



**Town of Leesburg Environmental Advisory Commission**  
**Meeting Minutes**  
**September 6, 2022**

The Town of Leesburg’s Environmental Advisory Commission (EAC) met on September 6, 2022 at 7:00 p.m. in the Town Hall at 25 West Market St., Leesburg, Virginia.

**Call to Order:** Chair Sheaffer called the meeting to order at 7:01 p.m.

**Roll Call:**

**Present:** Paul Sheaffer, Julie Bolthouse, Kohler Brafford, Leigh Anne Faugust, Ami Mason, Martha Jones and Bill Replogle.

**Absent:** none

**Petitioner:** Minu Beijan

**Observer:** Jennifer Chu

**Staff Representative:** Richard Klusek

**Paul Sheaffer stated:** “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](http://www.LeesburgVA.gov) .

**Approval of Agenda:** The agenda was approved 6-0-1 (motion by Bolthouse, second by Jones)

**Approval of Minutes:** The meeting minutes of August 2, 2022 were approved 6-0-1 (motion by Bolthouse, second by Sheaffer) with the update spelling of Bolthouse name and indicating a potential location (vs. one).

**Chairperson’s Statement:** Everyone looks tired, let’s get our work done.

**Petitioner:** Beijan has worked with COPA and thinks it is important for EAC to work with COPA. She believes that recycling or upcycling is not going to happen because schools don’t recycle and we could educate. Worried about plastic in the landfill and mentioned activities in other countries – an example was that in Belgium they make yarn from plastic that people can use to knit.

**Old Business:**

- a. ***Air Quality Meters*** The location Paul found outside of parking garage but WIFI is a problem. Paul looked at Ida Lee at the old farm house. This location is under staff review – to make sure there is power and wifi.

- b. *Recycling Discussion:*** *i)* Patriot is aware of Town’s desire to visit. *ii)* Paul drafted a letter about the purple bins to Town Council. Feedback was that it was good as it is. *iii)* There was a Live at Leesburg on recycling that had an error on the numbers on the plastic. *iv)* Upcycling has a lot of possibilities – artistic upcycling, practical upcycling. Bolthouse would like the challenge to focus more practical upcycling. Limit challenge to Leesburg resident. Would consider a prize. Criteria needs to be decided. What: use common items that would be thrown in the trash that has a new use. Could have age categories. Maybe do it in the fall so it doesn’t detract from Tolbert Award.  
**Facebook Ads:** 1/8 to 1/5 on return on investments. Do recycle juice boxes – reached 351 people. The ads did well. There were of total of 6 posts. Motion to approve \$25 funding for each of 2 remaining recycling post passed 7-0-0 (motion by Brafford, second by Bolthouse).
- c. *Fall Cleanup Event:*** Oct 22 @ 10am – this is a 1-day event. Location ideas: Liberty Street Parking Lot, Raflo Park or Farmer’s Market. We could rent a table at the Farmer’s Market for \$50 to advertise the save the date. Paul thought to use Farmer’s Market to recruit people 2 weeks before and have the cleanup @ Raflo Park. The motion to spend \$50 for a table passed 7-0-0 (Motion by Bolthouse, second by Sheaffer) Bolthouse will contact Farmer’s Market.  
We want to mention the dangers of Lantern Flies during this event.
- d.** Brafford and Replogle want to come up with a campaign to promote use of native plants.

**New Business:**

- a. *None***

**Staff Items:**

- a.** The Emergency Management Coordinator is leaving the Town and the Sustainability position was supposed to be under that. Not sure the impact this will have on the sustainability position at this time.

**Adjournment:** The meeting was adjourned at 8:13 pm approved 7-0-0 (motioned by Brafford, second by Mason)