION REPORT –

Discussion/Decision:

- The next meeting is scheduled for February 20, 2019, at 3:00 PM.
- The annual joint meeting with the Board is scheduled for Thursday, February 7, 2019, from 1:00 PM to 2:30 PM. Extra time is provided this year to introduce the role of the EAC to the new commissioners. Mr. Vleck will review the 2018 Annual Report. Mr. Paskoski and Ms. Cutsail will each review part of the proposed projects.
- A group photo will be taken at the April meeting if the whole committee is present. Mr. Vleck will not be able to attend the February meeting. Mr. Hynes will not be able to attend the March meeting.
- As a result of the Ethics Law changes, the Financial Disclosure Statements are more detailed, but no longer need to be notarized. EAC members were asked to complete and return the forms by the end of February.
- Starting January 22, 2019, the County Office Building security will be changing. All visitors must present a valid ID, sign in and out, and wear a visitor badge. Security procedures for boards and commissions with ID badges are being discussed.

Action Items:



Reference/Attachment(s):

- n/a

6. NEW BUSINESS –

a. 2019 Environmental Stewardship Booklet – Update

Discussion/Decision:

- Ms. Dinne briefly reviewed the data that was updated. The SolSmart designation and the WRCC’s Utility of the Future Today designation are new items. Information in the Agricultural Programs and Best Management Practices section will be updated as soon as the information becomes available in mid-February.

Action Items:



Reference/Attachment(s):

- n/a

7. BUSINESS IN PROGRESS –

a. Residential Graywater Public Outreach – Update

Discussion/Decision:

- MDE has yet to draft and release regulations for residential graywater. These regulations need to be available before the EAC can put together a public outreach piece to inform residents on this issue.

Action Items:



Reference/Attachment(s):

- n/a

Motions	Action Items	Attachments
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b. Single-Use Plastic Bag Reduction Project – Discussion

Discussion/Decision:

- Some of the references need to be verified and will be done by the member who did the research.
- Additional items to be incorporated to the Options section were discussed.
- Mr. Paskoski mentioned a study that the Sierra Club did a few years ago comparing circumstances between Prince George’s (PG) and Montgomery Counties. Montgomery County was able to pass bag legislation, but PG County was not.
- The difference between a fee and a tax was discussed. Fees tend to be used to fund a specific service or program and usually have a voluntary component.
- Information not readily available to determine impact of SUPBs on landfill.
- Public outreach for SUPBs may help to address some of the issues with dirty recycling and decrease in recycling value.
- Additional items for the Next Steps section were discussed.
- EAC members need to make any additional changes to the content by January 30. A revised draft will be prepared. Ms. Dinne will have this draft proofread; typos, grammar, formatting, etc. will be reviewed by staff at that time. The final draft then will be sent to the EAC members for one last review prior to the February 20 meeting. Some members may be asked to provide additional resources and/or content references.

Action Items:

- ★ All EAC members Provide any last content comments or references by January 30.
- ★ Mr. Paskoski Send Ms. Dinne Sierra Club study information.
- ★ Ms. Dinne Contact County Attorney’s Office regarding criteria to qualify as a “fee.”
- ★ Ms. Dinne Check with Maria Myers to see if problems with SUPBs at the landfill have been documented.
- ★ Ms. Dinne Send final draft report to the EAC for review by Feb 15.

Reference/Attachment(s):

- n/a

8. OTHER –

- Curtis Barrett’s first term expires on February 1, 2019. Ms. Dinne recommends to the Commissioners’ Office reappointment to a second term.

Action Items:

- ★ Ms. Dinne Inform Commissioners’ Office of Mr. Barrett’s upcoming term expiration and recommends reappointment to second term.

Reference/Attachment(s):

- n/a

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:15 PM. The next regular monthly meeting is scheduled for Wednesday, February 20, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 329-19: Motion was made by Curtis Barrett and seconded by David Hynes to adjourn the January 16, 2019, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Annual Joint Meeting – Thursday, February 7, 2019 @ 1:00 PM, Reagan Room, County Office Building*
- ☐ *Regular Monthly Meeting – Wednesday, February 20, 2019 @ 3:00 PM, Reagan Room, County Office Building*



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& Resource Management

Meeting Summary for February 20, 2019

This meeting was canceled due to inclement weather.

Upcoming Meetings:

- ☐ *Regular Monthly Meeting – Wednesday, March 20, 2019 @ 6:30 PM, Reagan Room, County Office Building*
- ☐ *Regular Monthly Meeting – Wednesday, April 17, 2019 @ 3:00 PM, Reagan Room, County Office Building*



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Craig Paskoski, Vice-Chair

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

Meeting Summary for March 20, 2019

Members

- Curtis Barrett (absent)
- Ellen Cutsail
- 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

- None

1. CALL TO ORDER –

Mr. Vleck, Chair, officially called the March 20, 2019, 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. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the January 16, 2019, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 330-19: Motion was made by Ellen Cutsail and seconded by Craig Paskoski to approve the January 16, 2019, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Advisory Committee (SWAC)

Discussion/Decision:

- Ms. Cutsail, EAC Liaison to the SWAC, reported that two seats are currently open, and Jason Green, Deputy Director of Public Works, is the acting liaison until Dusty Hilbert's position (Bureau Chief, Solid Waste) is filled. The FuTuRe Pilot Program continues to be a topic of discussion. The next SWAC meeting is scheduled for June 6, 2019.

