

ACCOMACK-NORTHAMPTON PLANNING DISTRICT COMMISSION
MINUTES OF THE
October 21, 2024 Meeting
ENTERPRISE BUILDING
ACCOMAC, VIRGINIA

COMMISSIONERS PRESENT:

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

COMMISSIONERS ABSENT:

Adam Charney	Northampton County
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OTHERS PRESENT:

Russ Williams	Sandy Taylor
Anne Doyle	Eric Luchansky
Leanna Rasmussen	Vernon, Bayside Community
Myra-Riley Taylor	

1. Call to Order

The October 21, 2024 meeting of the Accomack-Northampton Planning District Commission (A-NPDC) was called to order by Chairman Mapp at 7:01 p.m.

2. Invocation

Commissioner Washington offered the Invocation.

3. Minutes of the September 16, 2024 Meeting

The Minutes of the September 16, 2024 Meeting were presented. Commissioner Hart moved to approve the minutes as presented. Seconded by Commissioner Turner, the motion was carried by unanimous vote.

4. Public Participation

Myra-Riley Taylor and Vernon from the Bayside Community in Onanocck, Virginia attended the meeting. There was no public discussion.

5. Financial Status Report

The report indicated that 21.04 percent of the FY 2025 Budget had been expended while 25 percent of the fiscal year had passed.

Commissioner Crockett asked if there were any issues during the audit. Ms. Taylor stated that there were no issues and the draft audit would be presented next meeting. Commissioner Washington asked when the audit was usually held. Ms. Taylor stated that the A-NPDC has an annual audit, and the auditors come in July and September of each year.

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

6. 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. Seconded by Commissioner Hart, the motion was carried by unanimous vote.

7. Projects

Informational Items

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
3600 - Drone Medical Package Delivery	A. Doyle
3592 - Bay Act DEQ BMPs	A. Doyle
3211 - USDA for Melfa Industrial Park for Economic Development Authority	A. Doyle
3526 - VCZMP Technical Assistance & Resiliency Planning	A. Doyle
3401 - VDOT Rural Transportation Planning	A. Doyle
3589 - VDEM Hazard Mitigation Plan 2026	A. Doyle
3221 - Wachapreague Sewer Installation Project	A. Doyle
3587 - Navigable Waterways Committee	K. Singleton
3571 - A-N Ground Water Committee Projects	E. Meil
3334 - Agricultural Study	K. Singleton
3580 - DEQ Chesapeake Bay WIP	E. Luchansky
3764 - Town of Parksley Downtown Revitalization	A. Doyle
3353 - Waterway Dredging Northampton County - Nassawadox Creek Phase 1	K. Singleton
3365 - Waterway Dredging Northampton County - Nassawadox Creek Phase 2	K. Singleton
3351 - Waterway Dredging Northampton County - Kings Creek Phase 2	K. Singleton
3355 - Waterway Dredging Northampton County - Red Bank Creek Phase 1	K. Singleton

3352 - Waterway Dredging Accomack County - Folly Creek Phase 1	K. Singleton
3354 - Dredge Material Management Initiative	K. Singleton
3218 - Safety Action Plan - USDOT Safe Streets for All Program	A. Doyle
3675- FHWA RAISE Grant for ESRT	A. Doyle

3220	<i>Economic Development Administration - Economic Development Planning</i>	Anne Doyle, ext. 115
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Contributing to regional economic development, a strategic market planning study had begun that would focus on the agriculture/aquaculture and aerospace industry sectors. Related supplier and service commercial sectors would be included. Staff continued to make progress on the new Comprehensive Economic Development Strategy (CEDS) that would be developed and released to the region by 2026. The plan must be electronically with an ability to update the economic indicators and inform the plan on a quarterly basis. Progress continued to be made as time and funding permitted.

3600	<i>Drone Medical Package Delivery</i>	Anne Doyle, ext. 115
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Project staff from ODU's Virginia Institute for Spaceflight and Autonomy, DroneUp and A-NPDC participated in the Uncrewed Aerial Systems Symposium at NASA Wallops Flight Facility on October 16, 2024. The symposium provided a common venue for researchers, platform providers and NASA scientists to come together to share ideas and discuss technical and operational challenges. The final demonstration for drone medical package and specimen delivery on Tangier Island has been rescheduled for October 23, 2024. Staff awaited notice on the \$15 million grant application for Stage Two of the project that will operationalize the initiative on the Eastern Shore and in some of Virginia's other medically underserved regions. Finally, on October 18th, A-NPDC will be at the ESCC's Talent Pipeline Event with DroneUp, Riverside and ODU to describe career opportunities in advanced air mobility as part of the project's workforce development.

