



**Clarke County Litter Committee**  
**Berryville/Clarke County Government Center, 2<sup>nd</sup> Floor**  
**101 Chalmers Court, Berryville, Virginia 22611**  
**A/B Meeting Room**

**Tuesday, June 20, 2023 5:30 pm**

1. Call to Order
2. Approval of Agenda
3. Approval of Meeting Minutes
  - May 16, 2023
4. Public Comments
5. Planning, Engagement, and Scheduling in 2023
  - Sat, 7/16 at 9:00am: Route 340/Route 7 Pick Up
  - Tue, 8/16 at 5:30pm: County Fair Booth/Grounds/Parking Lot Pick Up
  - Sat, 9/16 at 8:00am: Farmer's Market
  - Sat, 10/7 or 10/14 (Time TBD): Electronic Recycling Day (TBD)
  - November (Date/Time TBD): Boat Ramp Pick Up
  - December (Date/Time TBD): Adopt-a-Road Clean Up
6. "Keep Clarke Clean Art & Slogan Contest"
7. EPS Campaign
8. DEQ Grant Application
9. Media Outreach Details
10. Other Business
11. Adjournment



# Clarke County Litter Committee

DRAFT – Meeting Notes (no quorum)

Tuesday, May 16, 2023 – 5:30PM

Berryville-Clarke County Government Center – A/B Meeting Room

ATTENDANCE	
Ashley Harrison (Chair)	✓
Tom Bauhan	✓
Matthew Bass (BOS Representative)	✓
John Keim	✓
Mary Martin	✓
Meg Roque	X

**STAFF PRESENT:** Kristina Maddox (Office Manager / Zoning Officer), Lorien Lemmon (Preservation Planner / GIS Coordinator)

**OTHERS PRESENT:** Christi McMullen

## Call to Order

Chair Harrison called the meeting to order at 5:34pm.

## Approval of Agenda

Mr. Bauhan made the motion to approve the agenda as presented by Staff, seconded by Ms. Martin.

## Approval of Meeting Minutes

- March 8, 2023 – Mr. Bauhan moved to approve the March 8, 2023 meeting minutes as presented by Staff, seconded by Ms. Martin.
- March 21, 2023 – Mr. Bauhan moved to approve the March 21, 2023 meeting minutes as presented by Staff, seconded by Ms. Martin.
- April 18, 2023 – The meeting notes were reviewed, however, did not require a vote as there was no quorum on April 18<sup>th</sup>.

## Public Comments

Ms. McMullen thanked the Litter Committee for what they accomplish within the community and for nominating her for the annual “Clarke County Environmental Advocate of the Year” award. She explained where the additional glass bin is located at the convenience center and further explained the purple bin program. When asked by Mr. Bass if she was aware of the glass manufacturing company in town, Ms. McMullen said she was aware of them but had yet to contact them.

## Planning, Engagement, and Scheduling in 2023

Mr. Keim said the Clarke County Environmental Council has yet to provide specific details on their needed items so we may revisit their needs in the fall for 2024 budget planning. He said he may attend one of their meetings at some point in the fall.

The committee discussed involving the high school students who need additional community and volunteer service hours for college applications.

Chair Harrison said the boat ramp pickup was a success and noted that several volunteers read the Clarke Monthly article written by Mr. Keim. He commented there would be another Clarke Monthly article in June.

The committee discussed details surrounding the upcoming Adopt-a-Road pickup on May 20<sup>th</sup> at 9:00am. Ms. Maddox said she heard VDOT recently did a pick up along Salem Church Rd so it should be clean. Other committee members noted trash alongside Opequon Road.

The committee decided to postpone a themed pick up event until we can plan.

The committee noted the upcoming events including the July 15<sup>th</sup> Route 7/Route 340 pickup, the August 15<sup>th</sup> County Fair pick up and booth, and the Clarke County Farmer's Market in September. Ms. Maddox said that it was suggested by a resident that the Litter Committee hold an electronic recycling event. The committee opted to look into this and host it as early as October 7<sup>th</sup> or 20<sup>th</sup>. Ms. McMullen volunteered to contact C2 Management to see if they could be of any assistance.

