

ACCOMACK-NORTHAMPTON PLANNING DISTRICT COMMISSION
MINUTES OF THE
September 15, 2025 Meeting
ENTERPRISE BUILDING
ACCOMAC, VIRGINIA

COMMISSIONERS PRESENT:

Robert Crockett	Accomack County
C. Reneta Major	Accomack County
Gwendolyn F. Turner	Accomack County
L. Dixon Leatherbury	Northampton County
Rev. Charles J. Kellam	Northampton County
Betsy Mapp	Northampton County
John Coker	Northampton County
Donald L. Hart, Jr.	Accomack County
Calvin Washington	Accomack County
Vanessa Johnson	Accomack County
Donna Smith	Accomack County

COMMISSIONERS ABSENT:

Adam Charney	Northampton County
Mike Tolbert	Town of Chincoteague

OTHERS PRESENT:

Anne Doyle	Sandy Taylor
Elaine Meil	Eric Horito
Faith Lewis	Russ Williams
Lameka Bailey	Arlette Harris
Willie Williams	William Strand

1. Call to Order

The September 15, 2025 meeting of the Accomack-Northampton Planning District Commission (A-NPDC) was called to order by Chairman Mapp at 7:00 p.m.

2. Invocation

Commissioner Coker offered the Invocation

3. Minutes of the July 21, 2025 Meeting

The minutes of the July 21, 2025 Meeting were presented. Commissioner Hart moved to approve the minutes as presented. It was seconded by Commissioner Crockett, the motion was carried by unanimous vote with one abstention.

4. July & August Financial Status Report

The report for expenditures for July & August are unable to be printed until FY25 has been closed in the GMS accounting software. Updated reports will be presented at the October meeting.

Auditors from Dunham, Aukamp, & Rhodes, PLC visited the office on Monday, September 8, 2025 and Tuesday, September 9, 2025. A report will be given at the November meeting.

5. Financial Statement / Bills Payable

The Financial Statement, including the current Bills Payable were presented. Commission approval of the Financial Statement was requested.

Commissioner Crockett moved to approve the Financial Statement and Bills Payable. It was seconded by Commissioner Hart, the motion was carried by unanimous vote.

6. Projects

Director of Planning Report

Below is a comprehensive list of Planning Department projects, should you wish to contact the project manager for more information. Details about featured projects follow the list.

3220 - EDA-Economic Development Planning	A. Doyle
3211 - USDA for Melfa Industrial Park for Economic Development Authority	A. Doyle
3221 - Wachapreague Sewer Installation Project	A. Doyle
3547 - DEQ/CZM Technical Assistance & Resiliency Planning	R. Chandler
3401 - VDOT Rural Transportation Planning	A. Doyle
3589 - VDEM Hazard Mitigation Plan 2026	R. Chandler
3587 - Navigable Waterways Committee	K. Singleton
3353 - Waterway Dredging Northampton County - Nassawadox Creek Phase 1	K. Singleton
3352 - Waterway Dredging Accomack County - Folly Creek Phase 1	K. Singleton
3354 - Dredge Material Management Initiative	K. Singleton
3571 - A-N Ground Water Committee Projects	R. Chandler
3580 - DEQ Chesapeake Bay WIP	E. Horito
3218 - Safety Action Plan - USDOT Safe Streets for All Program	H. Spurlock
3675 - FHWA BUILD/RAISE Grant for ESRT	A. Doyle
3620 - Delmarva Agricultural Community Resilience Project	S. Dudas

3220

*Economic Development Administration - Economic Development Planning*Anne Doyle

Federal funding through the Department of Commerce/Economic Development Administration was unfrozen in late June, and A-NPDC staff applied for the funds in July. Applications are now in their review stage and staff has provided additional information to EDA staff. Prior to the announcement unfreezing the funds, staff was nonetheless performing the region's economic development work in several key areas: providing grant writing support to local, county and regional agencies, staffing and coordinating meetings for the region's only Economic Development Committee, and preparing the region's Comprehensive Economic Development Strategy (CEDS). On the grant side, staff prepared and submitted on July 3rd a *GO Virginia Per Capita Grant* application (\$3M) for Eastern Shore Community College's **FAA Unmanned Systems College Initiative and Talent Pipeline Program**.

