



# FREDERICK COUNTY GOVERNMENT

## OFFICE OF AGRICULTURE

Department of Agricultural Preservation

Jessica Fitzwater  
County Executive

Katie Stevens, Director  
Shannon O'Neil, Administrator

### Agricultural Preservation Advisory Board

#### Open Session Meeting

Minutes of Wednesday, July 30<sup>th</sup>, 2025

Winchester Hall – Second Floor, Hearing Room

Board Approved 8/25/2025

- I. **Call to Order:** Sandra Tucker called the meeting to order at 7:02 pm.
- II. **Attendance:** Sandra Tucker, Chair, Caroline Orlowski, Secretary, Lisa Gaver, Matt Toms, Vice Chair, Council Member Steve McKay, Liaison  
Katie Stevens, Director of Office of Ag, Shannon O'Neil, Ag Preservation Program Administrator, Beth Ahalt, Ag Preservation Program Specialist II, and Jenna Zimmerman, Ag Preservation Program Specialist I
- III. **Approval of the Agenda:** Caroline Orlowski made a motion to approve the agenda. The motion was seconded by Lisa Gaver. The motion was approved 4-0-0-0.
- IV. **Approval of the Open Session Minutes from June 5<sup>th</sup>, 2025:** Lisa Gaver made a motion to approve the open session minutes from June 5<sup>th</sup> meeting. The motion was seconded by Caroline Orlowski. The motion was approved 4-0-0-0.
- V. **Approval of the Closed Session Minutes from June 5<sup>th</sup>, 2025:** Lisa Gaver made a motion to approve the open session minutes from June 5<sup>th</sup> meeting. The motion was seconded by Caroline Orlowski. The motion was approved 4-0-0-0.
- VI. **Reports-** No reports.
- VII. **Old Business-** No old business.
- VIII. **New Business-**
  - A. **Agricultural Preservation Advisory Board Applicant Selection-** Staff informed the Ag Board that Samuel Tressler still has one more year on the Frederick County Planning Commission Board and cannot serve on both committees. The other 2 applicants that applied for the commercial farm owner and operator seat were Erik Legg and Brenda Ripley. Caroline Orlowski made a motion to appoint Brenda Ripley to fill the vacancy on the Frederick County Agricultural Preservation Advisory Board. Lisa Gaver seconded this motion. The motion was approved 4-0-0-0.

Ag Board Members	Aye	Nay	Abstain	Absent
Sandra Tucker	X			
Matthew Toms	X			
Caroline Orlowski	X			
Lisa Gaver	X			
Position Vacant				



# FREDERICK COUNTY GOVERNMENT

## OFFICE OF AGRICULTURE

Department of Agricultural Preservation

Jessica Fitzwater  
County Executive

Katie Stevens, Director  
Shannon O'Neil, Administrator

- B. **Frey Family, LLC Unrestricted Lot Request (IPP):** Staff presented a request to the Ag Board to approve an unrestricted lot request on the Frey Family, LLC IPP easement. This request was already approved back in 2024 from the previous owner, Bonnie McRoberts, but the Frey's are proposing a new location. Staff feels that the proposed location minimizes the impact to the ag operation as it is close to the road, along the property boundary and clustered with other residential lots. Caroline Orlowski made a motion to approve the unrestricted lot request. Matt Toms seconded this motion. The motion was approved 4-0-0-0.

Ag Board Members	Aye	Nay	Abstain	Absent
Sandra Tucker	X			
Matthew Toms	X			
Caroline Orlowski	X			
Lisa Gaver	X			
Position Vacant				

- C. **Ford Owner's Lot Request (IPP):** Staff presented a request to approve an owner's lot on the Ford/Beller IPP easement. This property went under easement in 2006 and at the time of easement there was one dwelling located on the property. No other requests for child's lots or owners lots have been requested. Mr. and Mrs. Ford are requesting a 2-acre max owner's lot for themselves and this lot would be located along the property boundary and consist of Class II soils. Lisa Gaver made a motion to approve an owner's lot on the Ford/Beller IPP easement. Caroline Orlowski seconded this motion. The motion was approved 4-0-0-0.

