

ACCOMACK-NORTHAMPTON PLANNING DISTRICT COMMISSION
MINUTES OF THE
May 20, 2019 MEETING
HELD AT THE ENTERPRISE BUILDING
ACCOMAC, VIRGINIA

COMMISSIONERS PRESENT:

Robert Crockett	Accomack County
Laura Belle Gordy	Accomack County
Donald L. Hart, Jr.	Accomack County
Reneta Major	Accomack County
Harris Phillips	Accomack County
Rickie Ross	Accomack County
Gwendolyn F. Turner	Accomack County
Roland Bailey	Northampton County
John Coker	Northampton County
Robert Duer	Northampton County
Rev. Charles J. Kellam	Northampton County

COMMISSIONERS ABSENT:

Spencer Murray	Northampton County
Arthur Leonard	Town of Chincoteague

OTHERS PRESENT:

Elaine Meil	Brenette Hinmon
Bobbie Jo Wert	Curt Smith
Russ Williams	

1. Call to Order

Chairman Kellam called the meeting to order at 7:00 p.m.

2. Invocation

Commissioner Major offered the Invocation.

3. Minutes of April 15, 2019 Meeting

The minutes of April 15, 2019 Meeting were presented.

Commissioner Hart moved to approve the Minutes of the April 15, 2019 Meeting. Seconded by Commissioner Turner, the motion carried by unanimous vote.

4. Public Participation

No public participation took place at this time.

5. Bills Payable/Financial Statement

The current Bills Payable was presented. The current Financial Statement was also presented.

Commission approval of the Bills Payable and current Financial Statement was requested.

Commissioner Crockett moved to approve the Bills Payable and current Financial Statement as presented. Seconded by Commissioner Hart, the motion carried by unanimous vote.

6. April Financial Status Report

The report indicated that 74.26 percent of the FY 2019 Budget had been expended while 83.33 percent of the fiscal year had passed.

Commission acceptance of this report was requested.

Commissioner Hart moved to accept the Financial Status Report as presented. Seconded by Commissioner Crockett, the motion carried by unanimous vote.

7. Grants

VDH Wellhead Protection Implementation Grant

Staff is implementing a project under this grant during the current fiscal year to develop a permanent household hazardous waste collection facility and program for the region, working with both Accomack and Northampton County. The VDH Wellhead Protection Implementation Project Grant is an appropriate resource to supply additional protections for planning and implementation projects that protect our sole source aquifer. The grant application is due in early June and the implementation period is July 2019 to August 2020. Projects could include education and outreach concerning water conservation and

proper household hazardous waste disposal and/or technical assistance to jurisdictions developing aquifer protection programs. There is no match required.

Staff requested authorization to submit the application for the VDH Wellhead Protection Implementation Project Grant, due in June.

Commissioner Crockett moved to grant authorization for staff to submit the application for the VDH Wellhead Protection Implementation Project Grant. Seconded by Commissioner Hart, the motion carried by unanimous vote.

FEMA/VDEM HMGP Hazard Mitigation Plan Grant

On behalf of all participating regional jurisdictions, the A-NPDC completed the original Hazard Mitigation Plan (HMP) in 2006, an update in 2011, and a full rewrite in 2017. The 5-year update is due to be completed and approved in early 2022. Without an approved HMP, none of the jurisdictions in the region are eligible for vital FEMA funding and programs. There is limited (5-20%) match required. This can be made in the form of in-kind services of participating stakeholders.

Staff requested authorization to submit the application for the Accomack & Northampton HMGP Projects Grant, due in June.

Commissioner Crockett moved to grant authorization for staff to submit the application for the Accomack & Northampton HMGP Projects Grant. Seconded by Commissioner Phillips, the motion carried by unanimous vote.

8. Contracts

VHDA Community Impact Planning Grant (\$169,660)

The Virginia Housing Development Authority has offered A-NPDC a grant to acquire nine cinder block houses without indoor plumbing and enough land to create four lots of record on Occohannock Creek Road, pay all title and legal expenses, facilitate the moves of the current residents, demolish the substandard housing and meet the requirements to offer four lots for sale to homeowners with a priority for homeowners who are using a VHDA mortgage product.

