



## Litter Pickup Agreement

Campbell County Solid Waste and Campbell County, hereinafter called the "County" and \_\_\_\_\_ hereinafter called the "Group", recognizing the need and the desirability of litter-free roads are entering into this Agreement to permit the Group to contribute toward the effort of maintaining litter-free roads within Campbell County. The Campbell County Solid Waste Coordinator shall hereinafter be referred to as Campbell County SWC.

**Please read and *initial* each section of the agreement.**

### A. GENERAL TERMS

1. By signature of the Agreement, the Group agrees to retain all liability for, including but not limited to accidents, injuries, and damage caused by the Trash for Cash cleanup, and to indemnify and hold harmless the County. The Group will be represented by an individual over the age of eighteen (18).
2. The Group will submit a completed **W-9 tax** form along with the signed **Litter Agreement**. Organizations based in or serving Campbell County will be given priority.
3. The Group agrees to obtain and return required supplies and materials from the Campbell County SWC during the hours of 8:30 a.m. to 4:30 p.m. These items must be returned to the Campbell County SWC **the next business day** after the litter pickup event.
4. Participants must be at least eleven (11) years of age. When participants are under the age of eighteen (18), the Group must furnish adult supervision with at least one (1) adult for every four (4) minors on each side of the road. However, under no circumstance shall anyone younger than eleven (11) years of age participate in the event.
5. The Group leader must designate a leader to meet with the Campbell SWC prior to the cleanup event to collect materials supplied by the County. The group leader will be informed of safety information to be passed on to the entire group prior to work starting. *The Agreement, W-9, and Preference Sheet* must be completed and turned in to obtain a date for a cleanup. All *Release of Liability* (signed by all participants) waivers must be signed and turned in to the Group leader before the event takes place.
6. Included in the Safety information given to the Group leader are images of drug equipment and other items to avoid during the cleanup. The Group leader will show all Group participants these photographs and information; the group leader will inform them that if they see anything they feel could be related to illegal activity, they must immediately notify the Group leader who will get in contact with the Campbell County SWC to report the location of the materials. The leader must instruct the Group not to touch anything that appears to be dangerous or related to drug paraphernalia.
7. The parents/guardians of all participants under the age of 18 must sign a release of liability waiver form **before** the Group will allow them to participate in the cleanup event.
8. Terms of Program: The County is only responsible for allowing each non-profit organization to participate in Trash for Cash up to two (2) times per Fiscal Year (July 1-June 30). The Group will remove trash from both sides of the selected roadway ("centerline miles"). The rate per one (1) centerline mile is \$100, with the max of \$500 earned per cleanup. However, the rate amount is subject to change based on any requirements or regulations from the Kentucky Division of Waste Management. Any changes in rates will be addressed with the Group prior to the execution of this Agreement. The County can only guarantee (1) mile to each group based on the fiscal factors, but is willing to work with the Group to meet its fundraising goals, up to ten (10) centerline miles and \$1,000. The Campbell County SWC reserves the right to

halt the program at any time. If a non-profit organization is notified by the Campbell County SWC that their road cleanup is approved, then the project will be funded.

9. If, in the sole judgment of the County and the Campbell SWC, it is found that the adopting Group is not meeting the terms and conditions of this Agreement, the County may terminate the planned event.
10. In years where there is more demand for Clean Up events than possible, a lottery will be performed by the SWC to randomize and make fair group participation. Once a group is chosen, they will be contacted in order of the drawing to schedule an event.

I have read and understand these *General Term* requirements: \_\_\_\_\_ (Initial)

