

# Clarke County Litter Committee

## Meeting Minutes

Tuesday, November 21, 2023 – 5:30PM

Berryville/Clarke County Government Center – Suite B Conference Room

ATTENDANCE	
Ashley Harrison (Chair)	✓
Tom Bauhan (Vice Chair)	✓
Matthew Bass (BOS Representative)	x
John Keim	x
Mary Martin	✓
Christi McMullen	✓

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

**OTHERS PRESENT:** None.

### Call to Order

Vice Chair Bauhan called the meeting to order at 5:37pm.

### Approval of Agenda

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

**Public Comments** – None.

### Planning, Engagement, and Scheduling in 2023

Mr. Bauhan opened the discussion on the two remaining events scheduled for 2023: the Annual Clarke County Christmas Parade on Saturday December 2<sup>nd</sup> at 10am and the Adopt-a-Road clean up on Sunday December 3<sup>rd</sup> at 9am.

The Committee discussed the logistics of the Adopt-a-Road pickup event. Ms. Lemmon noted that this pickup may be rescheduled due to winter weather complications and Mr. Bauhan asked if the pickup could be scheduled for the same day as the parade in that case. Ms. Maddox explained that the parade line up time is 10am and the parade start time is 12pm. The Committee decided to adhere to the original plan and reschedule only as needed.

### Town of Berryville Parade Planning

Ms. Lemmon reviewed the parade application that was submitted by Ms. Maddox. She noted that Chair Harrison has agreed to the use of her truck for the parade and has plans to decorate it to represent the Litter Committee. Ms. Lemmon explained that candy would be allowed at the parade and Ms. Martin clarified that the candy must be handed to the parade goers and not thrown. Ms. Maddox relayed her conversation with Chair Harrison about the idea to put a Christmas tree in the back of the truck that has been decorated with trash cans and recycling signs.

Chair Harrison arrived at 5:52pm.

Ms. McMullen volunteered to provide the candy to hand out during the parade. Chair Harrison reviewed her ideas for decorating the Christmas “trash” tree, her truck, and a possible trailer for the parade. She noted that the Girl Scouts will be joining the Litter Committee during the parade. Committee members discussed possible dates for helping decorate the truck and trailer.

### **2024 Grant Update & Updated Budget**

Ms. Lemmon provided an update on the Department of Environmental Quality (DEQ) grant and the unexpected arrival of an approval letter on October 30<sup>th</sup>. She reported that the Litter Committee was awarded a total of \$16,551.93 and that the funds would be available by the end of November. The Committee prioritized purchasing the lids for the cups purchased for the previous EPS Campaign money. Ms. Lemmon explained that it may be worth asking Clarke County for a small amount of funding in order to cover the gap in the year when the DEQ grant must be spent and when it is typically awarded. She also noted that the DEQ grant has some restrictions on what can be purchased with those funds and that money from the County may cover the cost of some non-allowable expenses.

Ms. Lemmon shared the donation letter drafted by Ms. Maddox and Ms. Maddox reviewed the process for accepting donations. The Committee expressed their gratitude for the recent donation from the Clarke County Women's Club and for the consideration of a donation from the Clarke County Rotary Club.

The Committee also reviewed the updated budget drafted by Ms. Maddox which included estimated costs of items and activities needed to satisfy the conditions of the DEQ grant.

### **2024 Event Calendar**

The Committee reviewed the proposed meeting discussion items and events for 2024. Ms. Lemmon noted that the winter months are a bit light on pickup events due to the weather but those are good months for planning and coordinating with other organizations.

Chair Harrison opened the discussion about the next environmental advocate of the year award presented by the Litter Committee. The Committee discussed potential recipients of the award and agreed to add the subject to the 2024 Event Calendar. Ms. McMullen suggested that there could be two awards, one for a volunteer for the Litter Committee and another for an organization that supports litter reduction efforts.

Chair Harrison would also like to do more presentations promoting Litter Committee in 2024.

### **Keep Clarke Clean Signage Update**

Ms. Lemmon reviewed and refined a map of possible sign locations with the Committee in preparation of submitting it to VDOT for approval.

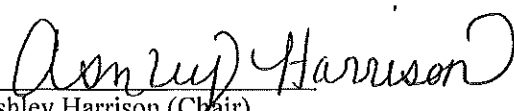
Vice Chair Bauhan left the meeting at 6:37pm.


### **Other Business**

Ms. McMullen displayed a prototype of the Litter Committee logo printed onto the vests worn during pickups and other events. Ms. Martin made a motion to approve the design, seconded by Ms. McMullen. Ms. McMullen coordinated with staff to pick up the rest of the vests for printing.

### **Adjournment**

There being no further business, the Litter Committee unanimously approved to adjourn at 6:48pm to the next regularly scheduled meeting on Tuesday, December 19<sup>th</sup> 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)