



Carroll County Environmental Advisory Council



Curtis Barrett, Chair
Craig Connell, Vice Chair

CarrollCountyMD.gov/EAC ♦
EAC@CarrollCountyMD.gov

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

225 N Center Street ♦ Westminster, MD 21157-5194 ♦ Telephone: 410-386-2140

Meeting Summary for January 21, 2026

Members

- Curtis Barrett
- Ashley Collier
- Craig Connell
- Charlene Norris
- Aaron Salter
- Tom Scanlan
- Michele Smith
- Tamara Strobel

County Government

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

Guest Speaker(s)

- n/a

Other Attendees

- None

1. CALL TO ORDER –

- Vice Chair Barrett officially called the January 21, 2026, meeting of the Environmental Advisory Council (EAC) to order at 3:05 PM in Room 204 of the County Office Building.

2. INTRODUCTION OF NEW MEMBER – Caitlin Fleming

- Ms. Fleming’s first meeting will be the February 18, 2026, meeting.

3. APPROVAL OF MEETING MINUTES –

a. September 17, 2025

Discussion/Decision:

- No additional discussion.

b. November 12, 2025

Discussion/Decision:

- No additional discussion.

APPROVAL OF MINUTES – Motion 503-26 Motion was made by Craig Connell and seconded by Tom Scanlan to approve both the September 17, 2025, and November 12, 2025, meeting minutes as presented. Motion carried.

Reference/Attachment(s):

- www.carrollcountymd.gov/government/boards-commissions/environmental-advisory-council/meetings/

4. ADMINISTRATIVE ITEMS –

a. Secretary Report

Discussion/Decision:

- The next regular meeting will be held on February 18, 2026. If the Board of County Commissioners concurs with the proposed work plan, the EAC members will begin working on the projects to identify Cost Savings with Environmental Benefits and to update the *Guide to Becoming a Community Solar Subscriber in Carroll County (2019)*.
- This meeting was Tom Scanlan’s last meeting. His term expired on May 31, 2025. He continued to serve until his seat was filled. Caitlin Fleming will fill Mr. Scanlan’s seat beginning with the February 18, 2026, meeting. With her appointment, one vacancy remains.
- Mr. Scanlan was presented with a letter and Certificate of Appreciation.

EAC Member Action Items:

- All members RSVP to Ms. Dinne for February 18, 2026, meeting
- All members RSVP to Ms. Dinne for annual meeting with Board of County Commissioners

b. Election of Chair and Vice Chair

Discussion/Decision:

- Tom Scanlan nominated Curt Barrett to serve as Chair.

ELECTION OF CHAIR – Motion 504-26 Motion was made by Tom Scanlan and seconded by Craig Connell to elect Curt Barrett to serve as Chair. Motion carried.

- With Mr. Barrett vacating the Vice Chair position to serve as Chair, Mr. Barrett nominated Craig Connell to serve as Vice Chair.

ELECTION OF VICE CHAIR – Motion 505-26 Motion was made by Curt Barrett and seconded by Michele Smith to elect Curt Barrett to serve as Vice Chair. Motion carried.

- Both positions are two-year terms, which will end in January 2028. A new or continuing Chair and Vice Chair will be elected at the January 2028 meeting.

c. Annual Joint Meeting with Board of County Commissioners

Discussion/Decision:

- The agenda for the annual meeting with the Board was discussed. As Chair, Mr. Barrett will lead the review of the 2025 Annual Report and the Propose 2026 Work Plan projects. The meeting is scheduled for Thursday, January 29, 2026, at 1:00 PM.

5. NEW BUSINESS –

a. None

6. BUSINESS IN PROGRESS –

a. Proposed 2026 Work Plan – Discussion and Approval

Discussion/Decision:

- A project was added to the proposed work plan to update the Guide to Becoming a Community Solar Subscriber outreach publication, which was created in 2019. Many links no longer work, and law regarding solar have changed since then as well.
- Mr. Connell pointed out that energy choice is no longer an option. Depending on whether additional projects are added to the work plan by the Board, the EAC may update the Energy Choice outreach piece as well.
- No changes were made to the final draft of the proposed work plan.

APPROVAL OF PROPOSED 2026 WORK PLAN – Motion 506-26 Motion was made by Craig Connell and seconded by Michele Smith to approve the draft proposed work plan as presented to provide to the Board of County Commissioners as the EAC’s proposed work plan for 2026. Motion carried.

EAC Member Action Items:

- n/a

Reference/Attachment(s):

EAC Proposed 2026 Work Plan

b. 2025 Annual Report – Discussion and Approval

Discussion/Decision:

- The final draft reflects changes in EAC membership that occurred before the end of December 2025.
- No changes were made to the final draft of the 2025 Annual Report during the meeting.

APPROVAL OF 2025 ANNUAL REPORT – Motion 507-26 Motion was made by Tom Scanlan and seconded by Craig Connell to approve the final draft 2025 Annual Report, as amended to reflect the new Chair, to provide as the EAC’s annual report to the Board of County Commissioners. Motion carried.

EAC Member Action Items:

- n/a

Reference/Attachment(s):

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

7. OTHER –

- No additional topics were brought up.

EAC Member Action Items:

- n/a

8. PUBLIC COMMENTS & CONCERNS –

- None.

9. ADJOURN REGULAR MEETING –

- The meeting ended at 3:39 PM. The next regular monthly meeting is scheduled for Wednesday, February 18, 2026, at 3:00 PM in Room 204 of the County Office Building.

MEETING ADJOURNMENT - MOTION 508-26: Motion was made by Michele Smith and seconded by Craig Connell to adjourn the January 21, 2026, meeting. Motion carried.

