

ACCOMACK-NORTHAMPTON PLANNING DISTRICT COMMISSION
MINUTES OF THE
September 21, 2015 MEETING
HELD AT THE ENTERPRISE BUILDING
ACCOMAC, VIRGINIA

COMMISSIONERS PRESENT:

Robert Crockett	Accomack County
Laura Belle Gordy	Accomack County
John C. Gray	Accomack County
Donald L. Hart, Jr.	Accomack County
Kay W. Lewis	Accomack County
Gwendolyn F. Turner	Accomack County
Richard L. Hubbard	Northampton County
Rev. Charles J. Kellam	Northampton County
Larry Lemond	Northampton County
Laurence J. Trala	Northampton County
John H. Tarr	Town of Chincoteague

COMMISSIONERS ABSENT:

Bryan Smith	Accomack County
Roland Bailey	Northampton County

OTHERS PRESENT:

Elaine Meil	Kat Edwards
Brenette Hinmon	David Annis
John Aigner	Curtis Smith
Alan Silverman	

1. Call to Order

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

2. Invocation

Commissioner Kellam offered the Invocation.

3. Minutes of August 17, 2015 Meeting

The minutes of August 17, 2015 Meeting were presented.

Commissioner Hart moved to approve the Minutes of the August 17, 2015. Seconded by Commissioner Turner, the motion carried by unanimous vote.

4. Public Participation

Alan Silverman spoke about the need for a “Sponsor-A-Highway” program on the Eastern Shore.

5. Bills Payable/Financial Statement

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

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

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

6. August Financial Status Report

The attached report indicated that 14.07 percent of the FY 2016 Budget had been expended while 16.67 percent of the fiscal year had passed.

Commission acceptance of this report was requested.

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

7. Contracts

Authority for the Executive Director and Chairman to execute the following contract for the period July 1, 2015-June 30, 2016 was requested.

Fiscal year 2016 PDC/DHCD Contribution Contract – Total \$75,973

For your information, Planning District Commissions absorbed several state cuts beginning in FY 2008 that have never been restored. However, funds appropriated for the last four years have remained at the same level.

Commissioner Hart moved to grant authority for the Executive Director and Chairman to execute the FY2016 PDC/DHCD Contribution Contract. Seconded by Commissioner Lewis, the motion carried by unanimous vote.

8. Projects

9970 Capital Expenditures Elaine Meil, ext. 116

No activity.

3002 Special Administrative Cost Elaine Meil, ext. 116

Invoices are being paid as they are received for items that cannot be directly charged to the programs through the indirect rate. These include items like Commissioner travel, certain Attorney fees and certain staff development items.

3003 Intergovernmental Coordination and Information Brenette Hinmon,ext.110

One A-95 application was received. Northampton County requested additional information and staff is coordinating one review.

3010 Planning Assistance Activities Elaine Meil, ext. 116

Staff is compiling the regional surveys.

3016 Management Assistance Activities Elaine Meil, ext. 116

Inspections and warranty call backs for former CDBG projects continue.

COMMUNITY DEVELOPMENT PROJECTS

3061 Asset Management Melissa Matthews, ext 110

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

3320 EDA-Economic Development Planning Curtis Smith, ext. 114

A-NPDC was awarded a Stronger Economies Together (SET) grant which will facilitate a focused initiative to explore regional economic advantages and to formulate economic blueprints for the region. Staff are working closely with the funding agencies and local representatives to formulate first steps. A kickoff meeting will be held in October.

A-NPDC will conduct an Economic Development Committee meeting during November.

3401 ***VDOT Rural Transportation Planning-SPR*** Connie Morrison, ext. 115
Bill Neville resigned as Chairman of the Transportation Technical Advisory Committee after taking a position as Director of Planning and Community Development in Ocean City. The Committee expects to elect a new chairperson at its September 22 meeting.

A new VDOT U.S. Route 13 and Route 178 corridor safety assessment is underway. VDOT has invited A-NPDC, both counties, Chincoteague, and all the incorporated towns along Route 13 to a meeting on September 23, from 10 a.m. until noon, at the Northampton County courthouse to solicit their input on problems, priorities, and proposed solutions.

Still no word on funding for the two Federal Lands Access Grant applications that were made earlier this year.

Staff is assisting both counties with HB2 grant applications. U.S. Route 13 is classified as a Corridor of Statewide Significance (CoSS) in the state's long range transportation plan (VTrans 2040), and CoSS is the primary funding category available for Eastern Shore projects. However, any project submitted in that category must have a resolution of support from the responsible regional planning entity – in this case, A-NPDC.

Approval of resolution of support was requested. (Resolution was attached)

Commissioner Crockett moved to approve the resolution of support as requested. Seconded by Commissioner Hart, the motion was carried by unanimous vote.

3402 ***VDOT-Southern Tip Bike Trail Phase III*** Connie Morrison, ext. 115
Feasibility Assessment

Staff has provided all necessary documentation to VDOT. The fully executed agreement is expected within the next few days.

3521 ***Town of Chincoteague T-21 Admin. –*** Kat Edwards, ext. 119
Second phase

All comments have been addressed. VDOT is reviewing the final plans, cost estimates and environmental documents. The Town is still obtaining easements.