Retroactive authority to execute the agreement by the Executive Director was requested.

Commissioner Bailey moved to grant retroactive authority for the Executive Director to execute the VHDA Community Impact Planning Grant agreement. Seconded by Commissioner Phillips, the motion carried by unanimous vote.

The A-NPDC as an entity has chosen not to own property. A closely held holding company, Accomack-Northampton Development Corporation, was created in 1989 to hold real estate. Therefore, staff recommends the Commission consider assigning its rights and responsibilities with regard to the ownership of the property to the A-NDC in a manner recommended and drafted by the A-NPDC attorney.

Authorization to execute the necessary legal documents required to assign the A-NPDC rights and responsibilities of the ownership of the Occohannock Creek Road property to A-NDC by the Chairman and Executive Director was requested subject to 1) the drafting and approval of the A-NPDC attorney and 2) any net proceeds of lot sales at the conclusion of A-NDC ownership of the project lots shall be distributed to A-NPDC.

Commissioner Phillips moved to grant authority to execute the necessary legal documents to assign the Occohannock Creek Road properties to the A-NDC. Seconded by Commissioner Turner, the motion carried by unanimous vote.

Virginia Eastern Shore Annual Electromagnetic-Magnetic Logging USGS Project (\$14,000)

Work will commence in August of 2019 with cumulative, comparative results being provided in the fall of 2019. USGS contributes \$14,000 and both Accomack and Northampton Counties contribute to make up the additional needed \$14,000.

Authorization to execute the Joint Funding Agreement # 19LMJFAVA000108 for Water Resource Investigations with the U.S. Geological Survey was requested.

Commissioner Duer moved to grant authorization to execute the Joint Funding Agreement # 19LMJFAVA000108 for Water Resource Investigations with the U.S. Geological Survey. Seconded by Commissioner Gordy, the motion carried by unanimous vote.

DEQ Septic Pumpout Program (\$16,700)

Staff requested authority to sign the contract for the FY2020 DEQ Septic Pumpout Program.

Commissioner Hart moved to grant authority for staff to sign the contract for the FY2020 DEQ Septic Pumpout Program. Seconded by Commissioner Phillips, the motion carried by unanimous vote.

9. Projects

9970 *Capital Expenditures* Elaine Meil, ext. 116

No activity.

3002 *Special Administrative Cost* Elaine Meil, ext. 116

Invoices are being paid as they are received for items that cannot be directly charged to the programs through the indirect rate. These include items like Commissioner travel, certain Attorney fees and certain staff development items. The Virginia Association of Planning District Commission annual summer conference will be held in July.

3003 ***Intergovernmental Coordination and Information*** Brenette Hinmon, ext.100

No report.

3010 ***Planning Assistance Activities*** Elaine Meil, ext. 116

Staff met with the Town of Onancock and provided some technical assistance regarding the Onancock School.

3016 ***Management Assistance Activities*** Elaine Meil, ext. 116

Administrative staff continue to work with clients to assist them in obtaining assistance, answering questions, and providing assistance to project and program staff with callbacks and tracking of incomplete documentation. A-NPDC received over 4,000 individual client visits in FY18 an increase of over 1,000 in person visits from FY17.

COMMUNITY DEVELOPMENT PROJECTS

3061 ***Asset Management*** Melissa Matthews, ext 110

All Asset Management files are kept current. Deeds of Trust are recorded as received, and expired Deeds of Trust are released twice a year. Staff works diligently to assure all properties have and maintain homeowner's insurance.

3080 ***Housing Project Development*** Bobbie Jo Wert, ext. 126

Staff continues to assist the Eastern Shore of Virginia Housing Alliance with developing a financial strategy that would provide for the construction of affordable rental units in an area close to Tyson Foods and Parksley. Staff continues to work on several other projects in Northampton County.

3201 ***Town of Parksley Downtown Revitalization*** Curt Smith, ext. 114

The grant application was submitted with award announcements anticipated during Summer 2019. Pending completion of Parksley's audit, staff will begin closing out the planning grant.

