



Clarke County Litter Committee

Meeting Minutes

Tuesday May 21, 2024 – 5:30PM

Berryville/Clarke County Government Center – Suite B Conference Room

| ATTENDANCE | | | |
|-------------------------|----------------|------------------|---|
| Ashley Harrison (Chair) | ✓ | Mary Martin | ✓ |
| Tom Bauhan (Vice-Chair) | ✓ ^L | Christi McMullen | X |
| John Keim | ✓ | | |

L – Denotes a late arrival

STAFF PRESENT: Lorien Lemmon (Conservation Planner), Danielle Ritter (Office Manager | Zoning Officer)

OTHERS PRESENT: Marianne Casey (Interim Executive Director of Long Branch Historic House and Farm)

CALL TO ORDER: Chair Harrison called the meeting to order at 5:35pm

Introduction Danielle Ritter: Ms. Lemmon introduced the new Office Manager | Zoning Officer for the Planning Department. She noted that Ms. Ritter will be co-staffing the Litter Committee before taking over full staff responsibilities in June 2025. Ms. Lemmon stated that she would like a full year to train Ms. Ritter on the duties as the staff person for the Committee.

Approval of Agenda – May 21, 2024

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

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

Approval of Meeting Minutes – April 16, 2024

The Committee voted 4-0-0 to approve the April 16, 2024 meeting minutes as presented.

| Motion to approve April 16, 2024 meeting minutes as presented: | | | |
|--|-------------|--------|----------------|
| Harrison | AYE | Martin | AYE (seconded) |
| Bauhan | AYE | | |
| Keim | AYE (moved) | | |

Approval of Meeting Minutes – April 20, 2024

The Committee voted 4-0-0 to approve the April 20, 2024 meeting minutes for the Earth Day event as presented.

| Motion to approve April 20, 2024 meeting minutes as presented: | | | |
|---|----------------|--------|-------------|
| Harrison | AYE | Martin | AYE (moved) |
| Bauhan | AYE | | |
| Keim | AYE (seconded) | | |

Public Comments – None.

Event Planning:

a. Upcoming Event Dates:

The Committee discussed the agreed upon upcoming events:

- June 8th: Rt. 7/340 roadside pickup
- July 13th: Adopt-A-Highway pickup
- Aug 11-17: Plans for Clarke County Fair

Ms. Lemmon mentioned that the week of the Clarke County Fair is when she is booked to go on vacation and that the Committee members will need to coordinate in order to transfer the supplies that they will need from the Government Center to the Fairgrounds. Ms. Ritter stated that she would be available to assist the Committee in setting up at the Fairgrounds.

b. Fall Event Planning

Ms. Casey explained that she serves on the Programs Committee for Long Branch and that the mission of the Committee is to host educational seminars and demonstrations at the facility. She reviewed different possibilities such as having a talk about recycling during their winter speaker series or having a demonstration with the Ms. McMullen’s glass crusher in order to promote the different Litter Committee activities. Ms. Casey mentioned that Long Branch has a separate nonprofit rate to rent out the space for events. She stated that the winter speaker series usually begins on the last Sunday in January and runs until the first week in March. However she noted that pop up events that are separate from the speaker series are also possible. Ms. Casey described her idea for an appreciation event for the organizations that adopt a highway.

Chair Harrison inquired about the rental fee and Ms. Casey responded that the fee for nonprofits is around \$100/hr. for the space. Mr. Keim asked about the typical number of attendees for these types of events and Ms. Casey responded that the house can support around 50 participants but the grounds can support a maximum of 149. She stated that if the event grow and the anticipated attendance were to exceed 149, that Long Branch would need to apply for a special use permit.

Chair Harrison asked if the Committee manages an event at Long Branch, which organization is responsible to provide liability insurance and Ms. Casey responded that they require a certificate of insurance (COI) for organizations to rent out the space at Long Branch. Ms. Lemmon responded that the County is able to produce a COI and had already provided one for the Litter Committee booth at the Farmer’s Market. Chair Harrison mentioned a possible collaboration between the Committee and the Department of Wildlife Resources (DWR) for this event and Ms. Casey noted that Long Branch would request a COI from each organization.