Ag Board Members	Aye	Nay	Abstain	Absent
Sandra Tucker	X			
Matthew Toms	X			
Caroline Orlowski	X			
Lisa Gaver	X			
Position Vacant				

- D. **Mackenzie Tenant House Request (IPP):** Staff presented a request to approve to relocate a pre-existing dwelling. When this property went under easement, there was the original farmhouse and a trailer. The trailer is no longer there and they are requesting to build a house along the property line to replace the trailer that was there. Lisa Gaver made a motion to approve the relocation request on a pre-existing dwelling.



# FREDERICK COUNTY GOVERNMENT

Jessica Fitzwater  
County Executive

## OFFICE OF AGRICULTURE Department of Agricultural Preservation

Katie Stevens, Director  
Shannon O'Neil, Administrator

Caroline Orlowski seconded the motion. The motion was approved 4-0-0-0.

Ag Board Members	Aye	Nay	Abstain	Absent
Sandra Tucker	X			
Matthew Toms	X			
Caroline Orlowski	X			
Lisa Gaver	X			
Position Vacant				

- E. **Silberstein CREP easement Request:** Staff presented a request to continue to negotiate a CREP easement on the Silberstein property. They currently have a 9 acre CREP contract, located in a PPA, and adjacent to a large block of preserved land. Caroline Orlowski made a motion to proceed with the Silberstein CREP easement project. Lisa Gaver seconded this motion. The motion passes 4-0-0-0.

Ag Board Members	Aye	Nay	Abstain	Absent
Sandra Tucker	X			
Matthew Toms	X			
Caroline Orlowski	X			
Lisa Gaver	X			
Position Vacant				

- F. **Brubaker CREP Easement Request:** Staff presented a request to continue to negotiate a CREP easement on the Brubaker property. The Brubaker's currently have 2 CREP contracts totaling over 9 acres and this property is adjacent to a MLAPF district and an IPP easement. The property is along the Monocacy River and would be a great fit for CREP. Lisa Gaver made a motion to proceed with the Brubaker CREP easement project. Caroline Orlowski seconded this motion. The motion passes 4-0-0-0.

## IX. Comments and Announcements

### a. Program Updates

- MALPF-** Extended 5 offers. The next application deadline will be 4/1/2026. There are funding cuts and due to low funding, MALPF has moved to an every other year cycle.
- IPP-** The next IPP cycle deadline is September 2, 2025. This year there is a special offering with FRO. There are 2 IPP settlements scheduled for October.
- Critical Farms-** Lambert settled in Critical Farms in July.
- CREP-** Staff continues to receive a lot of interest in this program.
- Next Generation-** Staff should have a decision on a SANG application that was submitted end of May.



## FREDERICK COUNTY GOVERNMENT

### OFFICE OF AGRICULTURE

Department of Agricultural Preservation

Jessica Fitzwater  
County Executive

Katie Stevens, Director  
Shannon O'Neil, Administrator

- vi. **Rural Legacy**-Rural Legacy has moved to an every other year cycle due to a decrease in funding. The next application cycle will be in FY2027. There is one settlement in August coming up on Renn Road.
- vii: **Inspections update**: FY2025 inspection goals have been met. Staff is now working on scheduling FY2026 inspections.

#### B. Other Comments:

- i. **MPRP Proposed Transmission Line Route**- There are no new official updates. This project is moving very slow.
- ii. **CDI Overlay Zoning Bill**- This bill is currently going through workshop. Staff will send the meeting details so the Board can stay informed. The map will go back to the Planning Commission in October.
- ii. **August Board Meeting**- Staff notified the Board that the next Ag Board Advisory Meeting will be held on Monday, August 25, 2025.

X. **Public Comment** – None.

XI. **Adjournment** – Lisa Gaver moved to adjourn the meeting. Caroline Orlowski seconded this motion. Meeting adjourned at 8:00pm.