3211

*USDA Rural Business Development Grant*Anne Doyle

A-NPDC is administering this grant for the Economic Development Authority of Accomack County (EDA), owner and operator of the Accomack County Industrial Park at Melfa. Cornerstone Environmental LLC has completed the Park's stormwater master plan, and bGlobal Consulting has completed the Park's strategic market plan/site analysis/advertising plan. The final Steering Committee meeting and presentation will be held on September 8th with the EDA Board.

3221

*HUD/DEQ Wachapreague Sewer Installation Project*Anne Doyle

A-NPDC has submitted its final request for reimbursement before administratively and financially closing-out the project with both the Virginia Department of Environmental Quality and HUD.

3547

*DEZ/CZM Technical Assistance & Resiliency Planning*Rita Chandler

A-NPDC staff hosted the final showcase event for the CZM Shore Strong project on August 12th, at the Island Community House in Chincoteague. The event was well attended by 43 people, including Mayor Denise Bowden and DEQ personnel. DEQ would like to see the project replicated in other localities across the Shore in the future. Will Isenberg, DEQ, met with A-NPDC staff on 8/13/2025 in Accomac to review current work in process and plans for

projects in the coming months. It was noted that funding is expected for the next fiscal year, but not awarded yet. The award is expected to be made in January, 2026.

3401

VDOT - Rural Transportation Planning

Anne Doyle

A-NPDC staff will attend the VTCA-VDOT Transportation Construction Forum on Thursday, September 4, 2025 in Richmond. Coordination with the Accomack Northampton Transportation District Commission and the Eastern Shore Rail Trail Foundation continues. Nearly three-fourths of the Rail Trail is funded (between Cape Charles and Onley) with construction underway on one-tenth of the trail.

3589

VDEM Hazard Mitigation Plan 2026

Rita Chandler

The Hazard Mitigation survey will remain open until the end of August. Currently there are 163 responses and, with an additional push, we are hoping to receive a total of 200 by the time the survey closes. Status update meetings continue bi-weekly, next meeting Sept. 10. The first 3 chapters have been drafted by the Berkley consultant and approved by A-NPDC. The 4th chapter draft is underway and will be ready for review in the next two weeks. Critical facility information is being translated into spatial files for vulnerability assessment and maps should be ready for review soon.

3587

*Eastern Shore Regional Navigable Waterways Committee
(ESRNWC)*

Kellen Singleton

The ESRNWC held its third CY quarterly meeting on August 28, 2025. Representatives from the U.S. Coast Guard and Kilmon Cove Dredging Committee were in attendance. Regional dredging needs and ATON updates were discussed, including the substantial shoaling at Kilmon's Cove, Tangier Island dredge material disposal capacity, Virginia Marine Resources Commission proposed Waterway Maintenance Fund proposed programmatic guidelines, and Bradford Bay/Finney Creek dredging concerns. During their April 29, 2025 meeting, the Virginia Port Authority Board resolved to authorize up to \$1,100,000 to the Accomack-Northampton Planning District Commission, to finalize permits and advance the dredging needs of Nassawadox Creek in addition to the transfer up to \$993,144.77, which was previously awarded in Fiscal Year 2022 for Kings Creek, to the County of Northampton for dredging activities associated with Nassawadox Creek. Staff is in the process of updating/extending services contracts with the Counties, Dredge Material Management Initiative PMP review, and directing wetland and other regulatory screening efforts for Tangier

dredge material disposal. The Committee's next meeting will be held on October 16, 2025, at the A-NPDC Enterprise Building.

