



Clarke County Litter Committee
Berryville/Clarke County Government Center, 2nd Floor
101 Chalmers Court, Berryville, Virginia 22611
Suite B Conference Room

Tuesday May 21, 2024 5:30 pm

1. Call to Order
2. Introduction Danielle Ritter – Office Manager/Zoning Officer
3. Approval of Agenda
4. Approval of Minutes of the
 - April 16, 2024 meeting
 - April 20, 2024 Earth Day Event
5. Public Comments
6. Event Planning
 - a. Upcoming Event Dates:
 - June 8th: Rt. 7/340 roadside pickup
 - July 13th: Adopt-A-Highway pickup
 - Aug 11-17: Plans for Clarke County Fair
 - b. Fall Event Planning:
 - Long Branch collaboration – Marianne Casey
 - Sept: pickup TBD
 - Oct: pickup TBD
 - Nov: pickup TBD
 - Dec: Christmas parade
7. Discussion
 - a. Earth Day 2024 Recap
 - b. Keep Clarke Clean Sign Update
 - c. EPS Campaign Progress
 - d. Grants: Keep VA Beautiful Grant
 - Application Change
 - e. Discuss Trash Receptacles at Boat Ramp
 - f. Composting at the Ruritan
 - g. Environmental Club - Mary
 - h. Board of Supervisors representative update
8. Other Business
 - Move June meeting to Tuesday June 11th at 5:30?
9. Adjournment



Clarke County Litter Committee

DRAFT - Meeting Minutes

Tuesday April 16, 2024 – 5:30PM

Berryville/Clarke County Government Center – Suite B Conference Room

ATTENDANCE			
Ashley Harrison (Chair)	✓ ^{LE}	John Keim	✓
Tom Bauhan (Vice-Chair)	✓	Mary Martin	✓
Matthew Bass (BoS Representative)	X	Christi McMullen	✓

L – Denotes a late arrival E – Denotes electronic participation

STAFF PRESENT: Lorien Lemmon (Conservation Planner)

OTHERS PRESENT: None

CALL TO ORDER: Vice-Chair Bauhan called the meeting to order at 5:32

Approval of Agenda – April 16, 2024

The Committee voted 4-0-1 to approve the agenda as presented by staff.

Motion to approve the March 19, 2024 agenda as presented:			
Harrison	ABSENT	Martin	AYE (moved)
Bauhan	AYE	McMullen	AYE
Keim	AYE (seconded)		

Approval of Meeting Minutes – March 19, 2024

The Committee voted 4-0-1 to approve the March 19, 2024 meeting minutes as amended with minor changes requested by the Committee.

Motion to approve March 19, 2024 meeting minutes as amended:			
Harrison	ABSENT	Martin	AYE (seconded)
Bauhan	AYE	McMullen	AYE
Keim	AYE (moved)		

Public Comments – None.

Event Planning:

a. April 2024 Earth Day Planning

The Committee discussed other local events planned for Earth Day, such as the town yard sale, the clean-up planned by the Shenandoah River Keepers and the car show at the Clarke County High School. Ms. McMullen noted that the other events may draw more people into town and may increase the Earth Day attendance by sending more people to the Fairgrounds. Ms. Lemmon suggested that next year the Earth Day event take place a few weeks earlier in order to avoid overlapping with other events.

She reviewed the planned schedule for the event and noted that Mr. Bass, the Board of Supervisors representative, had just recently resigned from the Board. She explained that they will appoint an interim Board member that would likely replace Mr. Bass on the Litter Committee.

Ms. Lemmon also stated that Officer Sumption had to withdraw his participation in the Earth Day event, as he had to staff a funeral procession in a nearby county. She noted that Chair Harrison had mentioned that additional speakers may be available with the Conservation Police through the Virginia Department of Wildlife Resources. She did confirm that Ed Carter with the Virginia Department of Transportation (VDOT) was available to speak about the Adopt-A-Highway program.

She explained that after the speakers concluded their presentations, the group clean up would begin at various locations throughout the County, and the participants would reconvene back at the Fairgrounds for free pizza and a glass crushing demonstration by Ms. McMullen. She also noted that Chair Harrison was able to get a local band, Riki J and Blue Rhythm, to agree to play at the end of the event. Mr. Keim asked for an estimated attendance for the event and Ms. Lemmon confirmed that the Northern Shenandoah Valley Audubon Society, the Clarke County Democrats, and a National Honors Society student had RSVP'd for the event.