Action Items:



5. STAFF LIASION REPORT –

Discussion/Decision:

- The next meeting is scheduled for April 17, 2019, at 3:00 p.m.
- A group photo will be taken at the April meeting if the whole EAC is present.
- Final 2019 Work Plan and SUPB Report are included with the handouts.

Action Items:



Reference/Attachment(s):

- [2019 Work Plan](#)
- [Single-Use Plastic Bags \(SUPBs\) for Shopping: Reduction of Use in Carroll County Report](#)

6. NEW BUSINESS –

a. Community Solar Subscriber Public Outreach Brochure – Review and Approve Scope

Discussion/Decision:

- The EAC members reviewed the draft scope of work and approved it without changes.
- The EAC reviewed the topics to be included in the Guide. Each member volunteered for one or more topics to research, prepare notes, and eventually draft the text of that section for the Guide. Excerpts from the Community Solar in Carroll County report will be used as a basis for some of the sections in the Guide.
- Ms. Dinne described the process and timeline. Members will research topic(s) and insert bulleted notes in the outline by April 12. These notes will be reviewed by the EAC for content at the April 17 meeting to provide feedback before the sections are drafted.

APPROVAL OF PUBLIC OUTREACH BROCHURE: GUIDE TO BECOMING A COMMUNITY SOLAR SUBSCRIBER IN CARROLL COUNTY SCOPE – Motion 331-19: Motion was made by Ellen Cutsail and seconded by Charlene Norris to approve the Community Solar Subscriber Public Outreach Brochure as written. Motion carried.

Action Items:

- ★ Ms. Dinne: Create notes/content outline in Google Docs and make report text available for members to use.
- ★ All EAC Members: Research assigned topic and insert bulleted notes of content and sources into outline by April 12.

Reference/Attachment(s):

- [Guide to Becoming a Community Solar Subscriber in Carroll County Scope](#)

b. Municipal Resident MS4 Stormwater Workshop – Review and Approve Scope

Discussion/Decision:

- Every other year, the EAC hosts a stormwater workshop for residents/general public. This year, the EAC will start a series of workshops (1 every other year) geared toward providing stormwater information to residents of the County’s municipalities, as co-permittees on the County’s stormwater permit. The workshop this year will focus on residents of Hampstead and Manchester. The EAC reviewed and approved the scope of work for this project.
- As hosts of the workshop, the EAC will primarily be responsible for helping staff to conduct the

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workshop. With the focus on the municipalities, logistically it will be easier for staff to coordinate with the municipalities on getting the word out. The EAC did not feel refreshments would be needed, as the workshop is intended to only be two to three hours in length. The scope will be amended to eliminate the reference to the EAC working on getting the word out and arranging refreshments.

- The workshop is anticipated to be held on a Saturday morning in late spring.

APPROVAL OF MUNICIPAL RESIDENT MS4 STORMWATER WORKSHOP SCOPE – Motion 332-19: Motion was made by Ellen Cutsail and seconded by Jesse Drummond to approve the Municipal Resident MS4 Stormwater Workshop Scope as amended. Motion carried.

Action Items:

- ★ Ms. Dinne: Revise scope, as amended, and EAC General Responsibilities handout.

Reference/Attachment(s):

- n/a

7. BUSINESS IN PROGRESS –

a. Residential Graywater Public Outreach – Update

Discussion/Decision:

- MDE has yet to draft and release regulations for residential graywater. These regulations need to be available before the EAC can put together a public outreach piece to inform residents on this issue. This agenda item will be removed until MDE moves forward with draft regulations.

Action Items:

- ★

Reference/Attachment(s):

- n/a

b. 2019 Environmental Stewardship Booklet – Review and Possible Approval

Discussion/Decision:

- No changes were made. The EAC approved the final booklet for distribution. Ms. Dinne reviewed the distribution list.

APPROVAL OF 2019 ENVIRONMENTAL STEWARDSHIP IN CARROLL COUNTY BOOKLET – Motion 333-19: Motion was made by Jesse Drummond and seconded by Charlene Norris to approve the 2019 Environmental Stewardship Booklet as written. Motion carried.

Action Items:

- ★ Ms. Dinne: Post the final booklet online and distribute according to the distribution list.

Reference/Attachment(s):

- [2019 Environmental Stewardship in Carroll County Booklet](#)

8. OTHER –

- The expanded polystyrene (EPS) legislation (Maryland HB 190) passed in the House with amendments and is awaiting a hearing by the Senate committee. Legislation (HB 1166) to authorize Howard County to impose a fee for use of disposable plastic bags has also passed in the House and is awaiting a hearing by the Senate committee.
- Mr. Drummond brought to the EAC’s attention the “Trash Talk” feature in the recent copy of

Carroll magazine.