Economic Development Committee Activities

The Full EDC meets again on June 12. The four industry sector subcommittees met during April and the Committee will consider the updates to the plans for approval. The Committee is seeking one private sector representative from Accomack County to fill a seat vacated by Perdue.

Staff continue working on specific activities within the Economic Development Plan including developing an inventory of local products and stores that sell local products, development of a regional brand, creation of small business entrepreneurial opportunities, a regional forestry industry inventory and feasibility study, a regional market analysis and feasibility study for value-added agricultural product opportunities, and a comprehensive marketing strategy for the Wallops Complex.

GO Virginia Economic Development Initiative

One proposal for a planning project for the development of a small business incubator has been submitted for consideration. Staff participated in a workshop that was part of a GO VA planning project awarded to VA Sea Grant to explore potential economic development opportunities related to water management. It has been requested that Sea Grant staff come to the Shore to introduce the project and its concepts during the June 2019 EDC meeting.

Regional Navigable Waterways Committee

The last quarterly Eastern Shore Regional Navigable Waterways Committee was held in Accomack on April 18th. The next meeting will be held in Eastville on July 18th. Staff have held discussions with the USCG and Committee members regarding removal of navigational markers. Staff participated in a kickoff meeting on May 20 for the VIMS-led NFWF project to develop an engineering and design plan for a 450-acre marsh restoration and expansion project along southern Cedar Island.

Staff continue to assist the Committee and the Town of Wachapreague regarding a USACE Beneficial Dredge Spoil Use project for the Cedar Island/Wachapreague area. The report is available for review on the USACE website at <https://www.nao.usace.army.mil/About/Projects/Cedar-Island-CAP-204/> and there will be a public meeting at VIMS ES Lab on June 4th from 4-6pm. Staff are preparing submit comments on the proposal prior to the June 18 deadline for comments.

Staff developed two applications for the Waterway Maintenance Fund Grant Program, presented them to the VPA in Norfolk on February 14th, and submitted the applications by March 1st. The projects were for permit, engineering, and all other necessary planning work for dredging and beneficial use projects in the state portion of the Quinby Channel in Accomack County and for Kings Creek in Northampton County. The VPA should announce the grant recipients following their May 21st meeting.

PLANNING PROJECTS

3355

***USDA Rural Business Development -
Agricultural Feasibility Study***

Clara Vaughn, ext. 127

Consultants from Virginia Tech's Office of Economic Development have prepared and distributed to an advisory committee a draft Market Analysis Report analyzing the feasibility of a regional food hub, marketplace and/or aggregator; community kitchen and other value-added opportunities; and marketing opportunities on the Eastern Shore. The goal of the study is to develop recommendations that, if implemented, will improve the economic vitality of local agriculture, aquaculture, and artisan operations. An advisory group of local farmers, extension agents, artisans, and aquaculture producers was slated to meet May 13 to review findings and provide input that will guide future stages of the study. The final recommendations are planned to be presented to the A-N Economic Development Committee for consideration during its June 12 meeting.

3401

VDOT Rural Transportation Planning-SPR

Clara Vaughn, ext. 127

A-NPDC staff continue to work with VDOT engineers in developing an application for Bicycle and Pedestrian Safety Program funding to construct Phase IV of the Southern Tip Bike & Hike Trail, running from the Cape Charles Marina to the Food Lion shopping complex. The application will be submitted this fall on behalf of the Town of Cape Charles.

A-NPDC staff are also working with VDOT engineers to develop a feasibility study in support of a Transportation Alternatives program application to improve sidewalk connectivity and walkability in downtown Parksley and to Metompkin Elementary School. The application will be submitted this fall on behalf of the Town of Parksley, contingent upon receipt of matching funds from a Community Development Block Grant application already submitted. PDC staff are currently developing the Safe Routes to School components of the project.

Staff continue to refine a scoring system that will be used to identify priority areas for sidewalk improvements in the Eastern Shore of Virginia Pedestrian Facilities Study Update. The results will be used to identify top projects for implementation across the region.