3583 ***GreenWorks*** Curtis Smith, ext. 114

The GreenWorks Committee met during August to develop a Scope of Work and budget for FY2017. Committee work will continue to focus on supplementing regional litter surveys that will guide and enhance future litter management efforts. The Committee reviewed a pilot Sponsor-A-Highway project currently being developed and considered by VDOT and Waste Watchers. The program would allow for corporate sponsorships of select road segments that would provide funding for roadside cleanups by certified contractors. Similar programs have been very successful in other states. The Committee formally requested that the A-NPDC serve as the contracting agency responsible for

issuing a request for proposals for contracted cleanups.

Authorization was requested to allow the A-NPDC to serve as the contracting agency for the VDOT Sponsor-A-Highway pilot project on the Eastern Shore.

Commissioner Tarr moved to allow the A-NPDC to serve as the contracting agency for the VDOT Sponsor-A-Highway pilot project on the Eastern Shore. Seconded by Commissioner Turner, the motion carried by unanimous vote.

PLANNING PROJECTS

3333 *Cape Charles Town Plan Revision* Elaine Meil, ext. 116
Staff met with Cape Charles and is incorporating Town Council edits into the draft.

3334 *Exmore Town Plan Revision* Connie Morrison, ext. 127
All final products were sent to Exmore on August 28. This project is now complete.

3531 *VDEM Hazard Mitigation Plan Revision* Connie Morrison, ext. 127
Staff has begun to run the HAZUS model for each county and is examining the output. Regular monthly meetings will resume in October.

3540 *VCZM Transportation Infrastructure
Inundation Vulnerability Assessment* Curtis Smith, ext. 114
The project closed out on May 15, 2015.

3541 & 3551 *A-N VCZM Technical Assistance, FY 13
1st Qtr1* Curtis Smith, ext. 114
Staff have received the contract for the FY2015 VCZMP Technical Assistance grant which is an annually recurring grant that supports the Ground Water Committee, Climate Adaptation Working Group, and will include a shallow-draft dredging needs assessment for regional waterways in partnership with the USACE.

Authorization was requested to sign the FY2015 VCZMP Technical Assistance grant.

Commissioner Crockett moved to grant authorization for staff to sign the FY2015 VCZMP Technical Assistance Grant. Seconded by Commissioner Turner, the motion carried by unanimous vote.

Staff met with Exmore town representatives to develop a Shore Big Tree Program plan for the downtown park.

Staff distributed the quarterly Climate Adaptation Working Group (CAWG) Newsletter and hosted a CAWG meeting on August 11.

Staff participated in a meeting between DEQ and rural localities in VA's Coastal Zone to discuss proposed changes to the Stormwater Management Program.

Staff hosted and participated in meetings held by DEQ to develop Total Maximum Daily Load Plans for Nassawadox Creek for bacteria and for Little Mosquito/Assawoman Creeks for dissolved oxygen.

Staff held a meeting of planning district representatives from VA's coastal zone during August. The meeting consisted of a day-long strategic planning session for various VCZMP programs and a day-trip to Tangier and meeting with town officials to discuss the Town's unique coastal challenges.

Staff gave a presentation to the Onancock Rotary Club regarding sea level rise on the Eastern Shore during August.

3554 ***VIMS Working Waterfront Case Study*** Curtis Smith, ext. 114
The report was finalized and the project was closed out during May 2015.

3571 ***A-N Ground Water Committee Projects*** Curtis Smith, ext. 114
The Committee met August 18 and September 15. The Northern Accomack County Ground Water Summit has been scheduled for October 22 6:30-8:00pm at the NASA-Wallops Visitor Center. The workshop will provide an overview of what is known about ground water in communities spanning from to Hallwood New Church. The Central Accomack County Ground Water Summit was held during June in Parksley and attended by 10 people. The Committee published a 2014 Regional Ground Water Use Summary during August. The Committee developed a work plan for FY16 which includes conducting a Ground Water Model simulation to analyze areas in the region where ground water supplies are ample or limited, contracting the USGS to conduct saltwater intrusion monitoring around the region, a household hazardous waste collection , redeveloping the Committee website and creating new educational resources, and one public educational event.

3573 ***Household Hazardous Waste Collection*** Curtis Smith, ext. 114
No new updates.

3581 ***Seaside SAMP Commercial Fishing Use Survey*** Connie Morrison, ext. 127
Staff completed the report, and sent all final products to Virginia Coastal Zone Management Program office by the May 15, 2015 deadline.

3585 ***NFWF Enhancing Coastal Resilience on
Virginia's Eastern Shore***

Curtis Smith, ext. 114

Staff is working with TNC staff and the modelers to develop regional models that will be included in the Coastal Resilience application, which will simulate sea-level rise, tidal marsh migration, storm surge, and barrier island-inlet evolution. The models are planned to include sea-level rise scenarios at 6-inch increments, which will be the first of its type to do so. This will allow for consideration of near-term (10-25 year) planning horizons for the Eastern Shore. Members of the project team will be trained on the application during September and then will conduct focused trainings for local stakeholders. A public workshop to rollout the application and discuss implications related to flooding will be held during March 2016.

