

ACCOMACK-NORTHAMPTON PLANNING DISTRICT COMMISSION
MINUTES OF THE
May 19, 2025 Meeting
ENTERPRISE BUILDING
ACCOMAC, VIRGINIA

COMMISSIONERS PRESENT:

Robert Crockett	Accomack County
C. Reneta Major	Accomack County
Mike Tolbert	Town of Chincoteague
John Coker	Northampton County
Rev. Charles J. Kellam	Northampton County
Betsy Mapp	Northampton County
Gwendolyn F. Turner	Accomack County
Donald L. Hart, Jr.	Accomack County
Calvin Washington	Accomack County
Vanessa Johnson	Accomack County

COMMISSIONERS ABSENT:

Adam Charney	Northampton County
Donna Smith	Accomack County
L. Dixon Leatherbury	Northampton County

OTHERS PRESENT:

Anne Doyle
Sandy Taylor
Elaine Meil
Eric Luchansky
Faith Lewis
Russ Williams

1. Call to Order

The May 19, 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 Rev. Kellam offered the Invocation.

3. Minutes of the April 21, 2025 Meeting

The minutes of the April 21, 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 with two exemptions.

4. Financial Status Report

The report indicated 82.52 percent of the FY 2025 Budget had been expended while 84 percent of the fiscal year had passed.

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

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. FY 2025 Budget Amendments

There were three budget amendments which resulted in an increase to the FY 2025 budget. The net change to the FY 2025 budget was \$203,373.88. They were listed as follows:

3334 VRA - Ag Study \$12,000.00

3600 DroneUp \$50,000.00

These included additional administrative funds.

3605 DroneUp \$706,373.88

This included additional pass-through funds.

Commissioner Crockett moved to approve the Budget Amendments. It was seconded by Commissioner Turner, the motion was carried by unanimous vote.

7. FY 2026 Budget Draft / Annual Work Program

The Budget Committee will meet at 6:30 p.m. prior to the June 16, 2025 A-NPDC meeting. They will review the proposed FY 2026 Budget/Annual Work Program. All commissioners are welcome to attend. Elaine Meil gave a brief overview of some of the Projected Revenues and Expenditures included in the budget.

8. 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
3547 - DEQ/CZM Technical Assistance & Resiliency Planning	R. Chandler
3401 - VDOT Rural Transportation Planning	A. Doyle
3589 - VDEM Hazard Mitigation Plan 2026	R. Chandler
3221 - Wachapreague Sewer Installation Project - In Close-out	A. Doyle
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. Luchansky
3675 - FHWA BUILD/RAISE Grant for ESRT	A. Doyle

3220	<i>Economic Development Administration - Economic Development Planning</i>	Anne Doyle, ext. 115
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The Eastern Shore Economic Development Committee constitutes the region's sole economic development program. Despite interrupted annual funding from the federal Economic Development Administration, A-NPDC's staff coordination of this regional Committee nonetheless continues with the next meeting scheduled for Thursday, June 5th at 2:00pm. Presentations will be made on the progress of the region's development of its industrial parks.

3211	<i>USDA Rural Business Development Grant</i>	Anne Doyle, ext. 115
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Consultant bGlobal is completing three tasks for the Economic Development Authority of Accomack County at the Melfa Industrial Park: 1) a current market assessment based upon economic indicators and interviews with business leaders and stakeholders, 2) a site development plan based upon options for subdivisions and utility enhancements, and 3) preparation of a comprehensive market strategy to attract complementary businesses with marketing materials to support the park. Also part of the grant is a stormwater master plan that will be completed this month, providing useful information for prospective park tenants.

A-NPDC Staff provided the Water Supply Planning contacts for localities and the Regional Planning Area to DEQ by the due date of December 8, 2024. The DEQ Water Supply Plan kick-off meeting was held on March 13, 2025 at the Parksley Regional Library & Heritage Center. All 19 Eastern Shore towns and both county representatives were invited. Sixteen representatives attended the meeting, from both counties, the Town of Wachapreague, Virginia American Water, the VA Dept. of Agriculture and Consumer Services, and North America Electrical Services as well as representatives from the Farm Bureau and local farmers. The resolution for the A-NPDC to be the RPU for Accomack and Northampton counties and the Town of Chincoteague was approved at the last commission meeting on 3/17/2025.