Action Items:

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Reference/Attachment(s):

- n/a

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 7:52 p.m. The next regular monthly meeting is scheduled for Wednesday, April 17, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 334-19: Motion was made by Ellen Cutsail and seconded by Craig Paskoski to adjourn the March 20, 2019, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Regular Monthly Meeting – Wednesday, April 17, 2019 @ 3:00 PM, Reagan Room, County Office Building*
- ☐ *Regular Monthly Meeting – Wednesday, May 15, 2019 @ 3:00 PM, Reagan Room, County Office Building*



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

Meeting Summary for April 17, 2019

Members

- Curtis Barrett (absent)
- Ellen Cutsail (absent)
- Jesse Drummond
- David Hynes
- Natalie Kartalia
- 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, Chair, officially called the April 17, 2019, meeting of the Environmental Advisory Council (EAC) to order at 3:02 p.m. in the Reagan Room of the County Office Building.

2. WELCOME NEW MEMBER –

Effective March 4, 2019, Natalie Kartalia is the newest member of the Environmental Advisory Council. All seats of the EAC are currently filled.

3. PUBLIC COMMENTS & CONCERNS –

None.

4. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the March 20, 2019, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 335-19: Motion was made by Craig Paskoski and seconded by Tiffany VanDerwerker to approve the March 20, 2019, meeting minutes as written. Motion carried.

5. CHAIR & COMMITTEE REPORTS –

a. **Solid Waste Advisory Committee (SWAC)**

Discussion/Decision:

- Ms. Dinne reported that Jeff Castonguay, Director of Public Works, presented details and updates on the FuTuRe Pilot Program to the BCC to potentially expand the program to other areas in the County. An article on April 16, 2019 in the Carroll County Times stated July 1, 2019 as the updated

end date for the pilot program. The next SWAC meeting is scheduled for June 6, 2019.

Action Items:

★

6. STAFF LIASION REPORT –

Discussion/Decision:

- The next meeting is scheduled for May 15, 2019, at 3:00 p.m.
- Currently, a group photo is planned to be taken at the May meeting if all EAC members are present.
- The Water Resource Coordination Council (WRCC) invites the EAC to participate in their stormwater management tour scheduled on Wednesday, May 29, 2019 with a rain date to be determined. Updates on active and completed County project will be communicated, as well as the processes and how they work.

Action Items:

- ★ EAC Inform Ms. Dinne if interested in participating in the stormwater management tour.
members:

Reference/Attachment(s):

- n/a

7. NEW BUSINESS –

None.

8. BUSINESS IN PROGRESS –

a. Community Solar Subscriber Public Outreach Brochure – Discussion

Discussion/Decision:

- The EAC members reviewed the content/notes outline and discussed where changes are to be made and more information is needed.
- Some sections are incorporated with other parts of the brochure or do not currently have enough content on their own. These sections may be combined or eliminated altogether.
- Ms. Kartalia will research finding a community solar project and how to choose one.
- Additional notes will be addressed by the EAC in order to provide feedback before the next meeting on May 15.

Action Items:

- ★ Ms. Dinne: Make changes as discussed at the April 17 meeting.
- ★ All EAC Members: Readdress designated sections and add/edit content and sources by May 6.
- ★ Ms. Dinne: Make changes as suggested in Google Docs after May 6 for members to review at/before the May 15 meeting.

Reference/Attachment(s):

- n/a

b. Municipal Resident MS4 Stormwater Workshop – Update

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Discussion/Decision:

- The workshop is scheduled for Saturday, September 7, 2019 at the North Carroll Senior Community Center. The location is subject to change.
- EAC members will assist with advertising and promoting the event about 4-6 weeks ahead of time.

Action Items:



Reference/Attachment(s):

- n/a

9. OTHER –

- Presenting the Environmental Awareness Awards at a larger event would promote the involvement of the County’s residents and businesses.

Action Items:



Reference/Attachment(s):

- n/a

10. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:10 p.m. The next regular monthly meeting is scheduled for Wednesday, May 15, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 336-19: Motion was made by Jesse Drummond and seconded by David Hynes to adjourn the April 17, 2019, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Regular Monthly Meeting – Wednesday, May 15, 2019 @ 3:00 PM, Reagan Room, County Office Building*

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



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Department of Land
& Resource Management

Meeting Summary for May 15, 2019

Members

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

County Government

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

Other Attendees

- None

1. CALL TO ORDER –

Mr. Paskoski, Vice Chair, officially called the May 15, 2019, meeting of the Environmental Advisory Council (EAC) to order at 3:01 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 17, 2019, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 337-19: Motion was made by Jesse Drummond and seconded by Curtis Barrett to approve the April 17, 2019, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Advisory Committee (SWAC)

Discussion/Decision:

- None.

Action Items:



5. STAFF LIASION REPORT –

Discussion/Decision:

- The next meeting is scheduled for June 12, 2019, at 6:30 p.m.
- A group photo will be taken at the June meeting if the whole EAC is present.
- The EAC webpage has been rolled over to the new Carroll County Government website. There are just a few fixes that need to be made.

Action Items:

★

Reference/Attachment(s):

- n/a

6. NEW BUSINESS –

None.