The Committee discussed potential dates for an appreciation event for Adopt-A-Highway adoptees and Ms. Casey described possible ideas for a Fall event. Mr. Keim stated that activities such as pumpkin carving and face painting would be a good way to attract younger participants.

Vice Chair Bauhan arrived at 5:50pm.

Chair Harrison stated that for this event, other organizations should be included in addition to DWR. Ms. Lemmon mentioned that Cathy Kuehner had provided her with a list of annual reoccurring events planned by other organizations and stated that a problem the Committee faced with the Earth Day event was that the organizations the Committee wanted to invite already had their own events planned for the same day. Chair Harrison stated that she thought the Committee should continue with scheduling the event on Earth Day and request that other organizations be cognizant with their event planning or rescheduling around Earth Day. Mr. Keim mentioned the feedback he received from his pickup during the Earth Day event was that the participants would have appreciated an earlier date due to the difficulty in picking up litter in tall grass.

The Committee discussed the possibility of collaborating with the Adopt-A-Highway adoptees for an afternoon pickup event for their respective adopted road segments and then reconvening at Long Branch for an appreciation ceremony on Saturday October 5th.

The Committee planned other Fall events which included another Boat Ramp pickup on September 21st and another Adopt-A-Highway pickup on November 9th.

Discussion:

a. Earth Day 2024 Recap

The Committee inquired if any of the pictures from the Earth Day event were posted to social media and Ms. Lemmon explained that those pictures would likely be used to promote other upcoming events. The Committee mentioned how pleased they were with the presenters at the Earth Day event and noted that Mr. Ed Carter from VDOT should be invited to participate in the Fall event at Long Branch. Mr. Keim noted that he would like to write an article using the information that Mr. Carter spoke about during the event and have it published in September in order to also promote the Fall Long Branch event.

Ms. Lemmon reported that she received 22 signed waivers from the Earth Day event meaning that at least 22 people participated in the event. She noted that numerous people wandered into the Horticultural Building throughout the event and that distributing the cargo nets, swag bags, and providing free pizza seemed to keep the participants happy.

Ms. Lemmon suggested dividing the invitation responsibilities amongst the Committee members and Ms. Lemmon agreed to come up with a master contact list before the December meeting. She also noted that the event direction signs were difficult to get into the ground and she would try to use cones for the signs instead. She also suggested reaching out to VDOT to see if they have any handouts for the Adopt-A-Highway program and to make a map of all of the adopted roads. She also noted that some of the presenters were difficult to hear and understand, so some sort of speaker and microphone setup would be helpful. Also Ms. Lemmon noticed that the participants grew a bit restless with the 30 min welcome/sign waivers time slot and the Committee agreed to reduce that to 15 minutes.

Chair Harrison noted that she would like to see more outreach to the local schools for our upcoming events. She mentioned her conversation with a high school participant who was there to fulfill his community service hour requirements. Mr. Keim noted that the beginning of the school year may

be better for recruiting younger participants through the schools. Chair Harrison volunteered to approach the high school in order to recruit students from the National Honors Society and Environmental Club. Mr. Keim suggested reaching out to Matt Bass about recruiting younger participants through his coaching connections. He noted that in some school districts in order to participate in sports, volunteer hours were mandatory.

Chair Harrison requested information about fundraising and Ms. Lemmon stated that she would ask the County for more details. Chair Harrison also suggested reaching out to the organizations that had events scheduled for Earth Day and requesting that they avoid scheduling them on the same day.

b. Keep Clarke Clean Sign Update

Ms. Lemmon reported that she ordered the posts and hardware for the sign installation and that she is currently working the Maintenance Department to get them installed.

c. EPS Campaign Progress

Ms. Lemmon noted that the deadline for the applications for EPS alternative products has passed but asked the Committee if they knew of any other applications that she should have received. She requested that all floating applications be submitted by the end of the week so she could place an order. The Committee discussed the quality of the EPS alternative products that were distributed last year and Vice-Chair Bauhan noted that Terry Spinosa from the Lone Oak had a contact for a different supplier with better products.