Commissioner Hart asked where the drone was departing and arriving. Ms. Doyle responded that the drone would depart from Riverside Shore Memorial Hospital in Onley, Virginia and arrive at the Health Clinic on Tangier. Commissioner Hart asked the estimated time of the drone flight. Ms. Doyle stated that the one way flight of the drone is about ten minutes.

3592	<i>Technical Assistance for the Bay Act</i>	Anne Doyle, ext. 115
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A-NPDC invited incorporated town leaders to a September 10th information and training session on resilience measures and compliance with the Chesapeake Bay Preservation Act. The event was held in Eastville and assisted Eastern Shore towns to incorporate Bay Act measures into their comprehensive plans and zoning documents so that resilience measures become part of every town's planning process.

3211	<i>USDA Rural Business Development Grant</i>	Anne Doyle, ext. 115
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Staff coordinated an Economic Development Authority (EDA) steering committee meeting on October 14, 2024 consisting of regional business leaders. The purpose of the meeting was to get input from the key stakeholders of the types of businesses they would like to see established in the Melfa Industrial Park. Their information will inform a regional marketing strategy currently being developed by bGlobal Consulting Group. Upon conclusion of the meeting Taylor and Tucker Terry conducted a tour of the former Bloxom Agriculture Center that is now owned by the EDA and leased to the Terrys. The Terrys are using the Hub for shellfish operation. Additionally, they have conceptualized a regional Hub where they plan to start-up a fin fish processing center. Virginia Tech is integral to the fin fish venture, having provided market research and technical assistance.

3526	<i>VCZMP Technical Assistance & Resiliency Planning</i>	Anne Doyle, ext. 115
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Staff conducted a "Community Needs for Resilience Planning" training session in September that was attended by 25 town mayors, vice mayors, clerks and other town managers. The agenda highlighted the successful resilience projects in Oyster and Saxis and provided training and tips for incorporating resilience into Eastern

Shore comprehensive, zoning and other plans. A-NPDC has hired a new Coastal Planner beginning on October 16th who will manage the GroundWater Committee as well as managing the Department of Environmental Quality and Department of Conservation and Recreation grants.

3401

VDOT - Rural Transportation Planning

Anne Doyle, ext. 115

Staff was assisting the Eastern Shore Rail Trail Foundation by attending public outreach events, including the ESVA Ag Fair. A-NPDC is also printing rack cards for the Foundation in both English and Spanish language in order to increase public awareness and support of the Eastern Shore Rail Trail. In compliance with the Rural Work Program, staff attend the Accomack Northampton Transportation District Commission monthly meetings. A-NPDC has also been granted access to the Metropolitan Planning Organization (MPO) "Planning Connection" SharePoint page run by the Office of Intermodal Planning & Investment (OIPI) and VDOT for data access and collaboration.

Accomack-Northampton Planning District Commission Title VI/Nondiscrimination Assurance

The A-NPDC, as a condition to receiving any Federal financial assistance from the U.S. The Department of Transportation, through the Federal Highway Administration, was subject to sign and comply with the Title VI of the Civil Rights Act of 1964. Commissioner approval to have Executive Director Meil sign the Title VI Assurance on behalf of the A-NPDC was requested. Commissioner Hart moved to approve the signature of the Title VI Assurance. Seconded by Commissioner Turner, the motion was carried by unanimous vote.

3589

VDEM Hazard Mitigation Plan 2026

Anne Doyle, ext. 115

Staff continued to discuss statewide hazard mitigation planning in conjunction with regional resilience planning. Staff is organizing a meeting with VDEM and FEMA resource personnel. The Eastern Shore Disaster Preparedness Coalition has agreed to partner with the A-NPDC, adding Hazard Mitigation Planning to its quarterly meeting agenda; its next meeting is on October 24th.