3353

*Waterway Dredging Northampton County - Nassawadox Creek
Phase 1*

Kellen Singleton

Staff addressed and coordinated with the Tangier Island Town Council at their April 15, 2025, Town Council Meeting concerning the upland disposal plan. A pre-application meeting with VMRC, VIMS, USACE, DEQ, Town of Tangier officials, engineers, and staff was held on April 29 to discuss dredge material transport and disposal site surveying, selection, and logistics. A following pre-permitting meeting with VMRC, VIMS, USACE, and DEQ staff was held August 20th to share on-site wetland screening updates at the five potential placement sites on Tangier, other potential placement areas, and discuss next permitting steps. Staff is working collaboratively to secure Tangier Island dredge material placement capacity with engineers, stakeholders, and regulatory agencies.

3352

Waterway Dredging Northampton County - Folly Creek Phase 1

Kellen Singleton

The ESRNWC has determined to move forward and prepare a permit for mechanical dredging with a contractor-supplied upland placement site. A draft JPA has been completed, including the JPA form, DMMP specific to Folly Creek, gradation/Sediment data from vibracore samples, and permit figures. Funding will be applied for in the next round of the Waterway Maintenance Fund requests.

3354

Dredge Material Management Initiative

Kellen Singleton

On April 30, 2024 the VPA authorized \$3,048,500 in Waterway Maintenance Grant Funding (FY25) to the Middle Peninsula Chesapeake Bay Public Access Authority for planning efforts to advance the Middle Peninsula Planning District Commission and Accomack-Northampton Planning District Commission's Dredge Material Management Initiative. A service agreement has been executed. The PMP is being reviewed by ESRNWC members with subsequent professional procurement.

USGS will present its analysis of the 2024 logging effort to the A-NPDC Groundwater Committee and begin the field work to log wells in August of 2025. The study evaluated records for 1,370 private wells from DEQ and VDH, which is estimated to be a little over 10% of the total number in use. USGS estimates that private wells provide domestic water supply to just under 80% of the populations of Accomack and Northampton counties. Total withdrawal for private domestic use is estimated to be about 2.9 Mgal/day, of which about 6% is from the unconfined surficial aquifer, with the remaining 94% from the Yorktown-Eastover confined aquifer system. Use of the surficial aquifer appears to be somewhat more common in Northampton County than in Accomack County. With total estimated domestic withdrawals of about 2.13 Mgal/day for Accomack County, about 4% appears to be from the surficial aquifer. Estimated domestic withdrawals for Northampton County total 0.77 Mgal/day, with about 12% of this total from the surficial aquifer. This information will be published in an upcoming report on groundwater resources of the Virginia Eastern Shore.

The RFP via eVA was reposted on 7/22/2025 to update the Groundwater Supply Plan and select a Hydrologist Consultant for the next contract period and closed on 8/05/2025. The selection committee, Paul Grossman, Susan Mastyl, and Rita Chandler have begun the review of the two proposals received. The new RFP will establish a contract term that is consistent with the Commonwealth of Virginia's fiscal year rather than the current Federal fiscal year.

Applications for residents to receive new septic systems and wells were collected in August. Staff continues to educate clients on the proper use of well and septic systems.

Preliminary crash data analysis is complete. High Injury Networks for both primary and secondary roads have been defined. The three scheduled community pop up meetings were held at Parksley Wine Wednesday, Cape Charles Memorial Library Book Sale and the Chincoteague Farmers Market. Public participation was outstanding. Kimley-Horn site visits were also conducted. The purpose of these visits was to observe driver/pedestrian/bicyclist behavior, document geometric deficiencies, and brainstorm potential countermeasures. The interactive project map has recorded 168 public contributions to date:

<https://engagekh.mysocialpinpoint.com/travelsafeeasternshore/interactive-map>

Staff attended the monthly Accomack-Northampton Transportation District Commission to update project status.

3675

USDOT RAISE Grant - Eastern Shore Rail Trail

Anne Doyle

Funding for this awarded project, which was cleared for Agreement in October 2024, remains unavailable. After providing A-NPDC with an Agreement execution date of *May 30, 2025*, the Office of the Secretary of Transportation and the Federal Highway Administration in Washington formed a Grants Review Task Force (GRTF). This additional layer of grant review to ensure the project work is in keeping with the Administration's goals has been completed. Staff plan to meet with FHWA personnel on September 4, 2025.