7. BUSINESS IN PROGRESS –

a. Community Solar Subscriber Public Outreach Brochure – Discussion

Discussion/Decision:

- Finding information on community solar projects available for subscription has been difficult, as the projects are all new and most have not made it through the permitting and approval process yet.
- Information on community solar projects is not easy to find on the BGE website, but Ms. Kartalia was able to locate a Community Solar Pilot Program Application Listing for the BGE service area. The EAC members present each volunteered to contact several of the developers on the list to try to determine what barriers they may be facing in the process, which could be causing a delay.
- Mr. Barrett volunteered to contact the Maryland Public Service Commission (PSC) about the process.
- A standard set of questions will be developed for each to use to ask the same questions of those community solar developers that are contacted. Responses will be compiled, sent out for review by all the members, and discussed at the next meeting how to integrate into the guide.
- The completion and anticipated release of the guide may need to be delayed until more community solar projects are available.

Action Items:

- ★ Various Members: Send ideas for questions to ask community solar developers to Ms. Dinne by May 21.
- ★ Ms. Dinne: Compile questions for community solar developers and send to members making contact by May 21.
- ★ Ms. Dinne: Create a Google Doc within which to insert/record responses to questions asked of community solar developers.
- ★ Mr. Barrett: Contact PSC to help understand what the delays in the process might be by Jun 11.
- ★ Mr. Barrett: Add difference between a community solar subscription and a green energy subscription.
- ★ Various Members: Contact community solar developers per discussion, and ask standard set of questions. Fill in Google Doc with responses to questions by Jun 6.
- ★ Ms. Dinne: Compile response document and send to all EAC members to review prior to Jun 12 meeting.

Reference/Attachment(s):

- [BGE Community Solar Pilot Program Application Listing](#)

b. Municipal Resident MS4 Stormwater Workshop – Update

Discussion/Decision:

- The venue is tentatively to be held at the North Carroll Senior Center pending table availability.
- Carroll County and municipal staff will start getting the word out about 4-6 weeks prior to the workshop.

Action Items:



Reference/Attachment(s):

- n/a

8. OTHER –

None.

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:03 p.m. The next regular monthly meeting is scheduled for Wednesday, June 12, at 6:30 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 338-19: Motion was made by Tiffany VanDerwerker and seconded by Curtis Barrett to adjourn the May 15, 2019, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Regular Monthly Meeting – Wednesday, June 12, 2019 @ 6:30 PM, Reagan Room, County Office Building*



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Meeting Summary for June 12, 2019

Members

- Curtis Barrett
- Ellen Cutsail (absent)
- Jesse Drummond
- David Hynes
- Natalie Kartalia
- 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

- David Parker
- Drew Budelis – Ecological Consultant for Versar Inc.

1. CALL TO ORDER –

Mr. Vleck, Chair, officially called the June 12, 2019, meeting of the Environmental Advisory Council (EAC) to order at 6:31 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 May 15, 2019, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 339-19: Motion was made by Curtis Barrett and seconded by Charlene Norris to approve the May 15, 2019, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Advisory Committee (SWAC)

Discussion/Decision:

- None.

Action Items:



5. STAFF LIASION REPORT –

Discussion/Decision:

- The next meeting is scheduled for July 17, 2019, at 3:00 p.m.
- A group photo was taken at the June meeting. As Ms. Cutsail was not present, another photo may be taken the next time all nine EAC members are present.
- The rollover of the EAC webpage to the new website is complete. A few last corrections are needed.

Action Items:

★

Reference/Attachment(s):

- n/a

6. NEW BUSINESS –

None.

7. BUSINESS IN PROGRESS –

a. Community Solar Subscriber Public Outreach Brochure – Discussion

Discussion/Decision:

- Each member shared the information gained through contacting various community solar developers with projects in the BGE service area.
- The energy industry is complicated. Some terms and definitions will be incorporated into the guide document. Although there are few community solar projects ready to accept subscribers, this guide can provide information on the current situation. The EAC can then revise or add to it later as projects are available to the public for subscription. The anticipated completion date in the work plan will likely be extended to allow for additional research, since very few projects are currently available. The current document may pique interest and help the public understand the options.
- Mr. Barrett also contact the Maryland Public Service Commission (PSC) seeking information about the process and possible barriers. He has not yet received a reply so will follow up with the PSC again.
- Ms. Dinne will arrange the individual text segments into a draft guide document, eliminating duplicative information and adding formatting.
- To help the public understand renewable energy options available and how they fit with community solar, Mr. Drummond volunteered to draft text for a short, separate companion document that introduces an overview of renewable energy. The draft will be discussed at the July 17 meeting.

Action Items:

- ★ Ms. Dinne: Move content into initial structure, remove duplicate information, etc. prior to the Aug 21 meeting.
- ★ Mr. Drummond: Research definitions of renewable energy and prepare overview of renewable energy prior to the Jul 17 meeting.
- ★ All Members: Review overview of renewable energy, suggest changes in Google Docs by Jul 15.

Reference/Attachment(s):

- [BGE Community Solar Pilot Program Application Listing](#)

b. Municipal Resident MS4 Stormwater Workshop – Update

Discussion/Decision:

- The North Carroll Senior Center has been confirmed as the venue for the workshop. Tables will be available through the Hampstead Fire Department.
- Prior table hosts have been invited, but we have received only 1 response thus far.

Action Items:

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Reference/Attachment(s):

- n/a

8. OTHER –

A committee meeting will be scheduled to further discuss the 2020 Environmental Awareness awards, probably in early fall after the 4H Fair.