## B. SAFETY REQUIREMENTS & PROCEDURES

1. **The Group will retain all liability for accidents, injuries, including but not limited to, damage caused and related to the Trash for Cash cleanup.** Each participant of the Group must attend a safety meeting given by the Group leader prior to participating in the event and adhere to the safety measures discussed at the meeting. The following safety requirements, at a minimum, must be discussed by the Group leader.
  - a) The Group will carpool to the cleanup site as much as possible and park all vehicles clearly off the road surface, preferably in a business parking lot or a driveway if available.
  - b) The Group will remove trash from both sides of the selected roadway designated by the County. This designation is known as cleaning "centerline miles". The rate per one (1) centerline mile is \$100, however, the rate amount is subject to change based on any requirements or regulations from the Kentucky Division of Waste Management. Any changes in rates will be addressed with the Group prior to the execution of this Agreement. Payment will be calculated per side.
  - c) The Group will stay out of the roadway and work exclusively from the shoulder of the road up to twenty (20) feet off the side of the road. If the road must be crossed or traveled on to get to the next section of road, do so with an adult leading the way, directing traffic. Watch for narrow roadways and sharp blind corners.
  - d) Each Group participant will work closely with at least one other person and won't cross roadways during pickups. The Group will concentrate on cleaning one side of the road at a time or have separate teams working both sides of the roadway at the same time. If the latter method is used, the ratio between minors to adults (4:1) must be held for each team.
  - e) The Group will face oncoming traffic while working and be prepared to move out of the way of vehicles in emergency situations.
  - f) The Group will avoid overexertion and drink plenty of water, especially if the weather is warm and muggy.
  - g) Each Group participant will make the Group aware of any special health needs and the Group will have a first aid kit available for emergencies.
  - h) The Group will be aware of surroundings, watching out for snakes, bees, poison ivy and oak, noxious weeds, etc.
  - i) The Group will not open or remove lids from any containers.
  - j) The Group will fill bags one half to three quarters full and knot the bags for closure. The Group will not overfill the bags or squeeze/compact the bags, as injuries can occur with glass, sharp or other objects in the bags.
  - k) The Group will leave the filled bags several feet from the roadway in a designated location, if a county employee is not present at the event.

- l) **The Group Will Not Pick Up** hazardous items including but not limited to hypodermic needles/syringes, broken glass, dead animals, items that resemble a “meth lab”, items described in the Group leader safety packet and large, heavy items such as appliances or barrels which are to be left and reported to the Campbell County SWC.

**2. RECOMMENDED CLOTHING**

- a) Each Group participant must wear the safety vest (or other safety gear) and gloves supplied by the County. **The failure of any member of the Groups to wear the safety vest and gloves will result in a termination of this Agreement.**
- b) Each Group participant will dress appropriately for the weather, wear a hat, long sleeves or sunscreens to avoid sunburn in the summer time, and wear leather shoes or boots with ankle support to avoid foot injuries.
- c) Each Group participant will not wear headphones or costumes.

I have read and understand these Safety requirements 1 & 2: \_\_\_\_\_ (Initial)

**C. POST EVENT REQUIREMENTS**

**Before funds are released to the group, all the following must be completed:**

1. All Safety vests and gloves will be washed by the Group.
2. The Group will return all supplies and materials (including the washed vests and gloves) to the SWC between the hours of 8:30 am and 4:30 pm the following business day at Campbell County SWC’s discretion.
3. The Group will agree to complete and submit the Trash for Cash **Closeout Document** to the Campbell County SWC online, by mail, or in-person no later than two weeks after the cleanup.
4. The Group realizes that the Campbell County SWC will perform an inspection of the roadside after the event to verify the quality of the cleanup. If there are areas that need additional cleaning, they must be completed before funds will be released. **Failure of the Group to conduct a thorough and complete cleanup of the designated areas may result in dissolution of the Agreement, in which case no funds will be released.**
5. The Trash for Cash **Closeout Document** shall be accessed online at [www.campbellcountyky.gov](http://www.campbellcountyky.gov). Contact Megan Clere at [mclere@campbellcountyky.gov](mailto:mclere@campbellcountyky.gov) for a hard copy if needed.

I have read and understand these Post Event Requirements: \_\_\_\_\_ (Initial)

**BY THE SIGNATURE BELOW, THE GROUP AGREES TO THE PRECEEDING TERMS AND CONDITIONS**

I, \_\_\_\_\_, Group Representative, have read and fully understand the guidelines of the Campbell County Trash for Cash Litter Program and agree to adhere to the conditions and terms of this Agreement.