Ms. Lemmon explained that she had reached out to Brad Broy, the president of the Ruritan Club, about setting up for the event in the Horticultural Building the day before the event. Ms. McMullen agreed to help transfer the pickup supplies and promotional items from the government center to the Fairgrounds.

Ms. Lemmon explained the location of the dumpsters near the planned pickup locations and that she had notified Mr. Tapscott with VDOT of their planned pickup at the Litter Committee's Adopted Highway. Ms. Lemmon offered to demonstrate how to set up the "Litter Crew Ahead" signs for Mr. Keim and Vice-Chair Bauhan for the Adopt-A-Highway pickup.

Ms. McMullen had purchased some Earth Day themed items such as pencils and stickers, along with pins for the Adopt-A-Highway program to give away at the event. Ms. Lemmon also had purchased some drawstring backpacks and coloring books with the Litter Committee logo imprinted on them to hand out and Ms. McMullen suggested distributing the cargo nets as well.

Chair Harrison joined the meeting electronically at 5:50.

Chair Harrison confirmed the conservation officer Thomas Christian would be available to speak at the event, thereby satisfying the law enforcement component of the Earth Day event. She also noted that the VFW RSVP'd and would like pickup their Adopt-A-Highway segment as well. The Blue Ridge Wildlife Center provided Chair Harrison with informational materials to distribute at the event. The Committee discussed possible event attendance and decided to put in an order with Mario's Pizzeria for 10 pizzas. The Committee discussed calling various organizations to remind them of the upcoming event. They also reviewed the speakers and Chair Harrison asked if Chris Boies, the County Administrator, could speak about the Litter Committee at the event.

b. Other Upcoming Event Dates

The Committee discussed the agreed upon upcoming events.

- Saturday May 4th: Table at Farmer's Market
- Saturday May 18th: Boat Ramp pickup
- Tuesday May 21st: Environmental Advocate of the Year award
- Saturday June 8th: Rt. 7/340 roadside pickup
- Saturday July 13th: Adopt-A-Highway pickup (Salem Church Rd)

Ms. Lemmon stated that the Clarke County Farmer's Market confirmed a table stall for the Litter Committee to set up and distribute promotional items on Saturday May 4th. She explained that she plans to hand out the same items that are to be distributed at the Earth Day event along with some reusable shopping bags. She also stated that she wants to promote a pickup equipment free rental program where residents or local groups can borrow the grabbers, vests, trash bags, and road signs in order to do pickups on their own. She explained that she will also promote the upcoming pickup events planned for May, June, and July.

Chair Harrison noted the article that Mr. Keim wrote and submitted (through Cathy Kuehner) to Clarke Monthly. She thanked Mr. Keim for his contribution and inquired as to why the Earth Day event was not added to the periodical's calendar listed on a separate page. Ms. Lemmon noted that she would ask Ms. Kuehner about what needs to be done to be included on the calendar.

Ms. Lemmon asked about the meeting locations for the pickup events. The Committee explained that for the Boat Ramp pickup the Committee meets at the Route 7 bridge, for the Rt. 7/340 pickup they meet at the parking lot of Martin's, and for the Adopt-A-Highway segment they meet at the parking lot of Salem Regular Baptist Church.

c. Environmental Advocate of the Year

Ms. Lemmon explained that for the Environmental Advocate of the Year award that the recipient's availability for the May Board of Supervisors meeting would need to be confirmed by Chair Harrison by May 10th. Chair Harrison also confirmed that she would be the presenter of the award.