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 7:47 p.m. The next regular monthly meeting is scheduled for Wednesday, July 17, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 340-19: Motion was made by Curtis Barrett and seconded by Tiffany VanDerwerker to adjourn the June 12, 2019, meeting. Motion carried.

Upcoming Meetings:

- ☞ *Regular Monthly Meeting – Wednesday, July 17, 2019 @ 3:00 PM, Reagan Room, County Office Building*



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- Natalie Kartalia
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- 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 July 17, 2019, 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 12, 2019, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 341-19: Motion was made by Jesse Drummond and seconded by Curtis Barrett to approve the June 12, 2019, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. **Solid Waste Advisory Committee (SWAC)**

Discussion/Decision:

- The FuTuRe pilot program in New Windsor ended on June 25. New Windsor decided not to pursue it further.
- The next SWAC meeting is scheduled for September 5, 2019.

Action Items:



5. STAFF LIASION REPORT –

Discussion/Decision:

- The next meeting is scheduled for August 21, 2019, at 3:00 p.m.
- Mr. Vleck will not be at the August 21 meeting.
- A few last changes remain to finish the rollover to the new EAC webpage.

Action Items:



Reference/Attachment(s):

- n/a

6. NEW BUSINESS –

None.

7. BUSINESS IN PROGRESS –

a. Community Solar Subscriber Public Outreach Brochure – Discussion

Discussion/Decision:

- Mr. Barrett talked with someone at the Maryland Public Service Commission (PSC) as well as BGE. Roughly 30 different community solar projects are moving through the process. However, the process has been slow moving due to numerous factors, including legislation changes, lack of resources to enforce regulations, developers requesting extended time, local farmland unavailability, neighbor resistance, lawsuits, etc. It is a new process for everyone, and there is a learning curve with all parties involved.
- Ms. Dinne reiterated the local decision not to allow commercial solar operations in the Agricultural Zoning District due to the Commissioners’ significant investment in agricultural land preservation for its heritage, environmental, and economic benefits to the County. As an alternative to using agricultural land for community solar projects in Carroll County, solar canopies in parking lots was discussed as an option that would offer multiple benefits.
- Mr. Vleck reconfirmed the EAC’s decision in July to scale back the original detail for the guide. Until more projects and details are available for subscriptions, the guide will serve as a more general resource for community solar information for County residents. The information will help people decide now if they want to follow up on this option once subscriptions are more available. The guide will be informational and not advocating a specific action. The guide could be updated or another companion document prepared at that time.
- In June, the EAC decided to prepare a brief companion document to provide an overview of alternative energy options available to County citizens. The EAC reviewed the initial draft prepared by Mr. Drummond and offered comments. Mr. Drummond will add several information items:
 1. Expanded information and/or clarifications on availability of wind and geothermal.
 2. Links to resources will be added at the end for users to seek more information.
 3. Examples of types of third-party suppliers will be added to help users make the connection between some of the mail they may receive and the type of associated option.

Motions	Action Items	Attachments
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- 4. Links will be added to the list of electric energy providers on the PSC website and to information on the Maryland Office of People’s Counsel (OPC) website.

- Mr. Barrett will draft a brief paragraph regarding the status at the state level and send it to Ms. Dinne.

Action Items:

- ★ Mr. Vleck: Research cautions consumers should take when choosing an energy source and send to Ms. Dinne to add to the draft guide. – by Aug 9
- ★ Ms. VanDerwerker: Send PSC link of electric providers to Mr. Drummond. – by Aug 9
- ★ Mr. Paskoski: Send OPC link to Mr. Drummond. – by Aug 9
- ★ Mr. Barrett: Draft brief paragraph regarding the status at the state level as a closing summary and send it directly to Ms. Dinne. – by Aug 9
- ★ Mr. Drummond: Update alternative energy overview. – by Aug 16
- ★ Ms. Dinne: Prepare formatted draft of overview. – by Sep 13

Reference/Attachment(s):

- [n/a](#)

b. Municipal Resident MS4 Stormwater Workshop – Update

Discussion/Decision:

- Hosts for the various topics are responding to the invitation to participate. Carroll County Land & Resource Management staff and Town staff will be available. Some outside organizations have responded, but we are still waiting on others.
- Information to get the word out will be send in early August.

Action Items:

- ★

Reference/Attachment(s):

- [n/a](#)

8. OTHER –

None.

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:11 p.m. The next regular monthly meeting is scheduled for Wednesday, August 21, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 342-19: Motion was made by Craig Paskoski and seconded by Tiffany VanDerwerker to adjourn the July 17, 2019, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Regular Monthly Meeting – Wednesday, August 21, 2019 @ 3:00 PM, Reagan Room, County Office Building*



Carroll County Environmental Advisory Council

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Westminster, MD 21157-5194
Telephone: 410-386-2140
Fax: 410-386-2924
eac@carrollcountymd.gov

Frank Vleck, Chair
Craig Paskoski, Vice Chair

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

Meeting Summary for August 21, 2019

Members

- Curtis Barrett
- Ellen Cutsail (absent)
- Jesse Drummond
- David Hynes (absent)
- Natalie Kartalia (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 Attendees

- None.