Upcoming Meetings:

 Regular Monthly Meeting – Wednesday, February 18, 2026 @ 3:00 PM, Room 204, COB

 Annual Meeting with Board of County Commissioners – January 29, 2026, 1:00 PM, Room 311, COB



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Proposed 2026 Work Plan

EAC PURPOSE

Created under Chapter 31 of the Carroll County Code of Public Local Laws, the Environmental Advisory Council (EAC) is dedicated to exploration and promotion of the County's environmental management responsibilities, to providing the Commissioners with educated information and/or advice that is in the best interest of the County and the County's residents, and to assisting with environmental education efforts.

EAC FUNCTION

The EAC functions at the direction of the Carroll County Board of Commissioners and, as such, works cooperatively with County environmental staff to research environmental policy issues; to advise the Board of County Commissioners; to foster environmental education; and, generally, to act in the best interest of County residents by promoting effective environmental protection and management principles.

WORK PLAN PURPOSE

As an advisory body to the Board, the EAC provides information to the Board on emerging environmental policies and projects. Projects may be individual, discrete projects of the EAC, supplemental or supportive to staff projects, or recommend measures to mitigate environmental impacts for projects initiated by or supported by the Board.

This work plan outlines the topics, projects, and/or issues where the EAC will assist and advise the Board for the 2026 calendar year. The EAC reviewed these topics with the Board in the annual joint meeting held on January 29, 2026.



TOPICS AND PROJECTS FOR 2026

In Calendar Year 2026, the EAC will work on the following topics and/or projects:

Topic/Project	Expected Product
<p><i>Cost Savings with Environmental Benefits:</i></p> <p>At the Board’s request, the EAC will identify proposed capital projects that may provide the co-benefit of cost savings as well as environmental benefits. Relevant County Departments will identify proposed projects to be requested in the FY 2027 budget that may meet these criteria. The EAC will provide a summary of the environmental benefits of these cost-saving projects.</p> <p><i>Target Completion: April 2026</i></p>	<p>Brief</p>
<p><i>Guide to Becoming a Community Solar Subscriber in Carroll County:</i></p> <p>In 2019, with the birth of community solar energy facilities in Maryland, the EAC prepared a public outreach brochure to provide information to help the County’s public understand what a community solar project is and where to find information about them.</p> <p>Solar companies are now marketing their facilities, including mailers and knocking on people’s doors. Given the changes that have occurred in the past six years, the brochure needs to be updated to provide citizens with current resources to help them determine if a project that is marketed to them is legitimate and determine if a subscription is the right fit for them. The EAC will update the brochure. Other energy brochures may be updated as well if needed.</p> <p><i>Target Completion: September 2026</i></p>	<p>Update Brochure</p>

ONGOING TOPICS AND PROJECTS

The EAC will address the following ongoing topics and projects:

- 
 The Carroll County Commissioners adopted the **Environmental Action Awards** program in 1990 to recognize individuals and groups that have exemplary accomplishments in the protection, conservation, and improvement of our environmental resources through their actions or projects. Awards are presented biennially to individuals and groups chosen from nominees submitted for consideration by their peers, although self-nominations will be accepted. Unless the timeframe for the Carroll EnviroFest changes, the public campaign to solicit nominations for the 2027



Proposed EAC 2026 Work Plan

Environmental Action Awards will roll out in late spring/early summer 2027. Nominations will be due in September. The EAC will review the nominations and select a winner for each of the three categories – Student Engagement, Positive Practices, and Educational Outreach. Prep work for this process could begin in 2026.

- 🌍 The EAC will participate as an exhibitor in the annual **Carroll EnviroFest** organized and hosted by the Carroll County Planning & Land Management Department. This includes preparation of a display and materials, as well as pursuing any additional opportunities to enhance the EnviroFest.
- 🌍 The EAC will proceed with developing a public outreach piece for **Residential Graywater Use** in Carroll County once regulations are adopted by Maryland Department of the Environment. This publication is intended to help provide Carroll's residents with basic information regarding graywater, its residential uses, and benefits.
- 🌍 In its continuing role to promote **public education and awareness** on environmental issues, the EAC will also address citizen concerns as they arise and are brought to the EAC's attention.
- 🌍 From time to time, an **informational tour** is arranged for the EAC. These tours are intended to raise awareness and knowledge of various environmental issues, such as the EAC's tour of Lehigh's conveyor system in 2017, the landfill tour in 2024, and the Howard County composting facility in 2025. A similar tour may be arranged if the opportunity arises.
- 🌍 As needed, an **ad hoc committee** of EAC members will serve, as needed, to hear and decide an appeal of any of the following environmental code chapters/sections: Ch. 53 Environmental Management of Storm Sewer Systems, Ch. 150 Forest Conservation, Ch. 151 Stormwater Management, Ch. 153 Floodplain Management, Ch. 154 Water Resource Management, and Ch. 157 Landscape Enhancement of Development.

Approval will be sought from the Board to proceed on any concerns requiring significant additional time, staff, or financial resources.

ADDITIONAL PROJECTS

Other topics and/or projects may surface throughout the year for which the Board would like a review and/or advice from the EAC. If the Board seeks input from the EAC outside of the work plan process, the Board will request the review and input in writing. The request will specify what aspect of the issue/project should be discussed and/or the desired product from the EAC.

Other issues or projects for discussion may be brought to the EAC's attention during the year by a member of the EAC, the public, or staff. If the EAC chooses to pursue a project, a written request will be made to the Board for approval to amend the work plan with the additional project. The request will specify the scope of the project and expected product and outcome. The Board may modify the scope of the project with its approval.

At the request of the Board of County Commissioners, potential future projects, as needed and time permitting, may include public education regarding tree planting, wind energy, and/or potable water.