3591 ***Collaborative Fisheries Planning Project
for Virginia's Wind Energy Area***

Connie Morrison, ext. 127

Staff has spent considerable time preparing for workshops September 16 and 17 with a commercial fisherman from Rhode Island and two from the United Kingdom, all of whom have been part of similar collaborative fisheries projects near their home ports. The wind energy team will finalize best management practices and vet them in a public meeting with Virginia fishermen, so that Eastern Shore and Hampton Roads fishermen will be able to ask their questions about how issues were resolved and what the long-term results have been in protecting fisheries and minimizing conflicts between commercial fishermen and wind energy interests.

3592 ***DEQ-Accomack Co. SWMP Development***

Curtis Smith, ext. 114

Project is closed out.

A-NPDC HOUSING PROJECTS

3661 ***HUD-Housing Counseling Services*** Patricia Connolly Grove, ext124

Pre-Purchase Counseling	Current Month: July	Cumulative FY 2015	Total RIF Cumulative
# of orientations held	0	0	11
Orientation attendees	0	0	39
Client Intakes	5	44	174
Additional Counseling Sessions Held	2	36	143
# of final workshops held	0	3	9
Mortgage submissions	4	8	28
Mortgage closings	0	3	16
Financing leveraged	\$42,000	\$42,000	\$1,732,514

Growing Your Money Financial Literacy	Current Month: July	Cumulative FY 2015	Total Cumulative
New GYM participants	0	88	119
GYM graduates	0	0	20

Default and Foreclosure Counseling	Current Month: July	Cumulative FY 2015	Total Cumulative
Intake sessions	2	24	95
Additional Foreclosure Sessions	8	37	229
Positive Foreclosure Prevention Outcomes	1	5	33
Homeowner Budget/Predatory lending Counseling	2	8	18

Positive Outcomes:

Default: 1 mortgage brought current with Emergency Assistance funds and homeowner's funds-Black Female 50% AMI

Closing: 1 client with a new construction loan closed on the lot-will have final closing when house is complete (did not include in totals)

Provided information on programs and services at monthly meeting at the VA Office- this will be a monthly participation. Participated in a Poverty Simulation which was conducted for the benefit of new school teachers in Accomack County

A Pre-Purchase Class is scheduled for September at the community college

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

Bobbie Jo Wert, ext 125

An update was given at the meeting.

3822 ***Northampton County DR-1905 HMGP
Elevation Project***

John Aigner, ext. 118

The final item has been completed at Red Bank. Project closeout paperwork has been submitted. Final reimbursement has been submitted.

***Accomack County VA HMGP 1491-001-037
2004 Elevation Project***

John Aigner, ext. 118

We have no new information concerning the resolution of the issues surrounding the Coleman project on Crystal Beach Road.

3823 *Accomack County DR-1905 HMGP Elevation Project* John Aigner, ext. 118

Project paperwork has been submitted to VDEM for close out.

Accomack County VA HMGP 4024-012 Elevation Project John Aigner, ext. 118

Bids for three of the elevations were opened on September 10. All bids were within project budget. Contracts will be written and executed in the next few weeks.

9. Executive Directors Report

Eastern Shore of Virginia Revolving Loan Fund

All loans are current. A-NPDC Attorney Rowan is preparing the documents to close on the new loan offered to Declaration Networks Group.

RC&D Council

Staff requested the RC&D Council provide any suggestions of persons who may be interested in serving for the A-NPDC's vacant position.

A-NPDC Strategic Plan

The survey was completed on September 15, 2015 at the writing of this had 581 responses. The values plan work has also been drafted and sent to staff. Staff is working to complete the survey analysis and produce the draft results and findings and will bring it back to the next meeting.

Request for Assistance

Eastern Shore of Virginia Ground Water Committee

At the last two Ground Water Committee meetings, several members of the public have come and expressed concerns regarding the addition of poultry houses in Accomack County. It appears that there is a great deal of concerns in a wide array of fields from public health, state water regulations and confined feeding operation regulations to agricultural practices such as tilling practices and the amount of manure that can be spread without impacting the region's environment. The Committee has requested the Commission consider, in lieu of a Ground Water workshop, arranging a panel of experts, including state regulators, such as the Health Department and Department of Environmental Quality and experts from the fields of agriculture, to discuss these concerns and obtain the answers to these questions. The Ground Water Committee voted to offer the Ground Water Consultant to the A-NPDC for the panel of experts and requests the Commission consider hosting the panel so issues and concerns outside of ground water protection can be answered.

Assistance was requested.

The Commission came to a consensus to have the Executive Director speak with County Planning Director, Rich Morrison, to determine Planning Commission needs.

10. Chairman's Report

No report was given at this time.

11. Other Matters

Commissioner Lewis requested that Commissioners Crockett and Hart be considered for the next Committee assignments. Commissioner Crockett responded that nominations cannot be made unless there is an opening. Laughter ensued.

12. Adjournment

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

Richard L. Hubbard
Chairman

Copy Teste:

Elaine K. N. Meil
Executive Director