1. CALL TO ORDER –

Mr. Paskoski, Vice Chair, officially called the August 21, 2019, 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 July 17, 2019, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 343-19: Motion was made by Curtis Barrett and seconded by Charlene Norris to approve the July 17, 2019, 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 September 5, 2019.

Action Items:



5. STAFF LIASION REPORT –

Discussion/Decision:

- The next meeting is scheduled for September 18, 2019, at 3:00 p.m.
- The Maryland Public Service Commission held a second public hearing on August 19 regarding Citizens UB Solar, LLC. Citizens UB Solar, LLC filed for a Certificate of Public Convenience and Necessity to construct and operate an 8.172MW array to be constructed on nearly 48 acres adjacent to Union Bridge.

Action Items:



Reference/Attachment(s):

- n/a

6. NEW BUSINESS –

None.

7. BUSINESS IN PROGRESS –

a. Community Solar Subscriber Public Outreach Brochure – Discussion

Discussion/Decision:

- The EAC members reviewed the initial draft of the formatted *Guide to Becoming a Community Solar Subscriber in Carroll County*. Minor revisions were discussed and will be made by Ms. Dinne. A definition of “solar broker” was discussed. Given the format of the public outreach guide and the available space, it was decided that a summary did not need to be added.
- Ms. Dinne will make the revisions discussed and send the revised draft to the members for review. The September meeting agenda will include possible approval of the guide.
- Mr. Drummond indicated he made additional changes to the draft of the accompanying document providing an overview of renewable energy choice options for consumers. Ms. Dinne will format the document and provide a draft for review at the September 18 meeting.

Action Items:

- ★ **Ms. Dinne:** Revise and prepare final draft of the guide document then send to EAC for review before September 18 meeting.
- ★ **Ms. Dinne:** Prepare initial formatted draft of Renewable Energy Choice overview document and send to EAC for review before September 18 meeting.

Reference/Attachment(s):

- n/a

b. Municipal Resident MS4 Stormwater Workshop – Update

Discussion/Decision:

- The workshop will be held Saturday, September 7, 2019, from 9-11:30 am at the North Carroll Senior Center. EAC and staff members should arrive at 8:00 AM to set up for the workshop.

- In addition to the EAC members, municipal staff and Land & Resource Management staff will be participating in the workshop. Additional organizations have been invited, but only DNR’s Carroll County Forestry Board has confirmed.
- Two EAC members will be covering the sign-in table, and another two will be needed at the EAC’s table to answer questions from participating public.
- Avenues for promoting the event include, but are not limited to: news releases, EAC website, posters/flyers at the North Carroll library, and the Towns of Hampstead and Manchester.

Action Items:

★ Ms. Dinne Print materials to be available at EAC table.

Reference/Attachment(s):

- n/a

8. OTHER –

None.

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 3:42 p.m. The next regular monthly meeting is scheduled for Wednesday, September 18, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 344-19: Motion was made by Jesse Drummond and seconded by Curtis Barrett to adjourn the August 21, 2019, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Municipal Resident MS4 Stormwater Workshop – Saturday, September 7, 2019 @ 9 am, North Carroll Senior Center*
- ☐ *Regular Monthly Meeting – Wednesday, September 18, 2019 @ 3:00 PM, Reagan Room, County Office Building*



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Craig Paskoski, Vice Chair

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

Meeting Summary for September 18, 2019

Members

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

County Government

- Brenda Dinne, Special Projects Coordinator,
EAC Staff Liaison/Secretary
- Karen Miller, Recording Secretary
- Jeffrey Castonguay, Director, Carroll County
Department of Public Works

Other Attendees

- None

1. CALL TO ORDER –

Mr. Vleck, Chair, officially called the September 18, 2019, meeting of the Environmental Advisory Council (EAC) to order at 3:03 p.m. in the Reagan Room of the County Office Building (COB).

2. PUBLIC COMMENTS & CONCERNS –

None.

3. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the August 21, 2019, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 345-19: Motion was made by Tiffany VanDerwerker and seconded by David Hynes to approve the August 18, 2019, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. **Solid Waste Advisory Council (SWAC)**

Discussion/Decision:

- Mr. Castonguay reported on behalf of the SWAC.
- SWAC previously discussed dissolving or taking a hiatus. No decision has been made yet.
- The Pay-As-You-Throw pilot program in New Windsor ended. The Town opted not to continue the program. Carroll County Department of Public Works (DPW) still feels it was successful. A decrease in municipal solid waste (MSW) and an increase in recycling in New Windsor seem to have continued, as people changed their buying and disposing habits during the pilot period.

- Maria Myers, Recycling Manager, DPW is actively promoting proper recycling throughout the county to decrease contamination of recyclables in the county, which has become a rising concern. Contaminated recyclables, particularly plastic and paper, render the whole load as unrecyclable and must be landfilled. Haulers are now being charged a tipping fee in this case. Loads transported to material recovery facilities (MRF) that must be landfilled are being charged to the County and costing the County more money.
- Carroll County’s volume of solid waste and recycling, the size and population of the county, and the County’s financial resources are not substantial enough to make it feasible for the County to construct its own recycling or compost facilities.

