BOARD OF SUPERVISORS
COUNTY OF NEW KENT
VIRGINIA

R-25-12

At the regular meeting of the Board of Supervisors of the County of New Kent in the Boardroom of the Administration Building in New Kent, Virginia, on the 14th day of May, 2012:

Present:	Vote:
Thomas W. Evelyn	Aye
C. Thomas Tiller	Aye
Ron Stiers	Aye
W. R. Davis, Jr.	Aye
James H. Burrell	Aye

Motion was made by Mr. Davis, which carried 5:0, to adopt the following resolution:

A RESOLUTION CHARTERING
THE NEW KENT COUNTY
CLEAN COUNTY COMMITTEE

WHEREAS, the Board of Supervisors recognizes that New Kent County (hereafter "the County") has a need to promote litter control and recycling; and

WHEREAS, the Board of Supervisors wishes the citizens of the County to be aware of and involved in the development of litter control and recycling education within the County; and

WHEREAS, the Board of Supervisors desires to incorporate the County's litter control and recycling programs into its Environmental program;

NOW THEREFORE, the Board of Supervisors charters the New Kent County Clean County Committee.

Charter

The Committee shall be known as the "New Kent County Clean County Committee" (hereafter "the Committee").

Purpose. The Committee's purpose is to promote the cause of a cleaner, more attractive community through litter control and recycling.

Public Body. The Committee is a public body for the purposes of the Virginia Freedom of Information Act.

Duration. Either the Committee shall exist until January 31, 2016, by which time the Board of Supervisors shall renew the Committee's charter or the Committee shall cease operation in an orderly fashion by that date.

Membership. Each District Supervisor shall appoint one member to the Committee. In addition, the Board of Supervisors shall appoint two at-large members.

Each district member and each at-large member shall serve four years in staggered terms. Vacancies shall be filled by the Board of Supervisors for the unexpired term only. Members shall serve without compensation, but may be reimbursed for expenses necessarily incurred in the performance of Committee business.

Staff Sponsorship and Liaison. The Environmental Planning Manager or his/her designee shall serve as the liaison to the Committee.

Duties of the Committee. The Committee has a duty to the citizens of the County to promote the cause of a cleaner, more attractive community. The Commission also has the duty to:

- Develop litter control programs for which state litter control grants can be expended.
- Conduct publicity campaigns and educational programs on litter control.

Powers of the Committee. The Committee may engage in the following activities in order to fulfill their duties:

- Promote law enforcement as it relates to litter, programs for the removal of litter, placement of anti-litter signs, litter containers and programs including recycling.
- Promote the preservation of trees and the encouragement and support of beautification projects undertaken by various organizations.
- Spend public and/or donated funds for the promotion of a cleaner, more attractive County.
- The Committee may create its own internal rules and regulations.

Officers. The Committee three (3) officers: a Chairman, a Vice Chairman, and a Secretary. The Committee shall elect the Chairman and Vice Chairman and elect or appoint the Secretary at the first meeting of each calendar year. The Secretary need not be a member of the Committee, and shall be the Environmental Planning Manager or their designee. Each officer shall serve a one (1) year term.

Duties and Powers of Officers. The Chairman shall preside at all meetings, make committee appointments, work closely with or serve as the local coordinator for committee-sponsored litter and recycling programs within the County. The Chairman shall also carry out other duties as may be assigned by the Committee. The Vice Chairman shall perform any of these duties in the Chairman's absence or incapacitation. The Secretary shall keep the records of the Committee.

Meetings. Regular meetings of the Committee shall be held January through May and September through November on the second (2nd) Tuesday of the month at 6:30 p.m. in the Historic Courthouse Building beginning with the Annual Meeting of the Committee which shall be the first meeting of the calendar year. The Committee shall have the power to postpone or reschedule a regular meeting as needed. The Chairman

shall have the power to call a special meeting. The Chairman shall give ten (10) days' notice before calling a special meeting unless a two-thirds (2/3) majority of the members present at such a special meeting agree to bypass this notice requirement.

Quorum. A majority of the members of the Committee shall constitute a quorum.

Voting. A decision on new business shall be made by a majority of all members. All other decisions shall be made by a majority of members present and voting. All votes shall be made by voice vote with the Chairman casting the last vote.

Procedure. Except as otherwise specified, proceedings of the Committee shall be governed by the most recent Robert's Rules of Order. An appeal from a ruling of the Chairman may be taken by any member and shall be determined by a majority of those members present. The Chairman shall be permitted to make motions and vote on all questions. Meetings of the Committee shall proceed in the following order: Call to order, Roll Call, Approval of Minutes, Unfinished Business, New Business, Adjournment.

Subcommittees and Working Groups. The Chairman shall appoint a chairman of all committees established by the Committee within thirty (30) days of that committee's creation. The chairman of each committee shall then appoint the members of that committee. Before becoming members, the committee chairman's appointees will need a majority vote of the Committee.

Funding: The Clean County Committee is funded by a grant from the Department of Environmental Quality. They may also ask for donations. They are not authorized to use public funds.

Fiscal Year. The Fiscal Year of the Clean County Committee shall run from July 1 throughJune 30.

Required Reports. The Committee shall present an annual report of the Committee's activities to the Board of Supervisors at a regular work session of the Board.

Amendments. Any amendments to the Charter shall be submitted to the Board of Supervisors for approval.

Effective Date. This Charter is effective upon passage.

Adopted this 14th day of May, 2012.

G. Cabell Lawton, IV
County Administrator

James H. Burrell
Chairman