#### **“Keep Clarke Clean Art & Slogan Contest” Update**

The committee reviewed the magnet examples provided in the packet and said they looked good but would add the student's first initial and last name, grade, and school if at all possible. The committee said the bumper stickers may be too expensive, however. By consensus, the committee agreed to spend approximately \$500 on the magnet postcards.

Ms. Maddox said she would send out an email with the sample signs provided by Vital Signs. She said the signs would be 18”x24” and cost \$40 per sign. On motion by Mr. Bass, seconded by Mr. Bauhan, the committee agreed to purchase 20 signs by June 30<sup>th</sup>. Placement of the signs will be determined later on.

#### **EPS Campaign Update**

Mr. Bauhan said he spoke to Lone Oak Tavern who said they would like several hundred or so of the 9”x9” no compartment hinged containers. The committee discussed focusing more of the grant funds to the smaller businesses versus the larger chain businesses. Ms. McMullen suggested that a committee member attend a Berryville Main Street meeting so they can speak with a majority of the business owners at one time rather than individually.

#### **Clarke County Litter Committee “Citizen of the Year” Discussion**

Previously discussed.

#### **Budget Overview**

Ms. Maddox explained the quick turnaround dumpster request from Shenandoah River Keepers, which resulted in 60+ tires removed from the river near the Shenandoah University River Campus. She said she was able to get approval on the dumpster cost from Chair Harrison and Mr. Bass.

Ms. McMullen asked if the Litter Committee could accept donations or if we could do any fundraising. Mr. Bass responded that the committee would have to double-check and get back to her.

#### **Media Outreach Details**

Previously discussed.

Mr. Bass left the meeting at 6:26pm.

#### **Other Business**

The committee further considered how to obtain additional volunteers and volunteering to clean up Main Street after events such as the upcoming parade.

Chair Harrison said she thought the committee should participate in the parade if there is time. Ms. Maddox said she would look into it and start coordinating the details.

**Adjournment**

With no further items to discuss, the meeting adjourned by consensus at 6:36pm.

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Ashley Harrison (Chair)

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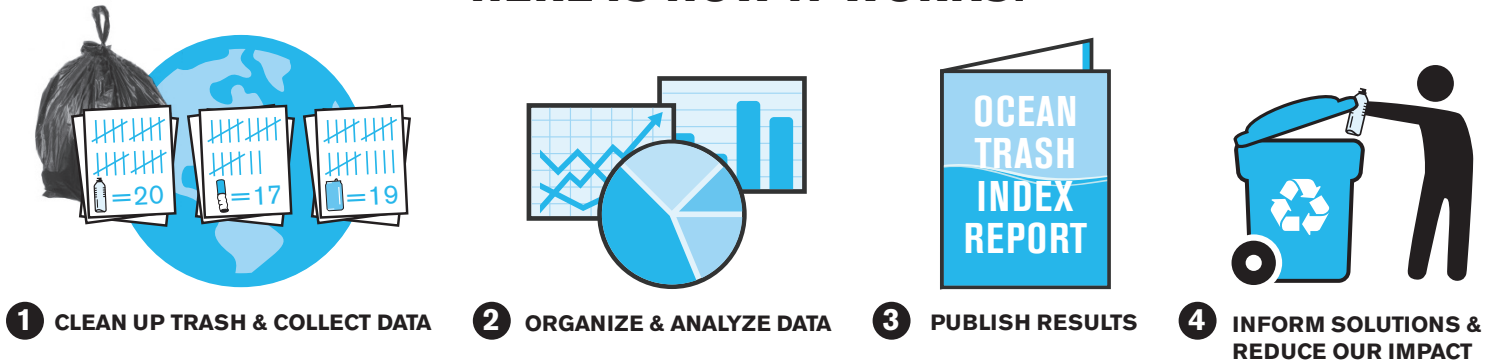
Kristina Maddox (Clerk)

# VOLUNTEER OCEAN TRASH DATA FORM



Ocean and waterway trash ranks as one of the most serious pollution problems choking our planet. Far more than an eyesore, a rising tide of marine debris threatens human health, wildlife, communities and economies around the world. The ocean faces many challenges, but trash should not be one of them. Ocean trash is entirely preventable, and data you collect are part of the solution. The International Coastal Cleanup is the world's largest volunteer effort on behalf of ocean and waterway health.

