



# Carroll County Environmental Advisory Council (EAC)

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## 2015 Work Plan

### EAC PURPOSE

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The EAC is dedicated to exploration and promotion of the County's environmental management responsibilities, to providing the Commissioners with educated advice that is in the best interest of the County and the County's residents, and to environmental educational efforts.

### EAC FUNCTION

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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. The EAC also serves as the County's Tree Commission.

### WORK PLAN PURPOSE

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As an advisory body to the Board, the EAC provides recommendations to the Board on emerging environmental policy 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 2015 calendar year. The EAC will review these topics with the Board in the first of the two annual joint meetings, which was held on February 19, 2015.

## PROPOSED TOPICS AND PROJECTS FOR 2015

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In Calendar Year 2015, the EAC offers the following topics and/or projects:

Topic/Project	Expected Product
<p><b><i>Update to Environmental Stewardship Booklet:</i></b> In 2014, the EAC prepared a booklet that demonstrates Carroll’s environmental stewardship and some of the good work being done by the County. To raise awareness and provide a reference document for the incoming Board, the EAC will update the Environmental Stewardship booklet. Target completion: Annual Joint Meeting w/ Board</p>	<p>Updated booklet</p>
<p><b><i>Carroll County National Pollutant Discharge Elimination System (NPDES) Phase 1 Municipal Separate Storm Sewer System (MS4) Public Education Requirements – Public Education Workshop for Commercial and Industrial Business Community:</i></b> Carroll County’s MS4 permit requires the County to implement a public education and outreach program to reduce stormwater pollutants. One requirement of the permit is to provide information regarding the following water quality issues to the regulated community:</p> <ul style="list-style-type: none"> <li>◆ NPDES permitting requirements;</li> <li>◆ Pollution prevention plan development;</li> <li>◆ Proper housekeeping; and</li> <li>◆ Spill prevention and response.</li> </ul> <p>The majority of reported illicit discharges since 2010 have been at business sites (13 of 17). The pollutants discharged at these sites generally have greater potential to impact stormwater quality. Therefore, as part of its public outreach charge, the EAC members will work closely with the County’s EAC Staff Liaison and the NPDES Compliance Specialist to plan and implement an educational workshop to which commercial and industrial business owners will be invited. The purpose of the workshop will be to equip these businesses with knowledge of the good housekeeping and best management practices (BMPs) that will protect water quality and prevent issues for these businesses in the future. The workshop will be held in 2015. Materials will be developed as appropriate to accompany the effort. Target Completion: Fall 2015</p>	<p>Educational workshop for County’s regulated community + related educational materials</p>

***Carroll County National Pollutant Discharge Elimination System (NPDES) Phase 1 Municipal Separate Storm Sewer System (MS4)***

***Public Education Requirements – Work Plan to Develop Public Workshop for General Public:***

Carroll County’s MS4 permit requires the County to implement a public education and outreach program to reduce stormwater pollutants. One requirement of the permit is to provide information to inform the general public about the benefits of:

- ◆ Increasing water conservation;
- ◆ Residential and community stormwater management implementation and facility maintenance;
- ◆ Proper erosion and sediment control practices;
- ◆ Increasing proper disposal of household hazardous waste;
- ◆ Improving lawn care and landscape management (e.g., the proper use of herbicides, pesticides, and fertilizers, ice control and snow removal, care for clippers, etc.);
- ◆ Residential car care and washing; and
- ◆ Proper pet waste management.

The EAC members will work closely with the County’s EAC Staff Liaison and the NPDES Compliance Specialist to develop a work plan for an educational event to which the general public would be invited to participate to learn the benefits of these practices and possible ways to implement them at their own homes and properties. This event would be held in 2016. Target Completion: December 31, 2015

Work plan for 2016

***Feedback on Energy Audit by Johnson Controls:*** The Board approved a contract with Johnson Controls (JC) to perform an energy audit at County facilities. JC will present their final recommendations and report to a staff committee, which includes the Director of Management and Budget, Comptroller, and Chief of Facilities. The committee will decide which recommendations to move forward, and present those recommendations to the Commissioners. The EAC members will be briefed on the results of the project and the Board’s decision on further activities. Target Completion: early 2015, depending on needs and timeline of staff committee

Memo to staff committee

## ONGOING TOPICS AND PROJECTS

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The EAC will address the following ongoing topics and projects:

- › The EAC will continue to serve in its role as the County Tree Commission, per Chapter 31 of the County Code.
- › 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.
- › The Carroll County Commissioners adopted the Environmental Awareness 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. The nomination forms and promotional materials will be distributed in January 2016, with awards to be presented in April 2016. However, work will be completed in 2015 in preparation for a January 2016 launch of the next awards cycle. Activities will be undertaken in 2015 to raise awareness of the upcoming awards cycle and projects that are eligible.
- › At the Board's request, the EAC will hold two joint meetings with the Board each year. The first meeting will generally be held in the beginning of the calendar year. The second meeting each year will be held in late summer/early fall.

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

## ADDITIONAL PROJECTS

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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, 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.