3620

Delmarva Agricultural Community Resilience Project

Sherry Dudas

This project, led by Virginia Tech and NOAA, is developing a regional collaborative of local and regional governments and extension organizations in rural areas of coastal Virginia, Maryland, and Delaware with the overall goal to build enduring capacity for planning and implementation of community supported risk reduction efforts that engage the strengths and capabilities of a broad range of actors in the rural coastal zone. Staff was successful in getting an in-person meeting of the collaborative team's membership to be held on the Eastern Shore of Virginia, at the VIMS Center in Wachapreague, on September 23rd.

Director of Housing Services Report

Below is a comprehensive list of Housing Service Department projects, should you wish to contact the project manager for more information. Details about the featured projects follow the list.

336250- Continuum of Care

J. Hope

3661 - HUD-Housing Counseling Services

A. Wert

3662 - VHDA HCE Foreclosure/Housing Counseling

A. Wert

The Community Partners of the Eastern Shore General Membership met September 10th. A presentation was conducted by the Eastern Shore Community Foundation. The next General Membership meeting is scheduled for November 12th. In August the Virginia Department of Housing and Community Development (DHCD) issued the contract and awarded level for this ongoing grant.

21 clients are receiving homeownership counseling. 5 clients have received pre-approval through Virginia Housing for a mortgage (two are current Section 8 clients). 18 clients are working to repair their credit, pay down debt, and increase their savings and/or income. 2 clients should be ready to secure mortgage approval barring any unforeseen setbacks. One client avoided foreclosure when staff negotiated a forbearance with the lender through September, with a repayment plan to be negotiated at the end of the term. Staff secured the cancellation of foreclosure sale for the 2nd client, and the modification has now been fully approved and accepted by both the client and the mortgage company. Staff will continue to work with both clients to make sure the modifications fit their budget, with the goal to keep the mortgage one month paid ahead to prevent future issues. 7 clients have successfully purchased homes in the past 24 months, and 3 of these families were formerly Section 8 tenants.

Staff continues to conduct Financial Literacy, Rental Topics, and Fair Housing classes for new HCV recipients during intake briefings. These classes are part of the regular Section 8 briefings that are conducted once or twice monthly, with 8-12 attendants in each class.

Director of Housing Development Report

Below please find a list of A-NPDC related Housing Development Department projects, should you wish to contact the project manager for more information. Details about featured projects follow the list.

300640 - Town of Onancock-Northeast Neighborhood	E. Horito
3690 - Occhannock Neck Road Project	E. Horito
3823 -FEMA - VDEM Accomack County	E. Horito
4710- HMGP - DR-4001 & DR-4411	E. Horito
3801 - East Horntown CDBG Planning Grant	E. Horito

3340 - Holland Lane CDBG Planning Grant	E. Horito
4401 - VDH Septic and Well Assistance Program	E. Horito
3337 - Chincoteague Septic System Program	E. Horito

300640	<i>Town of Onancock - Northeast Neighborhood</i>	Eric Horito
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The rehab at 10 Watson Street is nearing completion. Work to begin shortly on 6 Watson Street, which will be the final rehab project. VDOT has approved the sidewalk plans for Pine Street. Working on obtaining a Land Use Permit from VDOT for the sidewalks.

3690	<i>Occohannock Neck Road Project</i>	Eric Horito
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The two-bedroom (Lot 1) and one-bedroom (Lot 2) houses are finished with Certificates of Occupancy. Working with a family to purchase Lot 1. Will be working with a realtor to sell Lot 2.

3823	<i>Accomack County VA HMGP 4291-VA-009 Elevation Project</i>	Eric Horito
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No update.