Discussion:

a. Keep Clarke Clean Sign Update

Ms. Lemmon explained that she received approval from VDOT for the sign locations on April 15th for the application that was submitted in December of 2023. VDOT had finished their field review for the proposed locations that Ms. Lemmon marked with driveway stakes across the County. The Committee voiced their excitement to see the signs put into place and showcase the winners of last year's art contest from Clarke County elementary students.

b. EPS Campaign Progress

Ms. Lemmon described the progress of the EPS campaign and stated that roughly 72% of the funds had been dedicated from the applications that had been mailed back. She did note that the application deadline was May 1st, so more may be mailed in by then. Chair Harrison stated that she had a filled out application from Shenandoah Mart for an additional \$200 worth of products. Vice-Chair Bauhan explained that many establishments in the County have already transitioned out of using expanded polystyrene and that the Committee should focus their efforts and funds on

the few businesses that have yet to transition to more environmentally friendly products. Ms. Lemmon asked the Committee about how to allocate any access funds and Ms. McMullen suggested waiting until the orders were placed before offering any extra products to local businesses.

c. Grants: Keep VA Beautiful

Ms. Lemmon explained the Keep Virginia Beautiful (KVB) grant and asked the Committee for ideas on potential projects. She stated that, if awarded, the funds would arrive in June and the project would need to be completed by October. Chair Harrison stated that the funds should be used to install trash receptacles at the boat ramps. Vice-Chair Bauhan questioned whether that would qualify for the grant and Ms. Lemmon explained that it may qualify under the recycling and waste reduction category.

Ms. Lemmon also reminded the Committee that the DEQ grant does not support beautification projects unlike the KVB grant. Ms. McMullen stated that she had submitted an application to Main Street Berryville on behalf of the Litter Committee to sponsor a planter in front of the businesses along Main Street. She noted that the only cost was the plants and that they would need to be purchased and planted before the KVB funds would arrive. Chair Harrison stated that the funds could be used for bigger issues. Ms. Lemmon asked for a decision since the application for the grant is due April 30.

The Committee voted 5-0-0 to approve trash receptacles at the boat ramps as the project for the Keep Virginia Beautiful grant application.

Motion to approve boat ramp trash receptacles as the project for the Keep Virginia Beautiful grant application			
Harrison	AYE	Martin	AYE
Bauhan	AYE	McMullen	AYE (seconded)
Keim	AYE (moved)		

d. Electronic meeting policy review

Ms. Lemmon reviewed the Litter Committee Electronic Meeting Policy that was created in response to the Code of Virginia §2.2-3708.2. She explained that calling in to a meeting due to illness is unlimited, but if a member is unable to attend due to personal matters they are only allow to do so for two (2) meetings each calendar year. If a member calls in a third time due to a personal matter, they are allowed to participate in the discussions but are unable to vote.

e. Discuss Dumpster at Boat Ramp - RWB

Chair Harrison described her conversations with Department of Wildlife Resources (DWR) staff. DWR would like to work with the Committee to create a pilot program for installing trash receptacles at the boat ramps in Clarke County.

Other Business – No other business

Adjournment

There being no further business, the Litter Committee voted 5-0-0 to adjourn at 6:50 pm. The next regularly scheduled meeting is on Tuesday, May 21st 2024 at 5:30pm in the Suite B Conference Room located on the second floor of the Berryville-Clarke Government Center in Berryville, VA.

Motion to adjourn to the April 16, 2024 meeting at 6:50 pm:			
Harrison	AYE (moved)	Martin	AYE
Bauhan	AYE (seconded)	McMullen	AYE
Keim	AYE		

Ashley Harrison, Chair

Lorien Lemmon, Clerk to the Committee



Clarke County Litter Committee

DRAFT Meeting Minutes

Saturday April 20, 2024 – 9:00AM

Clarke County Ruritan Fairgrounds

ATTENDANCE			
Ashley Harrison (Chair)	✓	John Keim	✓
Tom Bauhan (Vice-Chair)	✓	Mary Martin	✓
Matthew Bass (BoS Representative)	X	Christi McMullen	✓

STAFF PRESENT: Lorien Lemmon (Conservation Planner), Chris Boies (County Administrator)

OTHERS PRESENT: Edwin Carter (VDOT), Thomas Christian (DWR), Representatives from Clarke County Democrats, Clarke County Lions Group, Northern Shenandoah Valley Audubon Society, Rotary Club, and 22 Clarke County Resident Volunteers

Call to Order

The event began at 9:00am.

Approval of Agenda

None

Public Comments - None.

Adjournment

The Litter Committee adjourned at 2:00pm to the next regularly scheduled meeting on Tuesday May 21st at 5:30pm in the Suite B Conference Room located on the second floor of the Berryville-Clarke Government Center in Berryville, VA.