d. Grants: Keep VA Beautiful Grant

Ms. Lemmon noted the change for the grant application for funds for trash receptacles at the boat ramps to more pickup supplies. She explained that she did not obtain landowner permission in time for the grant application submission and instead applied for more equipment for local groups to borrow during their pickups. She noted that the amount awarded would be either \$500, \$750, or \$1000 and that staff would be notified if the grant application was accepted and for what amount in June.

e. Discuss trash receptacles at Boat Ramps

Ms. Lemmon described her phone conversation with Matt Kline with DWR and how he was very excited about collaborating with the Committee on this project. She suggested inviting him to one of the Committee meetings in order to brainstorm what type of receptacle would work. She relayed that Mr. Kline stated that he would like to use Clarke County as a prototype for other counties along the Shenandoah River and that the trash receptacles would need to be bear-proof. Ms. Martin mentioned that Sky Meadows Park has bear-proof trashcans for their campground and suggested that the Committee reach out to them. Ms. Lemmon also relayed that Mr. Kline mentioned the logistics of a trash pickup schedule and maintenance of the receptacles would need to be considered. The Committee agreed to invite Mr. Kline to the June meeting to continue the discussion. Ms. Lemmon mentioned that more information would be helpful for the upcoming grant application for the DEQ grant.

f. Composting at the Ruritan

Chair Harrison mentioned that she had been in conversation with Ms. McMullen about setting up a composting operation at the Ruritan Fairgrounds. She also mentioned that Long Branch may be a substitute location for the project.

g. Environmental Club

Ms. Martin described a presentation at the monthly Clarke Democrats meeting where a high school student, Delany Collins, spoke about the Environmental Club. Ms. Martin stated that Ms. Collins explained that the Club performs two litter pickups at Chet Hobart Park a year and hosted a local drive for household goods and clothing. Ms. Martin noted that the Environmental Club was surprised by how much of the clothing collected was of low quality (aka “fast fashion”) and that the club used this as an opportunity to educate their fellow students about the world-wide environmental impact of fast fashion. Ms. Martin explained that Ms. Collins is set to graduate from high school this year and that there appears to be little interest in the student body to carry on and lead the group. Ms. Martin requested that the Committee reach out to the advisor of the Environmental Club in order to provide support for the Club and its mission.

h. Board of Supervisors representative update

Ms. Lemmon provided a brief update on the new Board of Supervisors liaison for the Litter Committee. She explained that an interim Board member had been appointed but committee membership would be decided at the Board of Supervisors’ Personnel meeting on June 10th.

Ms. Lemmon did note that the Litter Committee appointments are for a 3-year term and reminded the Committee members that their terms expire on September 30th, 2024. She explained that no action was needed if Committee members decided on a second 3-yr term, but to let her know if anyone planned to resign from the Litter Committee.

Other Business

Ms. Lemmon noted that she will be out of town during the Committee’s next scheduled meeting on June 18th and requested that the meeting be moved to Tuesday, June 11th at 5:30.

The Committee voted 4-0-0 to reschedule the June meeting from June 18th to June 11th.

| Motion to approve the rescheduling of the June meeting from June 18th to June 11th: | | | |
|--|-----------------------|--------|--------------------|
| Harrison | AYE | Martin | AYE (moved) |
| Bauhan | AYE | | |
| Keim | AYE (seconded) | | |

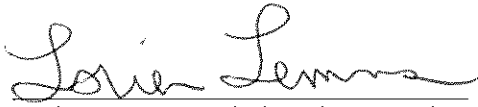
Adjournment

There being no further business, the Litter Committee voted 4-0-0 to adjourn at 6:45 pm. The next regularly scheduled meeting is on Tuesday, June 11th, 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 the May 21 st , 2024 meeting at 6:45 pm: | | | |
|---|----------------|--------|-----|
| Harrison | AYE (moved) | Martin | AYE |
| Bauhan | AYE | | |
| Keim | AYE (seconded) | | |



 Ashley Harrison, Chair



 Lorien Lemmon, Clerk to the Committee