The Shore Strong Project plan overview and timeline were submitted to DEQ on 12/04/2024 and project discussion meetings were attended on 1/13/2024 and 3/03/2025. Facilitator training for the Chincoteague Photovoice project was held on 2/06, 2/10, and 2/13 which was attended by A-NPDC staff, Rita Chandler and Sherry Dudas. A-NPDC staff will be co-facilitating the project with the kick-off meeting scheduled for 6/03/2025 at the Chincoteague Community House. It will consist of three sessions, 6/3/2025, 7/8/2025, and 8/10/25. Anyone ages 16 and up are invited to attend the sessions.

Ann Doyle invited those interested to attend the Eastern Shore Leadership Meeting for Coastal Resiliency to be held on May 28, 2025 at 10 a.m. to 12 p.m. at the Eastern Shore Community College's Workforce Building Conference Room. The guest speaker will be Tom Leigh from the Alliance for the Chesapeake Bay.

Staff participated in DEQ Coastal Hazards Phase I 309 Assessment meeting on 2/06/2025 and Phase II 309 Coastal Hazards Assessment meeting 3/4/2025.

Staff submitted to VDOT the scope and work program for FY 2026 Transportation Planning application. Staff also submitted to VDOT an updated Title VI Plan that must be approved by the Federal Highway Administration. A-NPDC will assist in the ground breaking ceremony for the Cape Charles-to-Cheriton segment of the Eastern Shore Rail Trail. A-NPDC is also producing marketing materials for the Trail's public outreach and development efforts, and planning for the Eastern Shore Rail Trail Foundation's website update and tie-in to social media.

Planning is underway for the update to the Hazard Mitigation Plan. The kick-off meeting for updating the Hazard Mitigation Plan was held on 2/14/2025. The first Project Management Team Meeting was held on 3/17/2025 attended by fourteen people, including representatives from both counties, VDEM, VIMS, Public Safety, A & N Electric Cooperative, and A-NPDC

staff. A check-in meeting with the consultant was held on April 3, 2025. The next meeting is scheduled for 5/21/2025.

A Public Survey for the Eastern Shore of VA Hazard Mitigation Plan Update was discussed. It can be found at the libraries and the college. It will be broadly spread throughout the Community.

3221

Wachapreague - HUD and DEQ

Anne Doyle, ext. 115

The Wachapreague project is now in project close-out phase, with all sewer lines and grinder pumps fully installed, connected and operating. The contractor's final inspection was completed and the final, approved invoices will be paid and submitted for reimbursement.

3587

*Eastern Shore Regional Navigable Waterways Committee
(ESRNWC)*

Kellen Singleton, ext. 114

The ESRNWC held their second CY quarterly meeting on April 17, 2025. Representatives from the U.S. Coast Guard and Army Corps of Engineers were in attendance. Regional dredging needs and ATON updates were discussed including the substantial loss of seaside aids to navigation and public awareness. 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. The Committee's next meeting will be held on August 21, 2025 at the A-NPDC Enterprise Building.

3353

*Waterway Dredging Northampton County - Nassawadox Creek
Phase I*

Kellen Singleton, ext. 114

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. 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. The total estimated

cost for the Nassawadox Creek Dredging & Tangier Upland Disposal Project is \$4.191 million, accounting for all necessary activities, contingencies, engineering and administrative requirements, which is now fully funded. Staff and engineers will now move forward with potential Tangier placement site characterization, including wetland delineation.

3352 *Waterway Dredging Northampton County - Folly Creek Phase I* Kellen Singleton, ext. 114

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.