Staff plan to ground truth ditch outfall locations mapped by VIMS researchers using high-resolution LiDAR data in ArcGIS. Findings will be used to improve accuracy of remote mapping used to show locations where tidal water is entering ditches and contributing to roadway flooding.

3542 ***DEQ Interpretive Signage Project-
Atlantic Coast & Bayside***

Shannon Alexander, ext. 115

The contract with VCZMP was fully executed on November 8, 2018. Staff has met with representatives from both the Town of Onancock and the Town of Saxis to develop/design their unique signage. The design for both Saxis and Onancock have been submitted to VCZMP for approval, refinement, and submitting to the fabrication company. The final designs were distributed to the Towns for approval. Bayside signs should be ordered in May and delivered/installed by mid-July. Staff continues to work with TNC in the design of the seaside signage, which is to be installed by the end of September, 2019, when the project concludes.

3552 ***DEQ VCZMP 309 Working Waterfront
Policies***

Shannon Alexander, ext. 115

This project is closed out.

355201 ***DEQ VCZMP 309 Rural Enhancement Authority***

Clara Vaughn, ext. 127

The A-NPDC and Middle Peninsula PDC continue to coordinate the launch of the Rural Coastal Virginia Community Enhancement Authority through organization of a symposium-style meeting called by Delegates and Senators who introduced 2017 HB 2055, which establishes the Rural Coastal Virginia Community Enhancement Authority. The date for the meeting has been pushed to sometime in July to accommodate representatives' schedules. Staff will notify County representatives as soon as the final date is chosen.

***DEQ VCZMP 309 WWF Master Plan
Implementation***

Clara Vaughn, ext. 127

The A-NPDC, Middle Peninsula PDC, and Northern Neck PCD continue to cooperate in developing an outreach video on Rural Coastal Virginia's Working Waterfronts and a StoryMaps project showcasing the locations and histories of selected working waterfronts across the region. The two digital products will be used as outreach tools to educate community leaders and the public on the importance of working waterfronts to local economies and culture.

3553 ***DEQ VCZMP 306 Oyster and Water Trail Collaboration*** Shannon Alexander, ext. 115

The Middle Peninsula has compiled relevant assets into an inventory and GoogleMaps, the Northern Neck is working with the Artisan Center of Virginia on refinement of the digital engagement tool for the Virginia Oyster Trail, the A-NPDC staff organized and facilitated the 2019 Virginia Certified Ecotour Guide course concluded in March with 16 new graduates. A-NPDC staff facilitated one Bayside Water Trail stakeholder meeting and will continue to incorporate suggested edits and additions to the map and the supplemental language on the new Bayside Trail for incorporation into the website. The Ecotourism Steering Committee for the three rural coastal peninsular regions met on March 6th and refined the project descriptions for year three of the project. The Committee will meet again August 16. The project and the Ecotourism Course were presented at the Virginia Green Conference in Harrisonburg in April. The new www.VirginiaWaterTrails.org website and the itinerary tool for the Virginia Oyster Trail are active and online, but will continue to be refined over the next year and a half. Efforts are being reported at the visitor industries Economic Development Subcommittee and incorporated into the regional economic development plan as well.

3541 & 3551 ***A-N VCZM Technical Assistance, FY 18 Qtr3*** Shannon Alexander, ext.115

Staff continues to serve the Eastern Shore of Virginia Ground Water Committee, the Regional Navigable Waterways Committee, and offer technical assistance to localities in the region. Staff assisted in communicating Virginia Nutrient Exchange information between the Town of Tangier and Tyson Foods.

As part of the necessary education and training events, staff presented to about 300 sixth grade students at the Watershed Festivals in April. Staff has entered a MOU with the Eastern Shore Soil and Water Conservation District to include the Shore Big Trees and Eastern Shore Natives Outreach and Education into their work with local grade schools, the plaques have been ordered and fabricated, trees are ready, and the two schools have been chosen. The final dates and lesson plans are pending.