3221

Wachapreague - HUD and DEQ

Anne Doyle, ext. 115

All project and expenditure reports have been prepared and a reimbursement request has been submitted to DEQ. Staff was granted access to the Department of Housing and Urban Development's (HUD) Disaster Recovery Grant Reporting System (DRGR). The project's action plan was successfully submitted and approved in DRGR in order to draw down \$750,000 in HUD congressional earmark funding. The Hampton Roads Sanitation District (HRSD) has agreed to cover \$53,409 of the \$60,000 shortfall for Change Order 6. This has not halted construction of the Wachapreague sewer installation project.

3587

Eastern Shore Regional Navigable Waterways Committee (ESRNWC)

Kellen Singleton, ext. 114

The Nassawadox Creek project had submitted its Joint Permit Application and was awaiting issuance from the regulatory agencies before moving to the construction phase. A-NPDC staff and committee members met with VMRC staff on 8/16 to discuss Nassawadox Creek DMMP considerations. Nearshore berm disposal is under reconsideration. Red Bank Creek and Folly Creek dredging projects remain in the active design phase. A topo survey for Folly Creek has been completed. The committee has decided to move forward with contractor-sourced material management with priority efforts in the absence of other alternatives. The Virginia Port Authority has approved the dual MPPDC/A-NPDC Dredge Material Management Effort allocating up to \$3,048,500 to the Middle Peninsula Chesapeake Bay Public Access Authority for planning efforts. The Memorandum of Understanding is currently under review. On June 25th, the Northampton Board of Supervisors adopted a resolution to request the transfer of the remaining balance, \$993,144.77 of the Kings

Creek Dredging Project VPA Funds to the Nassawadox Creek Dredging effort. Tangier Shoreline Protection and Resilience Working Group has been organized to coordinate local, state, federal, and private efforts to protect shorelines and increase the resiliency of the Tangier community. On May 30, 2024, USACE held a public informational meeting in Saxis to inform the public about the Pocomoke Sound Oyster Restoration initiative, part of the Chesapeake Bay Oyster Recovery Program, which focuses on restoring oyster populations in the Tangier-Pocomoke Sound region. The next ESRNWC meeting will be held on Thursday, October 17, 2024, at the Enterprise Building.

3353

Waterway Dredging Northampton County - Nassawadox Creek Phase 1

Kellen Singleton, ext. 114

The dredging of Nassawadox Creek is scheduled to begin after the completion of Phase 1B, which focuses on the material management plan, including securing necessary permits and addressing environmental concerns. This phase is crucial for ensuring the proper and compliant management of dredged material. Funding has also been secured for a Dredge Material Management Initiative that will expedite future dredging efforts. While the exact duration and extent are still being finalized, it is expected to address significant navigation and environmental issues in a 24,200 cubic yard area at the mouth of Nassawadox Creek. The Eastern Shore Regional Navigable Waterways Committee (ESRNWC) is collaborating closely with local stakeholders and regulatory bodies to ensure a comprehensive approach. A-NPDC staff and committee members met with VMRC staff on 8/16 to discuss Nassawadox Creek DMMP considerations. Nearshore berm disposal is under reconsideration by VIMS and the VMRC. Upland material management alternatives are being explored including contractor-sourced mainland disposal and Tangier Island beneficial use.

3571

A-N Ground Water Committee Projects

Elaine Meil, ext. 116

The GroundWater Committee met on October 15th. Staff had been advertising the 2024 well testing program and obtaining applicants with Columbia wells. Outreach efforts have included newspaper and Facebook advertisements, flyers in the Eastern Shore post offices and direct mail. Fifty-two applications have been received. The well testing program is expected to begin in October 2024.

3334

Agricultural Study

Kellen Singleton, ext. 114

Dr. Abhilash Chandel of Virginia Tech had delivered study deliverables which are currently under review by staff including 32 years of Virginia Eastern Shore climate, planting, yield, and satellite data totaling 26 TB of data for the project and a dashboard for presenting and accessing the data. The dashboard enables multiple scenarios to be examined that will inform crop production on the Eastern Shore. Dr. Chandel's progress was presented to members of the Coastal Planning District Commission at its May 23, 2024 meeting.

3580

DEQ Chesapeake Bay WIP

Eric Luchansky, ext. 118

Staff continued to educate clients on the proper use of well and septic systems.

