



LEESBURG ENVIRONMENTAL ADVISORY COMMISSION

**Tuesday
June 1, 2021
7:00 P.M.**

Town Hall
Lower Level Conference Room 2
25 West Market Street

COMMISSIONERS

Maria Bergheim (24)

Julie Bolthouse (24)

Kohler Brafford (24)

Jennifer Chu (22)

Martha Jones (24)

Gabriella Kelemen (22)

Paul Sheaffer (22)

Members of the public may participate in person or via webex. Any members of the public wishing to participate via webex should contact Richard Klusek at 703-771-2758 at least one day prior to the meeting to request log in information.

If you require any type of reasonable accommodation, as a result of a physical, sensory or mental disability, to attend and/or participate in this meeting, please contact Richard Klusek at 703-771-2758. Three days advance notice is requested.

LEESBURG ENVIRONMENTAL ADVISORY COMMISSION

Mission: To promote and protect the environmental interests of the Town.

MEETING AGENDA Tuesday June 1, 2021

7:00 P.M. Lower Level Conference Room 2, Town Hall

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes:
 - a. May 4, 2021*
4. Chairperson's Statement
5. Petitioners
6. Old Business (60 Minutes)
 - a. C-PACE Update
 - b. Soil Test Vouchers Update
 - c. Recycling
 - d. EAC Strategic Plan Update
7. New Business
 - a. USDA Food Waste Grant
 - b. EAC Budget
8. Staff Items
9. Adjournment

(*) Material attached

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**Town of Leesburg Environmental Advisory
Commission Meeting Minutes
May 4, 2021**

The Town of Leesburg's Environmental Advisory Commission (EAC) met on May 4, 2021 at 7:00 p.m. in Town Hall at 25 West Market St., Leesburg, Virginia.

Call to Order: Chairperson Chu called the meeting to order at 7:02 p.m.

Roll Call: Present: Commissioners Jennifer Chu, Kohler Brafford, Paul Sheaffer, Maria Bergheim, Martha Jones, and Gabe Kelemen. Virtual: Julie Bolthouse.

Staff Representatives: Richard Klusek

Petitioner/Observer: None

Chair Chu stated: "This meeting is being held electronically pursuant to and in compliance with the Amended Ordinance to Ensure the Continuity of Government During the State of Emergency Caused by the COVID-19 Pandemic, adopted by the Leesburg Town Council on January 12, 2021. As set forth on the agenda for this meeting, members of the public who wish to participate or to provide comments during the public comment portion of the meeting may do so by participating in person or by contacting Richard Klusek at 703-771-2758 to request Webex log in information. Additionally, comments may be emailed to EAC@Leesburgva.gov.

It is the practice of the Town of Leesburg to record meetings of the Town's standing boards and commissions. All Town Council, Board and Commission meetings are recorded and can be found on the Town's Web site at www.leesburgva.gov.

The following commissioners are physically present: Commissioners Jennifer Chu, Maria Bergheim, Kohler Brafford, Gabe Kelemen, Jones, and Paul Sheaffer. Commissioner Bolthouse is participating in this meeting via WebEx."

Approval of Agenda: The agenda was approved 7-0 (motion by Brafford, second by Jones).

Approval of Minutes: Approval of minutes from March and April meetings. (Motion by Sheaffer to approve March minutes, second by Jones. Passed 7-0.) (Motion by Bergheim to approve April minutes, second by Sheaffer. Passed 6-0 with Kelemen abstaining.)

Chairperson's Statement: Chairperson Chu has no statement.

Old Business:

- a. *Town Plan Update:*** Bolthouse motioned to send EAC comments on the Town Plan to the Planning Commission, second by Sheaffer. 7-0 approval. Bolthouse to send email to Staff.
- b. *Flower and Garden Show Recap:*** Absence of tent was nice; the wind was challenging; electric equipment was a hit; people enjoyed looking at the mulches; rain barrels grabbed attention. Giveaway of the seeds and ability to touch products were attractive. Next year we should buy native seed packets. Would be nice to have a recurring theme (soil test and free seeds) that people will seek us out for every year. Notoriety of being a destination booth. “DNA”.
- c. *Keep Leesburg Beautiful Recap:*** For spring: 16 people signed up ahead of time – none of those people came. Only four cars attended the event to pick up bags. For Fall: Klusek suggested the possibility of having soil tests at KLB event and have rain barrels there – possibly pre-pay now for some of the soil testing supplies. Incentive to come to pick up trash and get a free soil test kit. Jones and Chu will look into whether the VT Soil Lab can provide vouchers if we pre-pay for soil tests.
- d. *EAC Strategic Plan Update: Reviewed spreadsheet***
 - Chu started work on location of trash cans and recycling cans in Town.
 - Bergheim reviewed purple recycling bin locations for glass recycling. Renee (DPW) mentioned the Town is looking into the acquisition of four purple recycling bins total. Trying to determine location of the purple bins. Chu will ask Renee for an update on recycling (glass recycling, purple bins, level of contamination in blue toters).
 - C-PACE recently approved for residential, as well as commercial applications. Chu will get more details on this.

New Business:

- a. *Robinson Park:*** Brafford motions, Sheaffer seconds, that Kelemen emails Steinberg and Parks & Rec stating that EAC supports continuing the status quo of managing the weeds at Robinson Park in response to the email from the Town resident. 7-0 approval.

Staff Items (Klusek):

- a. *2020 Tolbert Award:*** May 25th Town Council Agenda.
- b. *Preparation of Annual Report:*** Going into May 25th Town Council Agenda.
- c. *EAC Photos:*** Bergheim still needs to send Klusek photo.
- d. *Rain Barrel Workshops:*** Don’t see much on the calendar from the Loudoun Soil & Water Conservation District in terms of workshops for the near future. Klusek let them know the cut-off date to submit the invoice for the rain barrel rebates.

Adjournment: The meeting was adjourned at 8:09 pm, (motion by Kelemen, second by Bergheim). Passed 7-0.