\_\_\_\_\_  
Group Name

\_\_\_\_\_  
Group Leader

\_\_\_\_\_  
Group Leader Signature

\_\_\_\_\_  
Date

-----  
(Office Use Only)

**Approved by:**

\_\_\_\_\_  
Megan Clere, Campbell County SWC

\_\_\_\_\_  
Date



## Trash for Cash

Campbell County Solid Waste  
1098 Monmouth Street  
Newport, KY 41071  
Phone: (859) 547-1866  
Email: [SolidWaste@campbellcountyky.gov](mailto:SolidWaste@campbellcountyky.gov)  
Website: [www.campbellcountyky.gov](http://www.campbellcountyky.gov)

## Release of Liability

***Complete this form prior to the Trash for Cash cleanup event and review the safety requirements on the Trash for Cash Safety tips forms. All Trash for Cash participants must complete this form or else the Agreement for your group is terminated.***

I understand that Trash for Cash cleanup activities may be physically demanding; I affirm that my health is good and that I am not under a physician's care for any undisclosed condition that might endanger my health or that of other participants. I recognize the inherent risk of injury or disability in these activities. I fully understand that if injury occurs it must be documented and reported within 24 hours to the Campbell County Solid Waste Program Coordinator by emailing [SolidWaste@campbellcountyky.gov](mailto:SolidWaste@campbellcountyky.gov) or calling 859-547-1866.

I do hereby release and hold harmless the Campbell County Fiscal Court and the Campbell County Solid Waste and their staff from any and all liability for any injury to me from participation in the Trash for Cash Program. If not 18 years of age, a parent or legal Guardian must sign below; in addition, no participant in my group is under the age of 11 years. Campbell County Solid Waste, the Campbell County Fiscal Court and its staff are further given the free use of my likeness in the connection with any broadcast, release, media contact or other publicity generated by the activity. **If not 18 years of age, a parent or legal Guardian must sign below.**

\_\_\_\_\_  
Organization Name

\_\_\_\_\_  
Printed Name of Participant

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian  
(if under 18 years of age)





## Need to Know Information

### Contact Information

**Megan Clere**

*Campbell County Solid Waste Coordinator*

**Office:** 859-547-1866

**Work Cell:** 859-240-2945

**Personal Cell:** 606-465-0550

### Drug Paraphernalia Information

Avoid drug equipment and paraphernalia. If you come across any illegal items, please contact the Solid Waste Coordinator (above) and/or Campbell County Dispatch at 859-292-3622.

- *Needles can be placed in the provided Sharps container if you feel comfortable (you must wear gloves while doing so)*



## **Group Leader Checklist**

### **Before the Cleanup:**

- Welcome volunteers
- Collect signed volunteer liability waivers
- Give volunteer instructions:
  - Who to contact in case of an emergency
  - When the cleanup ends (give specific time to be back to meetup location)
  - Where to get water, snacks, etc.
  - Where to use the bathroom if needed (*if applicable*)
  - Overall litter cleanup area
  - Show off drug paraphernalia to avoid
- Pass out supplies:
  - Litter grabbers
  - Garbo grabbers
  - Bags
  - Gloves
  - Vests

### **Things to Remember:**

1. Bags should be tightly closed
2. Bags should not be more than  $\frac{3}{4}$  full or too heavy
3. Bags should be placed on the side of the road – not in the road or out-of-sight
4. Volunteers MUST wear hi-vis vests at all times
5. Volunteers MUST wear gloves at all times
6. Never walk in the road
7. Always walk against traffic to see cars heading your way
8. Utilize the buddy system – never work alone
9. Avoid any trees with “furry” vines
10. Wear sunscreen

### **After the Cleanup:**

- Collect all supplies – litter grabbers, Garbo grabbers, and extra bags
- Collect all gloves and vests
  - Gloves go in garment bags
- Clean used gloves (in garment bag) and vests – 50/50 bleach water mixture works great; all items can be dried in the dryer
- Return all supplies to Campbell County Fiscal Court (1098 Monmouth Street, Newport) by the next business day
- Complete Trash for Cash Closeout Documents on [www.campbellcountyky.gov](http://www.campbellcountyky.gov)

**THANK YOU FOR HELPING KEEP CAMPBELL COUNTY CLEAN! YOU ARE APPRECIATED!!!**