Action Items:
★

5. STAFF LIASION REPORT –

Discussion/Decision:

- The next meeting is scheduled for October 16, 2019, at 3:00 p.m., and will be held in the Reagan Room.
- David Hynes’ term expires September 30, 2019. Mr. Hynes is not seeking reappointment due to other commitments.
- Mr. Hynes’ position on the Awards Committee will need to be filled. A new member will be chosen at the October meeting. Mr. Hynes will send Ms. Dinne his contact information for the 4-H Fair board member with whom he has been coordinating, along with any notes he has.
- Discussion will begin on the proposed 2020 Work Plan at the October meeting. Ms. Dinne will start drafting the 2019 Annual Report.
- According to the Maryland Open Meetings Compliance Board, electronic communication will no longer be considered appropriate for making decisions or for discussions that lead to a decision, even if less than a quorum discussed the topic via email.
- Household Hazardous Waste Day is scheduled for Saturday, October 26.

Action Items:
★ Mr. Hynes: Send Ms. Dinne contact information for the 4-H Fair board member, along with any notes taken. – ASAP
★ Ms. Dinne: Schedule Awards Committee meeting once a new member is chosen.
★ Ms. Dinne: Draft 2019 Annual Report.

Reference/Attachment(s):

- n/a

6. NEW BUSINESS –

- a. **Solid Waste Advisory Council Update – Jeff Castonguay, Director, Carroll County Department of Public Works**

Discussion/Decision:

- This agenda item was moved to a. Solid Waste Advisory Council under 4. Chair & Committee Reports.

7. BUSINESS IN PROGRESS –

a. Community Solar Subscriber Public Outreach Documents – Discussion and Possible Approval

i) Draft Guide

Discussion/Decision:

Approval of *A Guide to Becoming a Community Solar Subscriber in Carroll County* was discussed. A few grammatical changes were discussed and agreed upon. No substantive changes were made.

APPROVAL OF GUIDE TO BECOMING A COMMUNITY SOLAR SUBSCRIBER IN CARROLL COUNTY – Motion 346-19: Motion was made by David Hynes and seconded by Tiffany VanDerwerker to approve *A Guide to Becoming a Community Solar Subscriber in Carroll County*, as amended. Motion carried.

ii) Draft Renewable Energy Overview Companion Document

Discussion/Decision:

Approval of *An Overview of Renewable Energy Choice Options for Consumers* companion document to the Guide was discussed. A few grammatical changes were discussed and agreed upon. No substantive changes were made.

APPROVAL OF AN OVERVIEW OF RENEWABLE ENERGY CHOICE OPTIONS FOR CONSUMERS COMPANION DOCUMENT – Motion 347-19: Motion was made by Tiffany VanDerwerker and seconded by Natalie Kartalia to approve *An Overview of Renewable Energy Choice Options for Consumers*, as amended. Motion carried.

Action Items:

★

Reference/Attachment(s):

- [A Guide to Becoming a Community Solar Subscriber](#)
- [An Overview of Renewable Energy Choice Options for Consumers](#)

b. Municipal Resident MS4 Stormwater Workshop – Feedback

Discussion/Decision:

- The workshop was held Saturday, September 7, 2019, at the North Carroll Senior Center.
- Ms. VanDerwerker, Ms. Kartalia, and Mr. Barrett assisted on behalf of the EAC. Feedback on the workshop and potential changes for future workshops was discussed. The stations were very well done and provided great information. However, citizen turnout was low. Being the end of the first week of school, the beginning of new sports seasons, and a Saturday morning were discussed as potential contributors.
- Ms. Dinne will need to discuss with Land & Resource Management staff which group of municipalities should be the focus of the 2020 municipal workshop. If the workshop is moved back to late winter, as it has been in the past, arrangements for venue and getting the word out will need to begin soon.

Action Items:

★

Reference/Attachment(s):

- n/a

8. OTHER –

None.

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 4:12 p.m. The next regular monthly meeting is scheduled for Wednesday, October 16, at 3:00 p.m. in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 348-19: Motion was made by David Hynes and seconded by Tiffany VanDerwerker to adjourn the September 18, 2019, meeting. Motion carried.

Upcoming Meetings:

- Regular Monthly Meeting – Wednesday, October 16, 2019 @ 3:00 PM, Reagan Room, County Office Building*



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Craig Paskoski, Vice Chair

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

Meeting Summary for December 3, 2019

Members

- Curtis Barrett
- Ellen Cutsail
- Jesse Drummond
- Natalie Kartalia
- 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 Attendees

- None.

1. CALL TO ORDER –

Mr. Paskoski, Vice Chair, officially called the December 3, 2019, meeting of the Environmental Advisory Council (EAC) to order at 6:31 PM in Room 007 of the County Office Building.

2. PUBLIC COMMENTS & CONCERNS –

None.

3. APPROVAL OF MEETING MINUTES –

Discussion/Decision:

Approval of the September 18, 2019, minutes was discussed. No changes were made.

APPROVAL OF MINUTES – Motion 349-19: Motion was made by Tiffany VanDerwerker and seconded by Natalie Kartalia to approve the September 18, 2019, meeting minutes as written. Motion carried.

4. CHAIR & COMMITTEE REPORTS –

a. Solid Waste Advisory Committee (SWAC)

Discussion/Decision:

- The September 5, 2019, meeting was cancelled. No updates have been provided for future meetings.