3218

Safety Action Plan - USDOT Safe Streets for All Program

Anne Doyle, ext. 115

Staff conducted kickoff meetings with both the VDOT Safety Office in Richmond and the Federal Highway Administration (FHWA). VDOT will be performing the crash data analysis for the comprehensive safety action plan. FHWA is the plan's grantor. November is the projected start date of the project.

A-NPDC's engineering firm Alpha Consulting has provided an updated engineer's cost estimate for the project as well as a revised logical termini report. Both have been submitted to FHWA and staff are waiting for agency comments.

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.

366250 - Continuum of Care (CoC)	J. Hope
3661 - HUD-Housing Counseling Services	A. Wert
3662 - VHDA HCE Foreclosure/Housing Counseling	A. Wert
315710 - Family Self-Sufficiency (FSS)	A. Press

366250***Continuum of Care (CoC)***

Jen Hope, ext. 123

Community Partners of the Eastern Shore's General Membership met on September 11th at ESCC. Planning for the Homeless Point-In-Time count has begun. The count is scheduled for January 22nd. A-NPDC staff will again be participating in the overnight canvas. Riverside is conducting a drug take back event on October 26th. ESCC will have their Career Adventure Day on October 18th.

3661***HUD Housing Counseling Services***

Andrea Wert, ext. 125

26 clients were receiving homeownership counseling. 5 clients have prequalified for a loan and were looking for a home, but due to USDA freezing funding they have now been put on a waitlist. 4 clients had received a pre-approval through Virginia Housing for a mortgage (two are current Section 8 clients). 21 clients were working to repair their credit, pay down debt, and increase their savings and/or income. 2 clients should be ready to secure mortgage approval in 2024 barring any unforeseen setbacks. There are no current foreclosure clients. 6 clients had successfully purchased homes in the past 21 months, and 3 of these families were formerly Section 8 tenants.

3662***Virginia Housing Counseling & Education***

Andrea Wert, ext. 125

Staff continued to conduct Financial Literacy, Rental Topics, and Fair Housing classes for new HCV recipients during intake briefings. These briefings are being held monthly, with 8-15 attendants in each class. Staff is still seeking partners for 1st Time Homebuyer Certification classes. Certification classes require commitment from realtor and a mortgage professional, including required training. Virginia Housing offers on-line training as an alternative to the in-person classes.

Commissioner Major asked what the time difference would be of the in-person class vs the online class. Mr. Williams stated the in-person class would be a one-time, 3-hour class; and the online class would be about the same.

HUD awarded A-NRHA the Family Self Sufficiency (FSS) program as a supplement to administration of the HCV/Section 8 program. FSS offers financial incentives to qualified working HCV families, including escrow accounts and one-on-one housing counseling. The goal of the program is to build credit and assets in an effort to graduate from assistance and purchase a home, or otherwise become self-sufficient. FSS aligns well with our existing Housing Counseling programs. Staff have begun enrolling qualified applicant families into the program.

Commissioner Hart asked if the A-NPDC was still assisting the homeless population. Mr. Williams stated that 100 assessments had been completed since July, and there is still available funding for those who qualify. The HUD description of the homeless is more descriptive than what “we” would think. Mr. Williams also mentioned that the Point-In-Time count for 2025 will take place on January 22nd.

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. Luchansky
3690 - Occhannock Neck Road Project	E. Luchansky
3823 -FEMA - VDEM Accomack County	E. Luchansky
4710- HMGP - DR-4001 & DR-4411	E. Luchansky
3801 - East Horntown CDBG Planning Grant	E. Luchansky
3340 - Holland Lane CDBG Planning Grant	E. Luchansky
4401 - VDH Septic and Well Assistance Program	E.
Luchansky	
300660 - Makemie Park Urgent Need Project	E. Luchansky

300640

Town of Onancock - Northeast Neighborhood

Eric Luchansky, ext. 118

15 Watson was complete. 5 Spady Lane and 30 Boundary Avenue are scheduled to begin at the beginning of November. 29 Church Street was scheduled for demolition in early November.

3690

Occhannock Neck Road Project

Eric Luchansky, ext. 118

The footers for the two-bedroom home are dug. The footers are expected to be dug for one bedroom this week. Foundation work for both homes is expected to begin in the last week of October. Staff is working with the drafting company to meet the demands of Northampton County’s building and zoning for the duplex. Approval of these building plans have been unusually difficult and have delayed the project 6 weeks.

