



Beaufort County Keep Beaufort County Beautiful

Board Meeting Minutes

Wednesday, December 10, 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
Jean Fruh – District 11 (ZOOM)
Jessica Reitz, District 2

Absentees:

Ford Bartholow
Brenda McFee

Staff:

Victoria Hoffman, SW&R Program Manager (ZOOM)
Jesus Rodriguez, SW&R Asst. Superintendent
Sally McLeod, SW&R Sr. Administrative Specialist
Valentina Palacio-Ruiz, Public Works

Guest:

Matt Riccobiene – BCSO
Alice Howard – Beaufort County Council

1. **Call to Order:** Christopher Campbell – 2:00 PM
2. **Approval of Agenda** - Motion and seconded by Gene Zapfel and Pamela Floyd - approved
3. **Approval of Minutes – October 8, 2025.** Motion and seconded by approved; Pamela Floyd and Gene Zapfel – approved.
4. **Introductions** – Completed
5. **Sub Committee Updates**
 - a. **Litter Enforcement:** Mr. Zapfel stated that the litter collection initiative with Mr. Jett at Hilton Head did not come into fruition. Mr. Jett stated that as long as the data has been recorded for Hilton Head within the State App, he is satisfied with that information.
 - b. **Legislative** – Mr. Campbell stated that they attended the Plastic Ban meeting on December 9, 2026. The project is in the ordinance writing phase. Mr. Zapfel stated that Julianna has presented this potential ordinance to several venues throughout the County. Her duties within the County are now complete but has been asked to speak to outside counties. Mr. Campbell and Mr. Zapfel have volunteered to help with these presentations.
 - c. **Beautification** – Mr. Campbell stated that the planting has been delayed due to seasonal hazards (deer and wildlife); the first planting will be moved to the intersection of Hwy 278 and 170 where deer will be unlikely to cross; Mr. Zapfel stated that the current budget shows \$3,000 to Gardens Corner intersection improvements and \$5300 for wildflower plantings at two locations ; he suggested to collapse these two lines into one line and eliminate any confusion on the budget. Ms. Floyd made the motion, and Mr. Campbell seconded the motion to accept this modification to the line items; approved.

Hwy 278 – Mr. Zapfel sent out the presentation to all the Board that will be presented at the next PFC Board; Mr. Zapfel presented the three designs that are up for consideration in a prototype photo of what the signs will look like in final form. One bid has been received,

and an extension has been given for bids to be received; The PFC meeting will be in January in which Mr. Zapfel will be presenting.

Mr. Zapfel stated that he and Mr. Campbell would like to create a window cling for businesses complying with the Plastic Ban ordinance.

- d. **Education and Outreach** – Four (4) events are being worked up for 2026 to be discussed later. Calendar of events will be sent out by Ms. Reitz today to the Board and posted on SharePoint site. The tent has been used for two events and is very nice. Hand fans and straws have been purchased; we would like to buy more shoppers. Ms. McLeod stated that she has given a quote to the Board but will need of a Requisition form to be filled out and submitted; Mr. Campbell stated that there has been a preliminary meeting with Beaufort County School District regarding implementing partnership both in education and facilities. Another meeting has been scheduled for January 22, 2026, in which some of the Beaufort County employees will attend. Ms. Hoffman asked Ms. Reitz if she was invited to the Hauler Round Table in which she stated she had not seen the Round Table invitation. Ms. McLeod stated she would send one to her via email and provided Ms. Reitz an invitation after the meeting.
- e. **Finance** – Mr. Zapfel stated the Board has spent \$2,613 since July 1; Mr. Zapfel stated the Board really needs to spend some money. Mr. Campbell asked if it is possible to do more than one sign; Mr. Zapfel stated it is possible because the other signs will be smaller than the original one; Mr. Zapfel stated he would like to have \$3,000 for the window clings for Plastic Ordinance should the ordinance pass.

6. **Staff Update:** Ms. Hoffman reviewed the Newsletter that was provided to the Board in the Board packet; Compost Pilot program is a bit behind but will be up and running soon; training is set for next week; the Palmetto Pride grant has been finalized for 2026 and are awaiting the award amount after the first of the year. Mr. Zapfel asked if there were funds available for KAB fees in this grant, Mr. Zapfel stated that the Board will take funds from Education and Outreach.

Ms. Ruiz stated that she is beginning to work on Earth Day planning. She stated she would like to have at least one board member present for each of the planning meetings; please let her know who would like to be involved. Mr. Campbell and Mr. Zapfel asked Ms. Ruiz to invite the Board to all meetings. Ms. Ruiz stated that if the public were to be involved in Earth Day it would possibly have to be a dual event and will be investigated later.

7. **New Business** – Keep American Beautiful Convention will be held in New Orleans and registration needs to be submitted very soon. It is mandatory that the Board represents this conference. There is a budget for \$2,000 per person and will be reimbursed to each Board member who wishes to go.

Ms. Floyd reviewed the responsibilities of KBCB to be in good standing with KAB. Ms. Hoffman stated that staff provides all reporting for the Board with KAB; Ms. Hoffman told Mr. Zapfel that the Board should be able to log on to KAB and see all the reporting that has been submitted.

Ms. Reitz asked about the new Board members and their appointment. Ms. McLeod and Ms. Howard explained to the Board that there will be a change in how appointments are made to the Board going forward. Ms. Howard explained that all appointments will be coming through Executive Committee to County Council for voting and appointment in 2026.

8. **Public Comment** – None

9. **Adjournment** –Chris Campbell adjourned the meeting at 3:18PM.