

ACCOMACK-NORTHAMPTON PLANNING DISTRICT COMMISSION
MINUTES OF THE
October 20, 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
Mike Tolbert	Town of Chincoteague
Donald L. Hart, Jr.	Accomack County
Calvin Washington	Accomack County
Vanessa Johnson	Accomack County
Donna Smith	Accomack County

COMMISSIONERS ABSENT:

Adam Charney	Northampton County
John Coker	Northampton County

OTHERS PRESENT:

Anne Doyle	Sandy Taylor
Elaine Meil	Eric Horito
Faith Lewis	Russ Williams
M. K. Vereen	Katherine Morille
Sona Chaudhary	Patrick Whalen
Myra Riley-Taylor	Kasey Grier

1. Call to Order
The October 20, 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 Crockett offered the Invocation

3. Minutes of the September 15, 2025 Meeting

The minutes of the September 15, 2025 Meeting were presented. Commissioner Hart moved to approve the minutes as presented. It was seconded by Commissioner Turner, the motion was carried by unanimous vote.

4. September Financial Status Report

The Report for expenditures for September are unable to be printed until FY25 has been closed in the GMS accounting software. Updated reports will be presented at the November meeting.

Auditors from Dunham, Aukamp, & Rhodes, PLC visited the office on Monday, September 8, 2025, and Tuesday, September 9, 2025. No action was required at this time.

5. Financial Statement / Bills Payable

The Financial Statement was presented. The Bills Payable were copied and given to the Commission for approval. The Bills Payable will also be added to the packet.

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
3201 - VDACS Agriculture & Forestry Industry Development Plan	S. Dudas

3220

*Economic Development Administration - Economic Development
Planning*

Anne Doyle

Federal funding through the Department of Commerce/Economic Development Administration remains uncertain as it has throughout 2025. Even though we are absent grant funding, staff is 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 performing specific task work on the region's Comprehensive Economic Development Strategy (CEDS). On the grant side, staff prepared and submitted several Virginia Brownfields Assistance Fund grants on October 17, 2025, and assisted a funding application for the Aerospace Academy of the Eastern Shore's junior and senior high school curriculum.

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 EDA Board has approved both plans. In addition, consultant bGlobal has created a website and prepared a brochure for the development of the Industrial Park of Accomack County.

3221

HUD/DEQ Wachapreague Sewer Installation Project

Anne Doyle

Virginia Department of Environmental Quality has found unspent ARPA funds and has allowed A-NPDC to apply for additional funding for this project. While all construction activity has been successfully completed, A-NPDC is awaiting DEQ's decision on its final request for reimbursement of approximately \$61,000.

3547

DEZ/CZM Technical Assistance & Resiliency Planning

Rita Chandler

Funding has been approved for the FY25 period: 10/01/2025 - 9/30/2026 in the amount of \$64,500 federal funding and \$64,500 match. Projects for FY25 include Technical Assistance, Engagement, Coordination, and Trainings; Navigable Waterways, Wetlands & Groundwater

Preservation and Protection; Updating of the A-NPDC website; continuation of the Hazard Mitigation Plan Update; facilitation and support of state agencies in resilience planning efforts.

3401

VDOT - Rural Transportation Planning

Anne Doyle

Staff attended two VDOT meetings in October, where we learned from VDOT that our Planning District Commission is not able to apply for Smart Scale funding for Round Six. Coordination with the Accomack Northampton Transportation District Commission and the Eastern Shore Rail Trail Foundation continues. Over two-thirds 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 Plan update is in progress with The Berkley Group consultant. A community survey was completed in English, Spanish and Haitian-Creole and made available to the public. Results of the survey have been tabulated and are being used to inform the update to the 2026 Plan. The first five chapters of the plan have been completed in draft form and are currently being reviewed by A-NPDC staff. The project is on track.

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 the Kilmon Cove Dredging Committee were in attendance. Regional dredging needs and ATON updates were discussed, including substantial shoaling at Kilmon Cove, Tangier Island dredged-material disposal capacity, the Virginia Marine Resources Commission's proposed Waterway Maintenance Fund programmatic guidelines, and Bradford Bay/Finney Creek dredging concerns. The Committee noted transmission of a letter to Congresswoman Jennifer Kiggans regarding tiger beetle regulatory constraints and their impacts on shoreline stabilization, navigation safety, and beneficial-use placement, and requested Congressional engagement with USFWS and USACE on practical pathways such as regional programmatic tools. Members also provided comments on the VMRC WMF draft guidelines, emphasizing clear statutory alignment, workable match expectations, and protections to ensure smaller coastal localities are not disadvantaged by discretionary criteria. 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 transferring up to \$993,144.77—previously

awarded in FY2022 for Kings Creek—to Northampton County for dredging activities associated with Nassawadox Creek. Staff is updating and extending services contracts with the counties, reviewing the Dredge Material Management Initiative PMP, and directing wetland and other regulatory screening for Tangier dredged-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 I*