## HERE IS HOW IT WORKS:



**NAME:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

### CLEANUP SITE DESCRIPTION

**Type of Environment (choose one):**

- Saltwater (Ocean/Bay/Estuary)
- Freshwater (River/Stream/Lake)
- Inland (No Water Body Present)

**Mode of Data Collection (choose one):**

- Land (beach, shoreline or inland)
- Underwater
- Watercraft (powerboat, sailboat, kayak or canoe)

**SITE INFORMATION:**

Cleanup Site Name:

State or Province:  Zone or County:

Country:  Nearest Crossroad or Landmark:

**NUMBER OF VOLUNTEERS WORKING ON THIS CARD:**

adults	children (under 12)
<input type="text"/>	<input type="text"/>

**MOST UNUSUAL ITEM COLLECTED:**

**DATE OF CLEANUP:**

**GO PAPERLESS!**

Collect and record your data on **Clean Swell!**

Download the free app on your mobile device.



**Please return this form to your area coordinator.**  
If you are unable to do so, please mail or email it to:

Ocean Conservancy  
Attn: International Coastal Cleanup  
1300 19th Street, NW, 8th Floor, Washington, DC 20036  
cleanup@oceanconservancy.org

**Trash Free Seas:** [www.oceanconservancy.org/cleanup](http://www.oceanconservancy.org/cleanup)  
**Be a Green Boater:** [www.oceanconservancy.org/goodmate](http://www.oceanconservancy.org/goodmate)  
**Sponsors:** [www.oceanconservancy.org/cleanupsponsors](http://www.oceanconservancy.org/cleanupsponsors)  
**Clean Swell:** [www.oceanconservancy.org/cleanswell](http://www.oceanconservancy.org/cleanswell)



Updated 2021

# TRASH COLLECTED

**Citizen scientist:** Pick up all trash and record all items you find below. No matter how small the items, the data you collect are important for Trash Free Seas.®

**EXAMPLE:**

Plastic Bags:



TOTAL #

↓  
= 8

Please DO NOT use words or check marks. Only **numbers** are useful data.

**MOST LIKELY TO FIND ITEMS:**

TOTAL #  
↓

Grocery bags (plastic): =  
 Other bags (plastic): =  
 Beverage bottles (glass): =  
 Beverage bottles (plastic): =  
 Beverage cans: =  
 Beverage sachets/pouches: =  
 Bottle caps (metal): =  
 Bottle caps (plastic): =  
 Cigarette butts: =

Cups, plates (foam): =  
 Cups, plates (paper): =  
 Cups, plates (plastic): =  
 Food containers (foam): =  
 Food containers (plastic): =  
 Food wrappers (candy, chips, etc.): =  
 Lids (plastic): =  
 Straws/stirrers (plastic): =  
 Utensils (plastic): =

**FISHING & BOATING:**

TOTAL #  
↓

Line, nets, traps, rope, etc.: =  
 Foam dock pieces: =

**ILLEGAL DUMPING:**

TOTAL #  
↓

Appliances: =  
 Construction materials: =  
 Tires: =

**PACKAGING MATERIAL:**

6-pack holders: =  
 Foam packaging: =  
 Other plastic bottles (oil, bleach, etc.): =  
 Strapping bands: =

**OTHER ITEMS/DEBRIS:**

TOTAL #  
↓

Balloons: =  
 Clothing: =  
 E-cigarettes: =  
 Electronic waste (phones, batteries): =  
 Footwear (shoes/slippers): =  
 Paper bags: =  
 Tobacco products (lighters, cigar tips, wrap): =  
 Toys: =  
 Other plastic waste: =  
 Other waste (metal, paper, etc.): =

