



**NEW KENT CLEAN COUNTY COMMITTEE**  
**OCTOBER 6, 2015, 6:00 PM**  
**COUNTY ADMINISTRATION BLDG. BOARD ROOM**  
**MINUTES**

**IN RE: CALL TO ORDER**

Ms. Shackford called the meeting to order at 6 pm

**IN RE: ROLL CALL**

Attendance:

Ms. Martha Eagle	Present
Ms. Jeannie Gilman	Absent
Ms. Earlyne Leary	Present
Ms. Patricia Paige	Present
Ms. Marion Shackford	Present

Also present: Matthew Venable, James Burrell, County Supervisor, District 3 and Sheri Wood, recording secretary.

It was determined that a quorum was present.

**IN RE: APPROVAL OF MINUTES**

**A. May 12, 2015 – Regular Clean County Committee Meeting**

Ms. Paige noted that she was present for the May meeting and requested for the correction to be made. A motion was made by Ms. Leary to approve the May 12, 2015 minutes as corrected.

The members were polled:

Ms. Martha Eagle	Aye
Ms. Jeannie Gilman	Absent
Ms. Earlyne Leary	Aye
Ms. Patricia Paige	Aye
Ms. Marion Shackford	Aye

The motion was seconded by Ms. Eagle. The minutes were approved with a 4:0:0 vote.

## **IN RE: Old Business**

### **A. Membership Review**

1. Appointment Letters will be reviewed by Board of Supervisors this month and any presented in the November business meeting for anyone whose term is about to expire. Ms. Wood requested if anyone had an appointment letter to forward it to her.
2. Ms. Eagle's term will expire in December 2015 – Ms. Wood will bring this up at the next Board of Supervisor's meeting for re-appointment.
3. Ms. Leary's term is good until December 31, 2016.
4. Doris Cheek resignation – had she submitted a resignation letter?
5. An At-Large member will be needed from District 5.
6. Sheri will have Mr. Evelyn reappoint Ms. Shackford to serve for another four (4) years – this to be mentioned during the upcoming Board of Supervisors meeting and a letter will be sent out sometime in November.
7. Ms. Gilman's term is good until December 31, 2016.
8. The Clean County Committee Charter will be expiring soon – Ms. Wood has this going to the Board of Supervisors for a new resolution for renewal. The Charter will also be reviewed for renewal as it has a January 2016 termination date.
9. Election of Officers: Chair and Vice Chair will be elected in January 2016 for a one-year term.
10. Review of everyone's districts:
  - a. Ms. Shackford – District 1
  - b. Ms. Eagle - District 2
  - c. Ms. Paige - District 3
  - d. Ms. Leary - District 4
  - e. Ms. Gilman - District 5, At-Large Member

### **B. 2015 Budget Summary**

1. It was agreed that the committee will abstain from purchase of a sign.
2. Some promotional items were shared with the Health and Wellness Committee, Fire and Rescue and Administration for New Kent University, as well as, 4-H events.
3. The annual report for July 1, 2014 through June 30, 2015 was submitted to the DEQ on July 28, 2015.
4. \$33.69 remained and will be deducted from this year's grant award. Ms. Wood noted that she attempted to have the number as close to zero (0) as possible – ordered coloring books.
  - a. This balance of \$33.69 will be returned to DEQ.
5. This will also be an Annual Report to the Board of Supervisors.
6. All committee members received a copy of the budget.
7. Ms. Wood filed for the new Litter Grant and provided everyone with copies of the accounting report and invoices.
8. Of the \$6,357.00 grant:

- a. \$1073.26 essential supplies
  - b. \$ 350.00 AWARE contractual services
  - c. \$4,900.05 promotional items
  - d. Balance remaining was \$33.69
9. DEQ replied to Ms. Wood re: new application for this year. The committee should receive grant information by Friday, October 9, 2015.
- a. It will depend on what the General Assembly distributes to everyone, depending on locality.
10. Ms. Wood estimates between \$4,000.0 and \$6,000.00.

### **C. Eight Foot Long Sign**

1. The sign was not ordered.
2. Mr. Venable mentioned to the committee the following: Need a plan in place to secure the sign, store it, move it around, monitor it, maintain it, etc.
  - a. General Services, nor the county, has any place to store the sign
3. In May 2015, the quote for the sign was: \$389.75, plus shipping charges of \$127.25 for a total cost of \$517.00.
4. Mr. Venable suggested that the committee should raise the question: Will the people who litter stop once they see our sign?
5. A suggestion was raised to take the money which was going to be applied to the sign and use it to purchase books for environmental education. SOL's do contain environmental questions.
  - a. Books used in schools need approval by the school board.
6. Mr. Burrell suggested contacting an art teach for an art contest.
7. It was decided and unanimously agreed upon to table the sign discussion at this time.