Kellen Singleton

Staff addressed and coordinated with the Tangier Island Town Council at its April 15, 2025 meeting regarding 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 review dredged-material transport and disposal site surveying, site selection, and logistics. A follow-up pre-permitting meeting with VMRC, VIMS, USACE, and DEQ was held on August 20 to share on-site wetland screening updates for the five potential placement sites and to discuss next permitting steps. Since that time, engineers have provided an updated preliminary capacity estimate for the prioritized airport-adjacent parcel (with the municipal baseball field identified as a limited supplemental area), indicating that the Tangier alternative can accommodate projected Nassawadox Phase 1B volumes pending verification. Staff noted that the next steps include completing a formal wetland delineation at the selected site(s), finalizing capacity verification and associated survey work, and preparing a revised permit submission reflecting the Tangier upland placement plan.

3352

Waterway Dredging Northampton County - Folly Creek Phase I

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 has been reviewed by ESRNWC members with subsequent professional procurement. With the input of partnering agencies and stakeholders, ESRNWC membership will determine priority waterbodies for in-depth characterization.

3571

A-N Ground Water Committee Projects

Rita Chandler

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 responses to the RFP to update the Groundwater Supply Plan and select a Hydrologist Consultant for the next contract period, which has been adjusted to run in concurrence with the state fiscal year, has been reviewed by the selection committee. The current consultant, Arcadis, received the highest scores and contract price negotiations are in process at this time.

3580

DEQ Chesapeake Bay WIP

Eric Horito

Staff collected 77 applications for new septic systems and/or wells. Currently verifying the applicants are within the Chesapeake Bay Watershed. AOSE services are being procured for two locations.

3218

Safety Action Plan - USDOT Safe Streets for All Program

Harvey Spurlock

A decision was made to include both primary and secondary roads in the High Injury Network tier structure. Primary roadways tend to have a higher density of crashes therefore Tier 1 will be composed entirely of primary roadways. This fact will be taken into account during the final analysis. Several traffic safety observations were received from the public as a result of outreach

efforts. These observations will be incorporated into the final report. An additional popup meeting was conducted by staff at the Northampton Agricultural Fair.

Staff attended the monthly Accomack-Northampton Transportation District Commission to provide an update on 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. Staff met with FHWA and Virginia Transportation Construction Alliance personnel on September 4, 2025. Since then, staff has contacted the Senate and House of Representative transportation committees to make our case.

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. An in-person meeting of the collaborative team's membership was held on the Eastern Shore of Virginia, at the VIMS Center in Wachapreague, on September 23rd. Regional meetings of stakeholders are being conducted throughout the fall and winter; the regional meeting for the ESVA has not been scheduled yet. Staff is hoping to possibly coordinate for a time a meeting of stakeholders can be convened as part of the requirements for the VDACS-AFID grant (see below).

3201

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

Sherry Dudas

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. Staff is in the process of coordinating a meeting of stakeholders, to possibly occur in the winter of 2026.

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

366250	<i>Continuum of Care (CoC)</i>	Jen Hope
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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. HUD has announced the date for the CY26 Point In Time Homelessness Count, January 28th with an alternate date of January 29th. A-NPDC staff will once again manage this project, including all data collection, reporting, and the coordination of the overnight canvas.

3661	<i>HUD Housing Counseling Services</i>	Andrea Wert
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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 are ready to secure mortgages but choosing to wait for interest rates to come down so they can afford the houses they are wanting. 7 clients have successfully purchased homes in the past 24 months, and 3 of these families were formerly Section 8 tenants.

3662	<i>Virginia Housing Counseling & Education</i>	Andrea Wert
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Staff conducted classes on Financial Literacy, Rental Topics, and Fair Housing for 13 new HCV recipients during the September 23rd intake briefing. Staff is actively planning a landlord education event for sometime later this year.

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
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 owner of 6 Watson Street opted out from the program. This was going to be the last housing rehabilitation. The Town of Onancock submitted an extension request of three months to complete the sidewalk work on Pine Street. If the extension request is approved, staff plans on one more housing rehabilitation at 2 Watson Street.

3690	<i>Occhannock Neck Road Project</i>	Eric Horito
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All houses on Occhannock Neck Road are complete. The potential buyer for the Lot 1 house was unable to secure a loan. Will be working with a realtor to sell the two available homes.

