



Beaufort County Keep Beaufort County Beautiful
Board Meeting Minutes
Wednesday, October 9, 2025
Public Works Conference Room, 120 Shanklin
Road, Beaufort SC



Attendees:

Christopher Campbell, Chairman, District 1
Pamela Floyd, Council District 3
Eugene Zapfel, District 7
Brenda McFee, Council District 8
Ford Bartholow, Council District 9
Jean Fruh – District 11 (ZOOM)

Absentees:

Jessica Reitz, District 2

Staff:

Victoria Hoffman, SW&R Program Manager
Jesus Rodriguez, SW&R Litter Control Supervisor
Sally McLeod, SW&R Sr. Administrative Specialist
Valentina Palacio-Ruiz, Public Works

Guest:

Matt Riccobiene – BCSO

1. **Call to Order:** Christopher Campbell – 2:00 PM
2. **Approval of Agenda** - Motion and seconded by Pamela Floyd and Ford Bartholow; approved.
3. **Approval of Minutes – August 14, 2025.** Motion and seconded by Pamela Floyd and Ford Bartholow; approved.
4. **Introductions** – Completed
5. **Sub Committee Updates**
 - a. **Litter Enforcement:**
 - Mr. Campbell updated the Board on the conference in Myrtle Beach with Palmetto Pride; much discussion at the conference was regarding tire disposal; all litter and KAB initiatives are going well.
 - b. **Legislative** – No report
 - c. **Beautification** –
 - Bulbs have arrived; Ms. Floyd and Mr. Campbell drove around to determine locations; they would like to meet with Ms. Hoffman and Public Works regarding plans. Public Works will not be doing the planting and KBCB will need to oversee the planting and maintenance of the bulbs. Ms. Hoffman suggested hiring a vendor for the planting and maintenance. Mr. Zapfel asked when the bulbs need to be planted. Mr. Campbell stated that they need to be planted between now and end of year. Ms. McFee suggested reaching out to gardening clubs to plant the bulbs. Once locations have been identified we can incorporate organizations and businesses to assist in planting.
 - Ms. Hoffman asked for a listing of locations; Ms. Floyd will provide the locations to Ms. Hoffman via email.
 - Ms. McFee asked how many locations could be covered; Mr. Campbell feels like six (6) locations could be covered; Mr. Zapfel suggested that volunteer groups may not be able to help from a liability standpoint; he suggested that funds be allocated for a

professional planter; Mr. Campbell stated he believed that the planting would cost approximately \$5,000. Ms. Floyd made a motion to set aside up to \$5,000 to plant the bulbs; Mr. Bartholow seconded the motion; approved.

- Ms. Floyd made a motion to move \$5,000 from E&O and place that amount in Beautification fund; seconded by Mr. Zapfel; approved.
- Mr. Zapfel asked that all sub-committees provide reports to Board for inclusion in Board Packet.
- Mr. Campbell stated that the sub-committee would like to have a rice trunk placed in Waterfront Park; he is setting up a meeting with the Mayor of Beaufort for future placement.
- USCB - the Sub-committee met with the Environmental Club sponsor at USCB; stated they can be on the agenda of the next club meeting to find some projects that the club and KBCB can work together on. Also looking to broaden relationship with the school on other projects such as recycling at the school. All members of the Board will be invited to the club meeting via email.
- Mr. Zapfel discussed the state tool for collecting data during litter sweeps with Mr. Jett from Hilton Head; Mr. Jett's desire is to collect much deeper data from litter clean ups. Mr. Zapfel thinks it would be good to use USCB students to do this; Dr. Fruh also showed him the process (app and paper) of data collection that has been developed by the SC Aquarium. This process is used by the Outside Foundation as well. This app could support the ongoing plastic ordinance by providing good data. The app can be downloaded now on smartphones.
- Ms. McFee asked if county community service individuals would be available for litter pickup. Jesus Rodriguez stated that discussions took place earlier in the year regarding this program; any work done by this program would be done on weekends and the County doesn't have the staff/resources to accommodate weekend work. This may be revisited later but is not feasible now.
- Mr. Campbell stated that there had been a meeting with PW regarding partnering with the school system about reducing their waste; attempting to get an appointment to discuss this program. As soon as the meeting has occurred, the sub-committee will report back to the Board.
- The plastics presentation was given at Natural Resources Committee; the ordinance was well received and will be proceeding. Julianna from Planning did a fantastic job.

d. Education and Outreach –

- Sally McLeod gave an update on purchases as Ms. Reitz was not in attendance at the meeting. There were three (3) outstanding purchases from last meeting. Hand fans were ordered and have delivered; children's straws were ordered and are in production; the company can no longer print our logo on the cases for the adult straws; this item has been sent back to Education and Outreach for other ideas. As the request was made several weeks ago, the order has now been cancelled. We would like to become more mindful about what we are purchasing going forward. The adult straw container and their packaging is all plastic. Mr. Zapfel stated that he will speak with Ms. Reitz and find out what will replace this order. We are still waiting for the invoice for the T-shirts; as soon as it is received, we can process.
- Mr. Campbell stated that there was a clean up event in Bluffton in September. The Quench Buggy was at the event and KBCB signage was on the buggy. Dr. Fruh stated that the buggy has been wrapped and all sponsor signage is listed on magnets. Mr. Zapfel stated that only aluminum cups were distributed at the event; he would like to have some branded aluminum cups purchased and will discuss this

with Ms. Reitz. Mr. Campbell stated possibly having other organizations add their branding and share costs.

e. Finance –

- No changes have been made since the Board Packet was sent out.
- The Board has decided to move the \$5,000 from E&O to Beautification earlier in the meeting.
- The \$50,000 for KBCB budget has now shown up in the accounting system.

6. New Business

- Ms. Hoffman stated that the newsletter was sent to the Board Packet for all to review; Mr. Zapfel asked if litter prevention grant had any money left over; Ms. Hoffman stated that all the funds were expended through litter crew and Adopt-A-Highway groups.
- Ms. McFee asked if KBCB had Palmetto Pride grant money; Ms. Hoffman stated that KBCB has not applied for it since the Board had the money given to them from the county; if the Board would like to apply for the grant, they are welcome to do so. Ms. Hoffman reminded them that the grant items would need to be specifically for litter prevention initiatives.
- Mr. Zapfel asked Ms. McLeod the status of the ordering of grocery bags. Ms. McLeod stated she had sent the quotes to Mr. Zapfel and Ms. Reitz. If the board would like to move forward on that item, they will need to submit a requisition for purchase. Ms. McLeod stated she had also given the quote for the KBCB stickers as well.
- Ms. McFee stated she would like to see and approve all items prior to voting to purchase. Mr. Zapfel stated that all items were voted on and photographs had been presented when the items were voted on.
- Jesus Rodriguez has been promoted to Asst. SWR Superintendent; the Litter Control Supervisor position is open and being interviewed for at this time. Mr. Rodriguez will still be overseeing the Adopt-A-Highway program.
- 2026 Board Meeting Schedule was presented; motion and second by Mr. Campbell and Mr. Zapfel; approved.
- Board reviewed all signs that were entered into the Highway 278 sign contest. Three signs were chosen to move forward to PFC.
- Board has tabled the discussion on the installation of cigarette recycling stations until December meeting. Ms. Hoffman stated that Mr. Harriott would not be supporting this initiative.

7. Public Comment – None

8. Adjournment –Chris Campbell adjourned the meeting at 3:21 PM.