Ashley Harrison, Chair

Lorien Lemmon, Clerk to the Committee

Clarke County Litter Committee: 2024 Thinking Ahead

JANUARY

- Meeting: 2024 Planning (goals, meeting calendar, etc)

FEBRUARY

- Meeting: Equipment Inventory Assessment, EPS Campaign, Earth Day Event

MARCH

- Meeting: Planning for Earth Day Event, EPS Campaign

APRIL

- Event: Earth Day (4/20/24)
 - Fairgrounds
 - Chet Hobert
 - Rose Hill Park
 - Adopt-A-Highway
- Meeting: Environmental Advocate of the Year Discussion

MAY

- Event: Farmer's Market & Town of Berryville Pick Up (5/4/24)
- Event: Boat Ramp Pick Up (5/18/24)
- Event: Environmental Advocate of the Year Award at the Board of Supervisor's Meeting (5/21/24)
- Meeting: All grant expenditures must be made and received by end of June

JUNE

- Event: Rt 7/340 Roadside Pick Up (6/8/24)

JULY

- Event: Adopt-a-Road Pick Up (7/13/24)

AUGUST

- Event: Clarke County Fair (week of 8/11-8/17)

SEPTEMBER

- Event:

OCTOBER

- Event:

NOVEMBER

- Event:

DECEMBER

- Event: Town of Berryville Parade

Earth Day 2024 Recap

Litter Committee Member RSVP – Attending: Ashley, Mary, Christi, John, Lorien, Tom

Day of:

Location: Fairgrounds, Horticulture Building

9:00-9:30: Welcome guests, sign waivers, and assign litter committee members to groups

9:30-10:00: Speaker presentations/meet and greet/table visit

Speakers: Ashley, Ed Carter (VDOT), Thomas Christian (Conservation Police), Chris Boies

10:00-12:00: Litter Clean Up w/assigned Litter Committee member

Locations: Fairgrounds (Christi – permission approved Brad Broy 4/4), Chet Hobert Park (Ashley - permission approved Lisa Cooke 4/5), Rose Hill Park (Mary -permission approved Christy Dunkle 3/26), LC Adopt-A-Highway (John + Tom)

12:00-1:30: Refreshments/Pizza (semi-donated by Mario's)/Glass-crushing demo by Christi

Location: Fairground – picnic tables

End of Event

Progress so far (continued):

4/2/2024: Cathy created some Earth Day flyers for schools and local businesses – distributed by Ashley and Christi

4/4/2024: Lorien/Ashley/Christi did a walkthrough of the Fairgrounds and decided on the Horticultural Building for setting tables for local orgs and presenters (good for windy/rainy day, bathrooms, etc)

4/5/2024: John's article published in Clarke Monthly

4/5/2024: Lorien obtained signs from Cathy for directing traffic/volunteers at Fairgrounds

4/4-4/9: Lorien confirmed presenter's availability except for Tom Christian

4/17: Organizations that have RSVP'd so far: Northern Shenandoah Valley Audubon Society (3), Clarke Dems (10), NHS student (1), VFW, Lion's Club, Rotary Club (?)

4/19: Lorien plus 3 Committee members set up at Horticultural building ~1-3.

Event:

Had 22 signed waivers, numerous people wandered in, participants seemed to enjoy themselves. Free pizza and cargo nets were a big hit.

Thoughts for next year:

- Divvy up invitation responsibilities like the EPS campaign
- Signs/cones for directions on site
- More “Adopt-A-Highway” literature, brochures, maps (?)
- Speakers or something for presenters
- 9-9:30 timeframe a bit too much for Welcoming guest – drop that to 15 min.
- What else?

Supplies for 2024 Earth Day Event

Paperwork:

Revised Waiver

Volunteer sign-up sheet

Clipboards

Pens

Binder with numbers/instructions/etc.

Handouts

Cargo nets

Swag bag items (items from Christi, coloring book, crayon, in drawstring backpack)

Magnets

Green card holder

Table stuff

Table

Tablecloth

Display

Upcoming Events

Equipment rental application forms

Pick up stuff

27 grabbers

Vests

Gloves

4 rolls of trash bags (25 bags per roll) + 1 extra box

3 road signs with instructions (color-coded)

1st aid kit

Fairground had tables and chairs

Committee members provided refreshments