Bids to clear land in Cheriton came back within budgetary range. Staff was in talks with the lowest responsible bidder.

3823

Accomack County VA HMGP 4291-VA-009 Elevation Project

Eric Luchansky, ext. 118

Please see the below breakdown of the six elevations in the project.

Address	23406 Saxis Road	20055 Saxis Road	19449 Saxis Road	20397 Saxis Road	8146 Wayne's Drive	8057 Bobby's Lane
Assessment	\$112,600	\$112,500	\$192,800	\$177,600	\$162,100	\$63,400
Construction Cost	\$146,533	\$159,965	\$238,069	\$152,146	\$151,633	\$139,988
Square footage/Price Per	1188 sqft/ \$123.34 per sqft	1030 sqft/ \$155.31 per sqft	1958 sqft/ \$121.58 per sqft	1472 sqft/ \$103.36 per sqft	1476 sqft/ \$102.73 per sqft	1476 sqft/ \$94.84 per sqft

4710

Accomack County VA 4401-VA-016 Elevation/Acquisition Project

Eric Luchansky, ext.
118

The attorney issued the settlement papers to acquire and demolish one home in Sanford. Staff was working with the family to ensure a smooth relocation transition. Please see the below cost breakdown for 18658 Johnsons Landing Road.

Address	18658 Johnson Landing Road
Assessment	\$412,700
Construction bids	\$459,758
Square footage/Price Per	1840 sqft/ \$249.87 per sqft

Commissioner Hart asked what the construction bid was for the Harborton house in his district. Mr. Luchansky stated it was around \$492,000. This elevation had been denied due to the price. Mr. Luchansky stated that if they changed the design/materials of the foundation, then the costs would be lower. Commissioner Crockett asked if Staff had a policy for the bids. Mr. Luchansky stated that there was no current policy in effect. Commissioner Crockett requested that Staff create a written policy that states a cap amount for construction bids. His idea was to take an average on the bids by each zone area and come up with a reasonable amount. Commissioner Crockett also requested options for the project.

3801

East Horntown Planning Grant

Eric Luchansky, ext. 118

Staff had submitted a grant to demolish four derelict homes and rebuild 5 substandard homes.

3340

Holland Lane - Cheriton Planning Grant

Eric Luchansky, ext. 118

Staff had submitted a grant to demolish one derelict home and rebuild two substandard homes. Staff was working with DEQ to repair the two proposed house wells and septic systems.

4401

VDH Septic and Well Assistance Program

Eric Luchansky, ext. 118

The issues of 21247 Bayside have been passed along to the VDH. The project is complete unless otherwise directed by VDH.

One well was expected to be dug in Nassawadox in late October. One well and one septic in Painter was expected to be dug and installed by late October.

One alternative septic system had been installed in Melfa as of early October.

300660

Makemie Park Urgent Need Project

Eric Luchansky, ext. 118

The site was decommissioned and the remaining well has been dug. The project was nearing completion.

8. Executive Director's Memo

In absence of Executive Director Meil, Ms. Taylor presented the Executive Director's Memo.

Enterprise Building

Procurement was complete to study the sewer connection.

2024 Columbia Well Regional Testing

The 2024 Columbia Well Testing Regional testing was conducted the week of October 28.

VDH Meeting of Local Health District Directors - The Future of Public Health

Executive Director Meil was serving as a panelist at the statewide meeting of Local Health Directors on the topic - Panel Discussion Concerning Safe and Affordable Housing as a Social Determinant of Health.

9. Chairman's Report

Chairman Mapp had no report.

10. Other Matters

Ms. Taylor asked Commissioners if they would still like to receive paper copies of the meeting agenda in the mail, or if they would like them to be sent via email and receive the paper copy the night of the meeting. The increase of postage and delays in the mail system have caused some Commissioners to not get their meeting agendas on time. Other meetings such as the ESVHA and A-NRHA have opted to receive their meeting agendas via email. Commissioners discussed and most would still like their packets received through the mail.

11. Adjournment

There being no further business brought before the Commission, Commissioner Hart moved to adjourn the meeting. Seconded by Commissioner Crockett, the meeting was then adjourned.

Chairman, Betsy Mapp

Executive Director, Elaine K. N. Meil