3354 *Dredge Material Management Initiative* Kellen Singleton, ext. 114

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 is being worked on between MPPDC and A-NPDC. A draft agreement is under review by the MPPDC Executive Director.

3571 *A-N Ground Water Committee Projects* Rita Chandler, ext. 111

The Ground Water Committee met on April 15. The Committee sent a comment letter to DEQ regarding a new withdrawal for the Yorktown, where the wells have not been drilled, that was required to conduct an alternative source investigation of the Columbia surficial aquifer but only within the next ten years. DEQ responded but issued the permit for the Yorktown. A letter was sent to DEQ Director Rolband expressing concerns. He responded on March 11, 2025, stating that DEQ's analysis determined the Lower Yorktown Eastover aquifer would not be negatively impacted by the withdrawal levels presented in the draft permit when considered with all other withdrawals from the aquifer. Director Rolband also stated that he will direct staff to look into ensuring compliance with regulations for alternative (surficial) aquifer testing and evaluation within 10 years of permitting for all facilities required to conduct alternative source investigations. The Committee may be requesting legislative changes to the Code of Virginia and Virginia Administrative Code.

Residential well testing results were received and sent out on 2/10/2025 to the residents who participated in well water testing in October 2024. The two sites that tested positive for E.Coli were retested on 4/15/2025 and the re-test results were provided to the homeowners on 4/17/2025 along with a Virginia Cooperative Extension information paper on household water quality, "Bacteria and Other Microorganisms in Household Water".

Location	TC (MPN/100 mL)		EC (MPN/100 mL)	
	10/29/2024	04/15/2024	10/29/2024	04/15/2024
Atlantic (A-18A)	> 2,420	1,410	64	< 1
Silver Beach (N-35A)	411	517	1	1

The Silver Beach location was visited in person by an A-NPDC Staff member to review the results. The homeowner was not at home, but the results along with recommendations and phone contact information was left at the door.

3580

DEQ Chesapeake Bay WIP

Eric Luchansky, ext. 118

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

3218

Safety Action Plan - USDOT Safe Streets for All Program

Harvey Spurlock, ext. 127

The contract has been signed with Kimley Horn for preparation of a comprehensive Safety Action Plan. VDOT will be performing the crash data analysis. A fourteen-member steering committee has been formed with a kickoff meeting to be scheduled.

Staff is determining if the submission of an application for a SS4A demonstration grant is feasible. A demonstration grant can be used for; quick-builds using temporary materials, feasibility studies, MUTCD [Manual on Uniform Traffic Control Devices] engineering studies, behavioral or operational activity pilot programs and/or new technology pilot programs. The submission deadline is June 26.

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

3675

USDOT RAISE Grant - Eastern Shore Rail Trail

Anne Doyle, ext. 115

A-NPDC has worked with its assigned coordinator at the Federal Highway Administration (FHWA) to execute the Project Administration Agreement.

On behalf of the Eastern Shore Rail Trail Foundation and VDOT, Anne Doyle invited the Commissioners to attend a Groundbreaking Ceremony on May 22, 2025 at 2 p.m. It will be held at N. Mason Avenue in Cape Charles, VA. It is to celebrate the Eastern Shore Rail Trail's first paved section from Cape Charles to Cheriton.

3620

Delmarva Agricultural Community Resilience Project

Sherry Dudas, ext. 129

This project, led by Virginia Tech and NOAA, will develop 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 has compiled resources for outreach for next steps, which is to survey Cooperative Extension agents and other staff. A meeting of the Delmarva Alliance of Adaptation Practitioners and Community Resilience Project was held at the Pocomoke River Park on 4/25/2025 and was attended by A-NPDC Staff.

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
315710 - Family Self-Sufficiency (FSS)	C. Guzman

366250

Continuum of Care (CoC)

Jen Hope, ext. 123

The Community Partners of the Eastern Shore General Membership meeting scheduled for May 14th was cancelled. The next General Membership meeting will be July 9th. Raw numbers for the Annual Homeless Point-In-Time Count have been issued indicating a decrease in local homelessness reported. The Virginia Department of Housing and Community Development (DHCD) typically issues the final report during the summer. Staff will present the final numbers to the Commission once the report is issued.