3823	<i>Accomack County VA HMGP 4291-VA-009 Elevation Project</i>	Eric Horito
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Staff is working on closing out this grant.

4710	<i>Accomack County VA 4401-VA-016 Elevation/Acquisition Project</i>	Eric Horito
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Staff met with the contractor and homeowner to discuss plans to move forward due to the high cost of the project. The homeowner will contribute any additional funds that's needed to pay for work that is outside the amount covered in the grant.

3340

Holland Lane - Cheriton Planning Grant

Eric Horito

In the process of closing this project.

4401

VDH Septic and Well Assistance Program

Eric Horito

All septic installation work has been completed. Compiling completion reports for the Virginia Department of Health.

3337

Chincoteague Septic System Program

Eric Horito

Contracts have been prepared and will be signed shortly. Waiting for one more permit from VDH and will bid out four more septic systems.

7. Grants

The Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund (VBAF) grant 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, in consultation with the Virginia Department of Environmental Quality (VDEQ).

For the property known as Elliott Automotive on Route 13 in Exmore and Nassawadox, staff is seeking to apply for a Site Remediation Grant in the amount of \$500,000. to assist with the costs of:

- (i) environmental and cultural resource site assessments;
- (ii) development of remediation and reuse plans; and
- (iii) demolition and removal of existing structures, if necessary, to abate the hazardous material or other site work required to make a site or certain real property usable for new economic development.

Staff is seeking authority to apply for a Virginia Brownfields Restoration and Economic Redevelopment Assistance Fund (VBAF) grant.

In addition, staff is seeking approval to apply for Site Assessment and Planning Grants in the amount of \$50,000 each for the following properties:

1. Parksley Shirt Factory, Parksley
2. Former Parksley Hotel, Parksley
3. Phillips Hardware Store, Belle Haven (Accomack County)

4. Exmore Train Station, Exmore
5. Old Produce Exchange Building, Onley
6. Trehernville Access Road, Trehernville

If successful, funding will allow site assessments of these properties to move forward. In the future, Site Remediation Grants up to \$500,000 could be applied for that, if successful, could be used to fund remediation, planning studies, certain demolition projects, etc.

Commissioner Crockett moved to retroactively approve applying for the Elliott Automotive Site Remediation Grant and moved to authorize applying for Site Assessment & Planning Grants for the six properties previously listed. It was seconded by Commissioner Major, the motion was carried by unanimous vote.

8. Executive Director's Memo

Federal Funds Report

FHWA informed us that the Bike Trail agreement review was unable to be completed before the government shut down. They stated it would be reviewed at the beginning of the new federal fiscal year.

2025 Community Survey

There have been 106 online surveys accepted and approximately 50 were collected at the Eastern Shore Agricultural Fair.

The next step will be to use these initial surveys to develop themes that can be tracked. The survey will also be modified slightly. We will add explanatory text to some questions where individuals have taken exception.

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.

Vaulted Deep Well Injection Project

A company called Vaulted Deep attended the September Groundwater Meeting virtually and asked to be placed on the agenda for October. They are pursuing the development of an injection well site in Accomack. The company injects a waste slurry into deep aquifers for carbon storage. The slurry would be sourced from chicken litter. The aquifer they are interested in is 2,000' below the base of the drinking water aquifer at approximately 5,000' deep. They will be giving a presentation to the Ground Water Committee meeting on October 21. Administrator Mason has told them that the zoning ordinance did not mention this as a use and therefore the zoning ordinance does not allow this use.

9. Other Matters

Elaine Meil's contract is expiring soon. She presented her evaluation to the Board.

Commissioner Crockett made a motion to discuss this in closed session at the November meeting. It was seconded by Commissioner Hart, the motion was carried by unanimous vote.

10. Public Participation

Representatives from Vaulted Deep were present at the meeting and introduced themselves. They are actively interested in the development of an injection well site in Accomack County. They invited anyone who was interested in learning about them to attend the Eastern Shore Ground Water Committee Meeting on Tuesday, October 21, 2025, at 10:00 a.m. at the Eastern Shore Chamber of Commerce / Board Room in Melfa, Virginia.

11. Next Meeting

The next meeting is scheduled for Monday, November 17, 2025.

13. Adjournment

There being no further business brought before the Commission, Commissioner Hart moved to adjourn the meeting. It was seconded by Commissioner Leatherbury, the motion was carried by unanimous vote. The meeting was adjourned at 7:22 p.m.

Chairman, Betsy Mapp

Executive Director, Elaine K. N. Meil