**PERSONAL HYGIENE:**

TOTAL #  
↓

Condoms: =  
 Cotton bud sticks (swabs): =  
 Diapers: =  
 Gloves & masks (PPE): =  
 Syringes: =  
 Tampons & applicators: =

**OTHER ITEMS NOT LISTED:**

TOTAL #  
↓

1. =  
 2. =  
 3. =  
 4. =  
 5. =

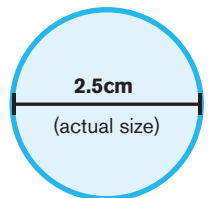
**TINY TRASH LESS THAN 2.5CM**

TOTAL #  
↓

Plastic/foam pieces: =

**DEAD/INJURED ANIMAL**

Type of animal: \_\_\_\_\_  
 Status: dead/injured    Entangled: yes/no  
 Type of entanglement item: \_\_\_\_\_



**CLEANUP SUMMARY (circle units)**

Number of Trash Bags Filled:     Weight of Trash Collected:  lbs/kgs    Distance Cleaned:  miles/km    Area Cleaned:  miles<sup>2</sup>/km<sup>2</sup>



GY 2024 APPLICATION AND CONTRACT FOR THE VIRGINIA NON-COMPETITIVE LITTER PREVENTION AND RECYCLING GRANT

Grant Period: July 1, 2023 through June 30, 2024

Deadline for application: June 30, 2023

Single Locality or Co-Op:  Single  Co-Op

Primary Agency: \_\_\_\_\_

Localities Represented: \_\_\_\_\_

The Locality/Agency is applying for GY 2024 grant funding and agrees to use these grant funds to perform the litter prevention and recycling activities listed below. In order for an agency to qualify, a minimum of two items must be selected:

- Planning & Organization
  - Recycling
  - Youth Education
  - Cleanups
  - Law Enforcement
  - Public Communication
  - EPS Campaign\*
- Adopt-A Programs (if more than one, please list):  
\_\_\_\_\_
  - Other Activities (List):  
\_\_\_\_\_  
\_\_\_\_\_

\*Please select "EPS Campaign" if you are interested to receive additional funds for this activity.

The Authorized Official certifies that the information provided in this application is correct and agrees to the terms and conditions contained herein and in the DEQ Guidelines for this grant program. For co-op applications, the Authorized Official certifies that a written agreement between the Coordinating Agency and each participating locality is on file.

Name of Organization: \_\_\_\_\_

**Authorized Official:**

Name of Authorized Official: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Program Manager:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Finance:**

**FIPS:** \_\_\_\_\_

**FIN:** \_\_\_\_\_

**Name of Organization:** \_\_\_\_\_

**Remit To Address:** \_\_\_\_\_

Do you expect to have any unspent grant funds remaining at the end of GY 2024?     Yes     No

***Note:** As long grant funds are committed by June 30, they can be reported as committed funds (outstanding invoices) on your accounting report as having been spent. Any unspent funds at the end of the previous grant year will be deducted from the new grant amount that is to be awarded in the current grant year.*

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**DEPARTMENT OF ENVIRONMENTAL QUALITY USE ONLY**

**Signature of DEQ Official:** \_\_\_\_\_    **Date:** \_\_\_\_\_

**DEQ  
USE  
ONLY**

AGENCY NUMBER	FUND NUMBER	PROGRAM NUMBER	COST CODE	PROJECT CODE	GRANT YEAR	GRANT AMOUNT
44000	0925	515009	502	900240000	2024	
<b>INVOICE NUMBER</b>				<b>DESCRIPTION</b>		
GRANTS				LITTER PREVENTION AND RECYCLING		

**Mail to:** Virginia DEQ, Litter and Recycling Grants Program, P.O. Box 1105, Richmond, VA 23218



## INSTRUCTIONS

### LITTER PREVENTION & RECYCLING NON-COMPETITIVE LITTER GRANT – APPLICATION

#### APPLICANT LOCALITY STATUS:

1. If applying as a single locality, fill in ONLY your local government name on the “The Primary Agency” line.
2. If applying as a co-op, fill in your agency as “The Primary Agency” and the localities that are represented in addition to your own on the “Localities Represented” line.