Staff continues to serve as mentor for VIMS Graduate Student, Justin Shawler, who is researching the seaside barrier islands and working with local communities and stakeholders. Mr. Shawler was selected as a recipient for a VA Sea Grant Graduate Research Fellowship that will take place during 2018-2020. Among the items Mr. Shawler's work will address is the development of a sediment budget for the seaside barrier island system, which is a critical data gap in understanding how the system may evolve into the future.

3554 ***VIMS-Barrier Island Study*** Curt Smith, ext. 114

The project is closed out.

The Ground Water Committee met April 16th and will meet again May 21. Staff has and continues to reach out to DEQ, the U.S. EPA, our representatives, and private companies to acquire requested data and policy information concerning underground storage tanks, instances of discharge non-compliance, enforcement, importance of use of the unconfined aquifer, etc. Staff continues to work with the Consultant to ensure that the Groundwater Protection and Preservation Plan is updated with new data from the 2018 Water Supply Plans and new information, legislation, and permits prior to the conclusion of the 2019 calendar year. The Committee Consultant has provided summary presentation on VDEQ Consent Orders and aquifer water quality information and presented at the Environment Virginia Conference in Lexington on March 26th.

Staff attended the VDEQ PUBLIC INFORMATIONAL BRIEFING on the draft permits and the permitting process will be held in Accomack on April 30, 2019 at Nandua High School (26350 Lankford Highway, Onley, Virginia 23418) from 6:00 pm to 9:00 pm.

Additional information is included below.

PUBLIC COMMENT PERIOD: May 24, 2019 to July 12, 2019

PUBLIC HEARING: Three public hearings will be held. Comments on the draft will be accepted at each hearing.

HEARING 1: Arcadia High School Auditorium, 8210 Lankford Hwy, Oak Hall, VA 23416 on June 24, 2019 beginning at 6 p.m.

HEARING 2: Eastern Shore Community College, Workforce Development Building, 29300 Lankford Hwy, Melfa, VA 23410 on June 25, 2019 beginning at 6 p.m.

HEARING 3: Northampton High School Auditorium, 16041 Courthouse Rd, Eastville, VA 23347 on June 26, 2019 beginning at 6 p.m.

This project is closed out.

Virginia Department of Health (VDH) Household Hazardous Waste Collection (HHWC) Site Development. Accomack and Northampton Counties approved a Joint Resolution of Agreement for long-term funding/management of the new facility. Staff is working with the Accomack County Department of Public Works to organize the appropriate trainings for their staff during the months of June and July. The building has been ordered and a new RFQ issued for the concrete pad and necessary electric. All should be installed by then end of June. The new goal for the grand opening is July 19. The A-NPDC was also awarded a \$3,000 grant from the VDEQ Litter Prevention and Recycling competitive grant to match some of the funds for this portion of the VDH grant and multiply the effectiveness of the outreach for proper disposal of waste, including HHW, in the region, this will be contracted after all other required financial obligations are met.

*VDEQ Litter Prevention and Recycling*Shannon Alexander, ext.115

The Virginia Department of Environmental Quality (VDEQ) offered an award of \$3,000 of the requested \$12,000, from the VDEQ Litter Prevention and Recycling competitive grant. This will be pass through funding. The award letter was received October 30th, 2018 and funds were received in mid-November, 2018, final Accounting and Performance Reports are due by August 1, 2019. This is serving as match for the education/outreach portion of the VDH HHWC grant and will multiply the effectiveness of the outreach for proper disposal of waste, including HHW, in the region. The intent is to contract with Waste Watchers of the Eastern Shore for this purpose.

Staff continues to distribute monthly GreenNews E-Newsletter; editions are available via link on the A-NPDC website. The GreenWorks Committee met February 19th and the next meeting will be July 10th. Staff is working with Waste Watchers of the Eastern Shore to develop a SOW for the VDH and DEQ outreach/education contract. The intent will be to have a contractor and a short-term intern with the Eastern Shore Community College, to provide aid to that contractor. Staff continues to help provide guidance to Waste Watchers with regards to organizational practices and manage the Sponsor-A-Road pilot program, which has an end date to the 3-year contract of 5/23/2019, but may be renewed for two additional one-year terms with notice by A-NPDC. GreenWorks has reimbursed Waste Watchers for costs associated with the KAB Annual Litter Survey, the Essay Contest, and necessary equipment for Operation Our Clean Road Events. Staff provided assistance in an application to KVB for a grant for anti-litter educational signage at public water access facilities in the region.

