



**NEW KENT CLEAN COUNTY COMMITTEE
MAY 9, 2017, 6:00 PM
COUNTY ADMINISTRATION BLDG. BOARD ROOM
MINUTES**

IN RE: CALL TO ORDER

Mrs. Leary called the meeting to order at 6:04 pm

IN RE: ROLL CALL

Attendance:

Mrs. Martha Eagle	Present
Mrs. Earlyne Leary	Present
Ms. Marion Shackford	Absent
Mr. Brandon Bonner	Absent
Ms. Sherese Bonner	Present
Ms. Lexie Reynolds	Absent
Mr. J.B. Benson	Present

Also present: Matt Smolnik, Director of Community Development
The Honorable Patricia A. Paige, Supervisor, District 3

It was determined that a quorum was present.

IN RE: MINUTES APPROVAL

The committee reviewed the draft minutes from the April meeting. Mr. Benson found issue with the following statement: 'no cap on pricing was suggested' as noted in the April draft minutes. Mrs. Eagle then stated "we said \$700.00". Mr. Benson then mentioned he was 'pretty sure in the motion he proposed that he said either \$600.00 or \$700.00 and further stated that he did in fact place a cap on the quote/pricing of the 'Ouch, Litter Hurts' signs.

A motion was made by Mrs. Eagle, and seconded by Mr. Benson, to accept the April minutes with the modification to omit 'no cap on the pricing' that was suggested, because a cap was placed.

The committee members were polled and the motion was approved.

A review of the recording, which included the above-mentioned discussion, did confirm that several attempts were made for a motion to purchase 100 anti-litter signs. A suggestion was also made to allocate up to an amount of \$600.00, to not place any cap – rather to consult with the chairperson once quotes had been obtained.

IN RE: BUDGET REVIEW

Mr. Smolnik provided the members with a current budget summary, as prepared by Mrs. Carey. Mrs. Leary reminded the members certain promotional items would be necessary and needed to be replenished prior to the end of the year.

At this time, a discussion was held regarding the Directional Signs recently purchased by the committee. Due to the size of the signs, a suggestion was made to inquire if it was necessary to obtain larger poles for installation. Larger signs might be necessary so that the signs would not lean over on the current posts. Also, it may be necessary to consult with VDOT as well as General Services and inquire about certain requirements for 'break-away' signs. Mrs. Leary volunteered to speak with the County Administrator regarding the posts/poles. Mrs. Eagle also volunteered to accompany Mrs. Leary when she meets with the County Administrator, Mr. Hathaway.

Mrs. Leary mentioned to the committee that she was informed by Mrs. Carey the total cost of the Recycling Container refill bags exceeded the amount which was previously approved by the committee during the April meeting. A cap of \$75.00, was placed on the approved purchase, Mrs. Carey did not place the order since the quote she received was slightly higher than the approved amount. Mrs. Leary cautioned the committee about placing 'caps' on amounts when voting.

Mrs. Leary also mentioned that Mrs. Carey had not been able to locate an electronic recycling vendor for the 2017 New Kent County Fair.

Mrs. Paige informed the committee that she would be meeting with CVWMA and would be provided a company contact information that would be able to provide the electronic waste recycling. That company would be sending an invoice to Mrs. Paige and this information would most likely be provided at the upcoming meeting.

IN RE: ENVIROTHON & PROMOTIONAL ITEMS

A discussion was held regarding the recent Envirothon. One note was that it appeared that not as many give-away items were available to the committee. The committee members discussed the process of signing up/volunteering to work at an event and a process was suggested.

It was agreed that the person(s) who volunteered to work the first hours of an event would be responsible for contacting Mrs. Carey and arranging a time so that the member(s) would be able to have access to the storage closet and obtain the items to bring to an event. Also, the person(s) working the initial shift of an event would be responsible for setting up the CCC booth/table for the day. In addition, the person(s) who volunteer to work the final hours of an event will be responsible for the break-down/pack up of the CCC table/booth, including any items, and will also coordinate with Mrs. Carey on a time for the items to be returned to the storage closet.

The committee members were also reminded that the hours for the county offices were Monday through Friday, from 8AM until 4:30PM.

IN RE: RECYCLING CONTAINERS

Mrs. Leary was pleased to announce to the committee that she recently gave a presentation to a local homeowners' association featuring the newly acquired recycling containers and Litter Kits. In fact, this presentation was so well received that the local HOA President contacted Mrs. Leary and requested to borrow a recycling container at their monthly 'After Hours' events.

IN RE: 2017 RELAY FOR LIFE

A discussion was held pertaining to the upcoming 2017 Relay for Life to be held on May 20, 2017 at the New Kent County High School. Mrs. Paige confirmed to the committee members that booth set up would be at 12:30PM and break-down of the booth would occur not before 6PM. Mrs. Paige also mentioned that she would make her trailer available to transport the CCC promotional items to and from the event. Mrs. Leary informed the committee that she would request for Mrs. Carey to send out a volunteer/sign-up sheet to the committee members for this event.

IN RE: NEW KENT SAFETY DAYS

The committee discussed attending the New Kent County Safety Days at the local elementary schools. This year, the event would be held on the following dates: Tuesday, June 6th at New Kent Elementary from 12PM until 3PM; Wednesday, June 7th at George Watkins Elementary from 12PM until 3PM. Mrs. Eagle volunteered to set-up and work the CCC booth at NKES on Tuesday, June 6th for the duration of the event. Mrs. Paige volunteered to set-up and work the CCC booth at GWES on Wednesday, June 7th for the duration of the event. Mrs. Paige informed the committee she would be contacting Mr. Frick the following day and would forward the details to the committee members.

IN RE: UPCOMING EVENTS

Mrs. Leary informed the committee upcoming events would be discussed and voted upon at the upcoming meeting on June 6, 2017.

IN RE: UPCOMING MEETINGS

The next meeting will be held on Tuesday, June 6, 2017 at 6PM.

IN RE: ADJOURNMENT

Mrs. Leary adjourned the meeting at 7:05PM.

Gail M. S. Carey,
Recording Secretary