#### LOCALITY’S ACTIVITIES:

The Litter Grant funds are to be used in order to perform the litter and recycling activities listed. In order for a locality or agency to qualify, a minimum of two items must be selected. Check all programs that apply to your locality and if any, list all Adopt-A programs and other activities.

#### LOCALITY DETAILS AND CONTACT INFORMATION:

1. Enter the name of the organization (Locality or Agency) that is applying for the litter grant.
2. The authorized signatory is the County Administrator, City Manager, Town Manager or Coordinating Agency’s Executive Director. For Coordinating Agencies that are non-governmental, the application shall be signed by the Coordinating Agency’s Executive Director, along with each locality manager’s signature on the Application form itself. Please refer to the DEQ Guidelines for acceptable documentation.
3. Enter the address, phone number, primary and secondary email addresses for the program contact.
4. Enter the locality or agency’s Federal Identification Number (FIN).
5. Enter the locality or agency’s Federal Information Processing Standards (FIPS) number.

#### GRANT FUNDS REMAINING:

Indicate if the Locality or Agency expects to have any unspent grant funds remaining at the end of the current grant year. Please note that as long as the grant funds are committed by June 30, they can be reported as committed funds (outstanding invoices) on the accounting report as having been spent.

#### DEQ CONTACT INFORMATION:

Mail the signed completed application to the address below:

##### USPS:

Department of Environmental Quality  
Litter & Recycling Grants Program  
P.O. Box 1105  
Richmond, VA 23218

##### UPS/FEDEX:

Department of Environmental Quality  
Litter & Recycling Grants Program  
1111 East Main Street, Suite 1400  
Richmond, VA 23219

For assistance, please contact [va-landr@deq.virginia.gov](mailto:va-landr@deq.virginia.gov).



GY 2023 APPLICATION AND CONTRACT FOR THE VIRGINIA NON-COMPETITIVE LITTER PREVENTION AND RECYCLING GRANT

Single Locality or Co-Op: Single

Primary Agency: Clarke County

Localities Represented:

The Locality/Agency is applying for GY 2023 grant funding and agrees to use these grant funds to perform the litter prevention and recycling activities listed below.

- 1. Recycling
2. Public Communication
3. Cleanups
4. EPS Campaign

The Authorized Official certifies that the information provided in this application is correct and agrees to the terms and conditions contained herein and in the DEQ Guidelines for this grant program. For co-op applications, the Authorized Official certifies that a written agreement between the Coordinating Agency and each participating locality is on file.

I certify that we have a written agreement in place (for localities only): No

I certify that we have sent a written Co-Op agreement to DEQ (for NGOs only): No

Name of Organization: Clarke County

Authorized Official:

Name of Authorized Official: Chris Boies Title: County Administrator

Authorized Signature: Date:

Address: 101 Chalmers Ct., Suite B, Berryville, VA 22611

Primary Phone: (540) 955-5191

Email: cboies@clarkecounty.gov

Program Manager:

Name: Jeffrey Feaga Title: Preservation Planner

Address: 101 Chalmers Ct., Suite B, Berryville, VA 22611

Primary Phone: (540) 955-5134

Email: jfeaga@clarkecounty.gov

Finance:

FIPS: 043

FIN: Not Displayed

Name of Organization: Clarke County

Remit To Address: 101 CHALMERS CT, BERRYVILLE, VA 22611

Do you expect to have any unspent grant funds remaining at the end of FY 2023? No

Note: As long grant funds are committed by June 30, they can be reported as committed funds (outstanding invoices) on your accounting report as having been spent. Any unspent funds at the end of the previous grant year will be deducted from the new grant amount that is to be awarded in the current grant year.