Action Items:



5. STAFF LIASION REPORT –

Discussion/Decision:

- The next meeting is scheduled for January 15, 2020, at 3:00 PM.
- The Annual Joint Meeting with the Board is scheduled for Thursday, January 23, 2020, at 1:00 PM.
- BGE is installing three electronic vehicle charging stations located at the County Office Building in Parking Lot A facing Center Street.
- Legislation banning balloon releases may be considered by the 2020 Maryland General Assembly.
- Potential speakers and topics for 2020 EAC meetings offered by EAC members include:
 - ◆ Status of recycling from Maria Myers, County Recycling Manager
 - ◆ Status update on the landfill(s)
 - ◆ Status of the comprehensive rezoning

Action Items:



Reference/Attachment(s):

- n/a

6. NEW BUSINESS –

a. Proposed 2020 Meeting Dates – Review and Possible Approval

Discussion/Decision:

- Pushing the start time of the meeting was discussed, but it may be more difficult to get speakers if the meeting(s) were later in the day. The EAC members were not opposed to the current start time. No changes were made.

APPROVAL OF 2020 MEETING DATES – Motion 350-19: Motion was made by Curtis Barrett and seconded by Charlene Norris to approve the 2020 Meeting Dates as written. Motion carried.

Action Items:

- ★ **Ms. Dinne:** Post approved 2020 Meeting Dates on EAC webpage.

Reference/Attachment(s):

[2020 Meeting Dates](#)

b. 2019 Annual Report Draft – Review and Possible Approval

Discussion/Decision:

- Members reviewed the draft annual report. No substantive changes were made.

APPROVAL OF 2019 ANNUAL REPORT – Motion 351-19: Motion was made by Ellen Cutsail and seconded by Curtis Barrett to approve the 2019 Annual Report, as amended. Motion carried.

Action Items:

- ★ **Ms. Dinne:** Revise 2019 Annual Report to spell out WRCC.
- ★ **Ms. Dinne:** Post approved 2019 Annual Report on EAC webpage.

Reference/Attachment(s):

[2019 Annual Report](#)

c. Proposed 2020 Work Plan – Review and Possible Approval

Discussion/Decision:

- The members reviewed the draft proposed work plan. The residential graywater project was carried over from 2019, as MDE has not yet released related regulations. If regulations are released in early 2020, the EAC will prepare a public outreach piece by the end of the calendar year.
- A project to develop an outreach piece for businesses regarding the State’s ban on EPS was added at the request of Commissioner Frazier. This would need to be completed before the July 1, 2020, effective date. The EAC would coordinate with the Health Department on this piece, as the Health Department will enforce this regulation in Carroll County.
- These were the only two projects included, as both will be substantial for the EAC. The Environmental Awareness Awards process will move to 2021, as the subcommittee has not yet completed its evaluation and recommendations.
- The municipal workshops were removed, as they are not generating enough public participation on their own.

APPROVAL OF 2020 WORK PLAN – Motion 352-19: Motion was made by Ellen Cutsail and seconded by Jesse Drummond to approve the 2020 Work Plan, as amended/written. Motion carried.

Action Items:

- ★ **Ms. Dinne:** Post approved Proposed 2020 Work Plan on EAC webpage until work plan is finalized.

Reference/Attachment(s):

[Proposed 2020 Work Plan](#)

7. BUSINESS IN PROGRESS –

a. Awards Process Evaluation Committee – Approve New Member

Discussion/Decision:

- Mr. Hynes was a member of this committee. Therefore, his departure left an opening on the committee. Ms. Cutsail volunteered to take his place as long as meetings could be in the evening. The EAC members agreed.
- Ms. Dinne will schedule a meeting of the committee, tentatively in January. Topics for discussion by the committee include venue, frequency, award item, and nomination process.

NOMINATION OF AWARDS PROCESS EVALUATION COMMITTEE MEMBER – MOTION 353-19: Motion was made by Curtis Barrett and seconded by Tiffany VanDerwerker to approve the nomination of Ellen Cutsail as a member of the Awards Process Evaluation committee. Motion carried.

Action Items:

- ★ **Ms. Dinne** Schedule a committee meeting, tentatively in January.

Reference/Attachment(s):

- [n/a](#)

8. Other

Discussion/Decision:

- Ms. Cutsail reported that the solar farm (Citizens UB Solar) adjacent to the substation in Union Bridge is progressing. PSC approval is still needed for the agreement. The Town intends to annex the property.

Action Items:

★

Reference/Attachment(s):

- n/a

9. ADJOURN REGULAR MEETING –

The meeting adjourned at 7:09 PM. The next regular monthly meeting is scheduled for Wednesday, January 15, at 3:00 PM in the Reagan Room of the County Office Building.

MEETING ADJOURNMENT – MOTION 354-19: Motion was made by Ellen Cutsail and seconded by Curtis Barrett to adjourn the December 3, 2019, meeting. Motion carried.

Upcoming Meetings:

- ☐ *Regular Monthly Meeting – Wednesday, January 15, 2020 @ 3:00 PM, Reagan Room, County Office Building*
- ☐ *Annual Joint Meeting with the Board of County Commissioners – Thursday, January 23, 2020 @ 1:00 PM, Reagan Room, County Office Building*