4710	<i>Accomack County VA 4401-VA-016 Elevation/Acquisition Project</i>	Eric Horito
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Working with the contractor and homeowner on lowering the cost to elevate the Johnson's Landing house.

3340	<i>Holland Lane - Cheriton Planning Grant</i>	Eric Horito
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In the process of closing this project.

4401	<i>VDH Septic and Well Assistance Program</i>	Eric Horito
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All septic installation work has been completed. Waiting on VDH to issue the completion reports.

Four septic system jobs have been bid out. Contracts have been prepared. Waiting on Chincoteague's go-ahead to issue the contracts. Waiting for one more permit from VDH and will bid out another round of four systems.

7. Agreements and Contracts

VDACS-Agriculture and Forestry Industries Development (AFID) Fund Planning Grant

Award of a \$34,910 grant to the A-NPDC for the agriculture, aquaculture and forestry sectors of the Comprehensive Economic Development Strategy was announced by the Governor for Accomack and Northampton County. The grant will leverage monies received for the larger CEDS if it is successfully awarded by the EDA to the A-NPDC.

FY2026 Virginia Homeless Solutions Program Continuum of Care \$36,500

Recurring Funding for the Continuum of Care (CoC). The CoC Program is designed to promote a community-wide commitment to the goal of ending homelessness, to provide funding for efforts by nonprofit providers to quickly rehouse homeless individuals and families, and to promote access to and effective utilization of mainstream programs by homeless individuals and families, and to optimize self-sufficiency among those experiencing homelessness.

Retroactive authorization to execute the above MOU and agreements were requested. Commissioner Crockett moved to authorize the execution of the above agreements. It was seconded by Commissioner Turner. The motions were carried by unanimous vote.

8. Grants

Staff is seeking retroactive authority to apply for a Virginia Department of Forestry Urban and Community Forestry grant for \$90,000. to be used for the planting of trees along the Eastern Shore Rail Trail, in the vicinity of Birdsnest and Treherneville in Northampton County.

Staff is seeking authority to apply for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund (VBAF) grant. This program is administered by the Virginia Resources Authority (VRA). The Virginia Economic Development Partnership (VEDP) directs the distribution of grants or loans from the VBAF to grant recipients (VBAF Program), in consultation with the Virginia Department of Environmental Quality. Staff is seeking to apply for a grant of \$50,000, to be used for the planting of trees along the Eastern Shore Rail Trail. If successful, these funds will be matched by the anticipated funds to be obtained from the Virginia Department of Forestry Urban and Community Forestry grant outlined above.

Authorization to apply for the two grants listed above was requested. Commissioner Hart moved to authorize the grants mentioned above. It was seconded by Commissioner Major. The motions were carried by unanimous vote.

9. Executive Director's Memo

Federal Funds Report

FHWA informed us that the Bike Trail agreement went through the first of the two reviews. No new news on FSS or EDA, we are still waiting for the agencies.

In a related note, the state funds from Virginia Resource Authority/DCR were received. Director of Administration Taylor called them to demand the money and told them we weren't taking no for an answer. They paid the funds.

2025 Community Survey

It has been ten years since the 2015 Community Survey. Last time, there were 582 responses. This survey will be used to update the A-NPDC strategic plan and staff is attempting to get 1,000 completed responses.

The survey is available on the A-NPDC Facebook page. It is pinned to the top of the posts on the Accomack-Northampton Planning District group or you can find it at <https://forms.gle/6Cx6Ax1xsxr8z1cs7>

Staff asks everyone to take the survey and requests every survey taker find five more people to complete the survey.

10. Other Matters

There were no other matters brought before the Commission at this time.

11. Public Participation

There was no public participation at this time.

12. Next Meeting

The next meeting is scheduled for Monday, October 20, 2025.

13. Adjournment

There being no further business brought before the Commission, Commissioner Crockett moved to adjourn the meeting. It was seconded by Commissioner Turner, the motion was carried by unanimous vote. The meeting was adjourned at 7:30 p.m.

Chairman, Betsy Mapp

Executive Director, Elaine K. N. Meil