15 clients are receiving homeownership counseling. 5 clients have received a pre-approval through Virginia Housing for a mortgage (two are current Section 8 clients). 15 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. Saved one home from foreclosure by helping clients to negotiate a deferment with the lender. 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. Staff is conducting briefings once a month, with 5-10 attendants in each class. Staff is still seeking partners for 1st Time Homebuyer Certification classes. The application for this ongoing project has been submitted. Level funding is expected.

HUD awarded A-NRHA the Family Self-Sufficiency (FSS) program as a supplement to the 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 are actively recruiting qualified families from the existing Section 8 tenant roster.

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
4401 - VDH Septic and Well Assistance Program
300660 - Makemie Park Urgent Need Project

E. Luchansky
E. Luchansky
E. Luchansky

300640

Town of Onancock - Northeast Neighborhood

Eric Luchansky, ext. 118

8 Watson Street is demolished. 30 Boundary Avenue is complete. 5 Spady Lane is complete. 4 Cross Street is complete. 12 Church Street is 50% complete. Once VDOT approves the design for sidewalks, contracts for construction will be signed.

3690

Occohannock Neck Road Project

Eric Luchansky, ext. 118

The two-bedroom home (Lot 1) is complete and sold, as is the two-bedroom home (Lot 3). The one bedroom home (Lot 2) is for sale.

3823

Accomack County VA HMGP 4291-VA-009 Elevation Project

Eric Luchansky, ext. 118

No update.

4710

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

Eric Luchansky, ext. 118

We are in queue to have the acquired home demolished in Sanford. The project will be demolished at the end of the month.

3801

East Horntown Planning Grant

Eric Luchansky, ext. 118

The planning grant is closed out.

3340

Holland Lane - Cheriton Planning Grant

Eric Luchansky, ext. 118

No update.

A septic system is expected to be installed in Temperanceville in early June.

All paperwork has been submitted to close out this grant.

9. Grants

Horizon Farm Credit's Community Investment Grant Program

In addition, staff is seeking to apply for an additional \$10,000. For the cash match from Horizon Farm Credit's Community Investment Grant program. Authorization to apply was requested.

Authority to apply for the Horizon Farm Credit's Community Investment Grant Program was being requested. Commissioner Crockett moved to authorize applying for the Horizon Farm Credit's Community Investment Grant Program. It was seconded by Commissioner Hart, the motion was carried by unanimous vote.

10. Executive Director's Memo

Federal Funds Report

No change to the Virginia Department of Emergency Management on two remittance requests.

The US Department of Housing and Urban Development (HUD) approved staff for access to the online system to draw down the entirety of one grant which expires at the end of April. Staff sent the remittance through the system and the Richmond Field Office, awaiting payment approval.

No change to the Economic Development Administration (EDA) on the Partnership grant application.

The FHWA Coordinator has given A-NPDC the tentative date of May 30, 2025 for the agreement on the Rail Trail project.

The NOAA CZM grant application went forward and was submitted on time. Staff was notified it is on hold.

Draft Budget

The draft budget has been prepared. With the current federal policy shifts, the EDA and CZM grants were included in the budget but should be considered projections. One staff person has resigned to take another position and, although the position is included in the budget, will be left vacant for the time being. Some of that position's work will be shifted to staff whose grants are impacted by the policy changes.

11. Other Matters

There were no other matters to discuss.

12. Public Participation

There was no public participation at this time.

13. Next Meeting

The next meeting is scheduled for Monday, June 16, 2025.

14. Adjournment

There being no further business brought before the Commission, Commissioner Hart moved to adjourn the meeting. It was seconded by Commissioner Johnson, the motion was carried by unanimous vote. The meeting was adjourned at 7:34 p.m..

Chairman, Betsy Mapp

Executive Director, Elaine K. N. Meil