



LEESBURG ENVIRONMENTAL ADVISORY COMMISSION

**Tuesday
September 3, 2024
6:30 P.M.**

Town Hall
Lower Level Conference Room 2
25 West Market Street

COMMISSIONERS

Julie Bolthouse (24)
Cherie Jones (26)
Laura Karworski (26)
Ami Mason (24)
Katherine Murphy (24)
Paul Sheaffer (26)

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 Deb Moran at 571-560-1114. Three days advance notice is requested.

LEESBURG ENVIRONMENTAL ADVISORY COMMISSION

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

MEETING AGENDA September 3, 2024

6:30 P.M. Lower Level Conference Room 2, Town Hall

1. Call to Order
 - a. Meeting Recording Disclosure
2. Approval of Agenda
3. Approval of Minutes:
 - a. August 6th, 2024*
4. Chairperson's Statement
5. Petitioners
6. Old Business
 - a. Recycling Follow Up
 - b. Strategic Plan Tracker
7. New Business
 - a. Elect a secretary
8. Staff Items
9. Next Meeting Date
 - a. October 1, 2024
10. Adjournment

(*) Material attached

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Town of Leesburg Environmental Advisory Commission
Meeting Minutes
August 6th, 2024

The Town of Leesburg’s Environmental Advisory Commission (EAC) met on August 6th, 2024, at 6:30 p.m. in the Town Hall at 25 West Market St., Leesburg, Virginia.

Call to Order: Chair Sheaffer called the meeting to order at 6:33p.m.

Roll Call:

Present: Julie Bolthouse, Cherie Jones, Laura Karworski, Ami Mason, Katherine Murphy, Paul Sheaffer

Absent: None

Petitioners: None

Observers: None

Staff Representatives: Deb Moran, Renee LaFolettee, Karin Franklin, Doug Wagner

Chair 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.”

Approval of Agenda: The agenda was approved 6-0-0 (motion by Murphy, second by Sheaffer).

Approval of Minutes: The meeting minutes of June 4th were approved 5-0-0-1 (motion by Sheaffer, second by Karwoski)

Chairperson’s Statement: None

Petitioners’ Time: None

Staff Items:

- a. Town Branch Stream Restoration Project — Karin Franklin, Project Manager for the Town Branch Stream Restoration Project, presented a brief to the Commission on the project to provide improvements the section of the Town Branch that flows between residential developments on Mosby Drive and Newhall Place SW; that section of Town Branch is experiencing significant erosion that is affecting adjoining properties. In addition to Ms. Franklin, Doug Wagner, Assistant Director of Capital Projects, attended the meeting and

answered many Commissioners' questions. Ms. Franklin told the Commission that the project was not yet at the point where they were seeking EAC input.

Old Business:

- a. EAC's Recycle Program Recommendations — Renee LaFolettee briefed the Commission on her presentation to the Town Council of the Commission's recommendations to update and improve the Town's recycling program. Ms. LaFolettee said the Council adopted all the Commission's recommendation; however, the Council amended the recommendation for year-round yard waste collection to start on July 1, 2025, to coincide with the rebid of the Patriot contract. Year-round yard waste collection will be a part of the Patriot contract rebid that will start around October 2024.

Education and Outreach on Plastic Recycling — as part of its recommendation to update guidance and provide outreach about plastic recycling, the EAC and staff will work together to update the Town's website so information on plastic recycling is clearer and easier to find. The EAC will also provide input on a mailer for Town residents on what can and cannot be recycled.

- b. Strategic Plan Tracker- Please look ahead at this item. It will be priorities for the next meeting

New Business:

- a. Ratification of e-vote on Recommendations on Trash and Recycling to Town Council — Commission ratified the e-votes (6-0).

Adjournment: The meeting was adjourned at 8:13 pm approved 6-0 (motion by Bolthouse, second by Murphy).