### **D. Roadside Cleanup**

1. Does Mr. Burrell have a report from the Sheriff's Department on how the committee can perform a roadside cleanup?
2. Does the committee have an area in mind to clean up?
3. Ms. Paige suggested that perhaps instead of having the sign in one place, move it around to various areas that appear more affected by litter. Once the litter appears to reduce in that particular area, move the sign to another affected area.
4. Mr. Burrell mentioned that educating children at a young age regarding littering makes an impression – they will tell parents if they see them littering, etc.
  - a. Educating at a young age applies to anything: behavior, discipline, seatbelt.
5. Mr. Burrell suggested for someone to contact Corporal Jenkins regarding litter pick-up and inmates.
  - a. Mr. Burrell added that it is difficult to have inmates volunteer for roadside litter clean-up and has not been done in a while.
    - i. Perhaps not an effective way to manage litter.

6. A suggestion was raised for Boy Scouts and Girl Scouts to volunteer for litter pick-up.
  - a. Scout Troop information was provided to Ms. Leary
  - b. Possible liability issue.
7. Mr. Burrell mentioned that a committee member should contact the sheriff's office and inquire what the cost is per day for inmates to pick litter from roadsides.

#### **E. James City Clean County Commission**

1. A suggestion was raised for this committee to meet with the James City County Clean County Committee and share ideas.
2. Ms. Wood informed the committee of the JCC Clean County Expo, October 24, 2015 at the Longhill Community Center. This will focus on soil quality as well as promote healthy habits.
3. Ms. Wood mentioned some programs of the JCC CCC include: Adopt a Spot, Keep America Beautiful, Good Neighbor Environmental Grant.
  - a. Good Neighbor Environmental Grant: This grant awards up to \$500.00 to neighborhood associations or committees. The purpose of this grant is to enhance a sense of community and stability of neighborhoods. Also, develop and establish environmentally sustainable landscape beautification projects.
4. Perhaps a good idea is to attend the following meetings: Garden Clubs, Women's Club, HOA's
  - a. May be a good idea to reach out to the New Kent County HOA's.
5. For more information, contact Donna Lexie, Env. Coord., 757-259-5375 -Ms. Wood did call and request a return phone call to collaborate county efforts.
6. Review some of their website material.

#### **F. Tee Shirts / Badges for Committee Members**

1. The DEQ considers items such as tee shirts as nonessential and the grant funds may NOT be used for non-essential items.
2. Ms. Wood mentioned that grant money cannot fund non-essential items such as tee shirts and badges. However, the committee can accept and solicit donations for tee shirts and badges.
3. Ms. Shackford to inquire with tee shirt vendors.
  - a. A Logo For You – located near Water Country, off of 199
  - b. Up in Stitches (Shawn Foster)– mention Ms. Wood's name for possible discount
  - c. Unknown vendor on Mooretown Road in Williamsburg

#### **G. Girl Scouts / Boy Scouts**

1. Has anyone reached out to either of these organizations to volunteer or perform clean-ups or provide a presentation to them?

2. The Richmond Council manages the Girl Scout Troops.
3. Patty Townsend anticipates four (4) of each club to participate in the Envirothon this year.

## **IN RE: New Business**

### **A. 2016 Litter Grant Update**

Application was submitted on June 2, 2015. Based upon the past activities and future goals than have been presented at our meetings.

DEQ Funding was requested for the following activities in 2016:

1. Recycling: recycling containers, clean-up, paper and metal, recycling drives, electronics, appliances, furniture, bikes, glass, plastic bags, composting
2. Youth Education: Presentations, workshops in schools, ecology clubs, envirothon events
3. Public Communication: What forms can the Committee take?  
i.e. Public Communication at the Christmas Parade

### **B. Providence Forge Christmas Parade December 13, 2015**

A suggestion was made and unanimously approved to throw soft footballs to the crowds during the parade ride. A logo with Keep New Kent Beautiful to be placed on each football. Also, it was a unanimous decision to double the amount of footballs from the previous year's order.

Contingent plan to contact Mr. Jason Knight, of Saude Creek, to provide transportation to the committee members during the parade.

### **C. Envirothon April 16, 2016**

- 1.) The Central Virginia Waste Management Authority may attend.
- 2.) Shred-It may attend
  - a. This company recently contacted Sheri
  - b. Ms. Paige mentioned Iron Mountain was less expensive than Shred-It.
  - c. Mr. Venable suggested having a shredding event coincide with the New Kent County shredding since the county has documents which need to be destroyed.
  - d. Also, suggest to hold the shredding function a month prior to the envirothon.

## **IN RE: NEXT MEETING**

The next meeting is scheduled for November 10, 2015.

## **IN RE: ADJOURNMENT**

A motion was made and agreed by all to adjourn the meeting. The meeting was adjourned by consensus at 7:21PM.