Staff anticipates a contract by the end of the 2019 calendar year, but has until the end of 2020 to complete the project with the grantor. The project will implement septic residential improvement projects within the EPA approved Watershed Implementation Plan for The Gulf, Barlow, Mattawoman, Jacobus and Hungars Creeks on the Bayside in Northampton County. SERCAP has agreed to help cover the VDEQ owner cost-share requirements up to \$13,500 (20% of the construction budget). Planning staff is working closely with Housing staff on this project. Staff has developed a list of mailing addresses based on the Indoor Plumbing Needs Assessment data from 2014 and will be sending targeting mailings about this program offerings by late-May.

3585 *DEQ Chesapeake Bay Phase III Watershed Implementation Plan (WIP)*

The comment period for the statewide draft Phase III WIP is open until June 7, 2019. <https://www.deq.virginia.gov/Programs/Water/ChesapeakeBay/ChesapeakeBayTMDL/PhaseIIIWatershedImplementationPlan>

DEQ Chesapeake Bay Phase III Watershed Implementation Plan (WIP) Technical Assistance

Clara Vaughn, ext. 127

VDEQ has awarded PDCs within the Chesapeake Bay Watershed technical assistance grant funding to continue capacity-building efforts to achieve TMDL targets. A-NPDC staff have hosted the first of three meetings and scheduled a second meeting May 16 to discuss WIP-related topics.

3335 *Accomack County CDBG Planning Grant – Prioritization*

Bobbie Jo Wert, Ext. 126

Staff submitted the CDBG - Community Improvement Grant for the Gospel Temple/Adams Crossing Community on March 29, 2019. Staff will continue to meet with the management team and neighborhood to finalize various aspects of the planning grant and additional funding options.

Staff continues to coordinate with the Housing Services Department in selecting a date for the community meetings for East Horntown, Wishart's Point, Church Road, Whitesville, and Sanford. Date, time and location are to be determined for the other areas. The meetings will allow for staff to provide information regarding housing services, housing counseling, and referral services to appropriate funding sources.

Staff will seek guidance from Accomack County on the next Planning Grant.

A-NPDC HOUSING PROJECTS

3661 & 3662 *HUD Housing Counseling Services &
VHDA Housing Counseling & Education*

Mary Smolinski, ext 124

The spring/summer Homebuyer Education Workshop is in the planning stages and is tentatively scheduled for June 19 and June 20, and will be held with our partners at Eastern Shore Association of Realtors. Transition of clients from the recently retired counselor to Mary, who started full time employment on April 16, continues. Homeownership calls and appointments remain steady, with slight increase in Foreclosure Intervention activity.

Makemie Park Project

Bobbie Jo Wert, ext 126

Staff attended the Makemie Park Board meeting on January 25, 2019. The Makemie Park sewer system is in desperate need of repairs per the Virginia Department of Health. The Board has received a quote for \$69,876 from Bundick Well & Pump. They do not have sufficient funds to pay for the repairs.

A-NPDC Staff met with the Virginia Department of Health on April 2nd. More information is needed to proceed, and multiple tasks were assigned accordingly. Once all tasks are complete, a plan and a timeline will be developed to remedy the situation. Staff continues to search for funding opportunities.

366250 *Continuum of Care (CoC)*

Bobbie Jo Wert, ext 126

The Community Partners of the Eastern Shore (CPES), the local Continuum of Care, will host a Strategic Planning Event - "Healing Systems of Care" on May 15th from 9 until 4 PM at the Eastern Shore Community College - Workforce Development Center. You will not want to miss our motivational keynote speaker. The registration deadline is May 13th.

The Point In Time (PIT) Count occurred on January 23rd. Data is being analyzed; once completed, staff will report back. CPES members continue to work on standardizing the Coordinated Entry procedure for our most vulnerable population. This system is designed to ensure clarity, transparency, consistency, and accountability for those who are having a housing crisis.

CPES continues to partner with the Virginia State Police and Community Service Board to address the opioid epidemic and its impact on homelessness. Staff participates on the Community Opioid Panel of Experts (COPE) committee and the Eastern Shore Overdose Fatality Review Team.

The Accomack County FEMA application is pending review and approval. Staff recently revised the budget, per Amy Howard, VDEM - HMGP Administrator-Finance Director. With a revised budget of \$1,578,114, A-NPDC staff proposed nine elevations and one acquisition projects. The staff continues to supply additional information as requested. Although confident we will receive funding; we have not received the notification of award.

The Virginia Department of Emergency Management has announced the Hazard Mitigation Grant Program (HMGP), which will reduce the long-term risks to individuals and property. These funds will be available for the Commonwealth through the Federal Emergency Management Agency (FEMA) as a result of two Presidential Disasters from damages associated with Hurricane Florence and Tropical Storm Michael. On February 19th, Staff attended the Region 5 - Hazard Mitigation Grant Program Applicant Briefing. A-NPDC staff is working with the Accomack and Northampton County, and the Incorporated Towns to determine their level of interest. The application is due May 30, 2019.

10. Executive Directors Report

A-NPDC Reserves Likely Needed This Fiscal Year

Executive Director Meil is still working to minimize the need to use some A-NPDC reserves this year. No more than \$30,000 of reserves will be needed and this is still the best estimate.

GO Virginia Collaboration

Executive Director Meil met with the Waterways Committee. The ACOE representative stated that the regional permit will be for certain actions and the Eastern Shore will be included. No action was taken at the meeting since the Committee was assured the Eastern Shore would not be treated differently. Executive Director Meil and Coastal Resources Program Manager Alexander sat down and wrote the minutes for the meeting immediately and included the information and Executive Director Meil wrote the Chief of the Water Resources Division a thank you email that also echoed the information the Committee was told. Executive Director Meil will continue to monitor the situation and take appropriate actions, if future ACOE decisions hurt potential Eastern Shore projects.

Virginia Department of Health (VDH) Alternative Septic System Discussion

As requested by the Commission, Executive Director Meil arranged a discussion with VDH staff to discuss septic system needs on the Eastern Shore. Once staff is able to meet with Accomack County, a second meeting will be scheduled by Executive Director Meil to see how best to proceed.

Makemie Park

VDH has determined what will be needed from them to apply for the CDBG funds. A-NPDC staff have requested a meeting with Accomack County to discuss the process. Executive Director Meil had a brief discussion with Supervisor Chessser (the system is in his district) about the system. He periodically has attended the Association's meetings over the years and he expressed his thoughts about how to proceed in light of the Association's challenges. He expressed a strong opinion that any repairs or replacements should not become a liability of Accomack County. He indicated he would prefer a system where each house would receive an individual system. This may or may not be possible within the limitations of the potential funding source and VDH requirements.

Alternative System - Pit Privy Waiver

No new updates. VDH has a waiver process and Jon Richardson is investigating whether or not it is administratively possible to waive the alternative treatment requirement and allow pit privies to be replaced with a conventional system with the stipulation when the property is sold that it be upgraded to alternative treatment. If this is not administratively possible, an addition to the Code of Virginia waiver list would be required to make this change.

Requests for Assistance

The A-NPDC Revolving Loan Fund has received a loan request to pay for building rehabilitation and improvements for a convenience store/cafe business startup. The Revolving Loan Fund Committee will meet prior to the regular meeting to discuss the request. Staff is preparing a credit memo.

11. Chairman's Report

No report was given.

12. Other Matters

No other matters were discussed.

13. Adjournment

There being no further business brought before the Commission, the meeting was adjourned.

Rev. Charles J. Kellam
Chairman

Copy Teste:

Elaine K. N. Meil
Executive Director