

ACCOMACK-NORTHAMPTON PLANNING DISTRICT COMMISSION
MINUTES OF THE
April 15, 2019 MEETING
HELD AT THE ENTERPRISE BUILDING
ACCOMAC, VIRGINIA

COMMISSIONERS PRESENT:

Robert Crockett	Accomack County
Laura Belle Gordy	Accomack County
Donald L. Hart, Jr.	Accomack County
Reneta Major	Accomack County
Harris Phillips	Accomack County
Rickie Ross	Accomack County
Gwendolyn F. Turner	Accomack County
Roland Bailey	Northampton County
John Coker	Northampton County
Robert Duer	Northampton County
Rev. Charles J. Kellam	Northampton County
Spencer Murray	Northampton County
Arthur Leonard	Town of Chincoteague

COMMISSIONERS ABSENT:

None

OTHERS PRESENT:

Elaine Meil	Sandy Taylor
Bobbie Jo Wert	Curt Smith
Russ Williams	Melissa Matthews

1. Call to Order

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

2. Invocation

Commissioner Murray offered the Invocation.

3. Minutes of March 18, 2019 Meeting

The minutes of March 18, 2019 Meeting were presented.

Commissioner Hart moved to approve the Minutes of the March 18, 2019 Meeting. Seconded by Commissioner Gordy, the motion carried by unanimous vote. Commissioner Duer abstained.

4. Public Participation

No public participation took place at this time.

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 Turner, the motion carried by unanimous vote.

6. March Financial Status Report

The report indicated that 67.45 percent of the FY 2019 Budget had been expended while 75 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 Hart, the motion carried by unanimous vote.

7. FY 2019 Budget Amendments

Adoption of the following budget amendments was requested:

DEVELOPMENT PROJECTS

1. 3071 Go Virginia (new project) \$ 4,000.00

ITEM 1 represents the amendment to include the new GO Virginia Sewer and Sites project.

2.	3201	Town of Parksley Downtown Revitalization P. G.	\$11,000.00
			+ 2,000.00
			<u>\$13,000.00</u>

ITEM 2 represents the amendment to include additional funds from the Town of Parksley to complete the engineering contract.

3.	3334	Accomack Derelict Building Program	\$ 5,000.00
		Administrative Services	- 5,000.00
			<u>\$ -0-</u>

ITEM 3 represents the amendment to exclude the Accomack Derelict Building fees from the current budget.

4.	3335	DHCD-Planning Grant for Accomack County	\$15,000.00
			+10,000.00
			<u>\$25,000.00</u>

ITEM 4 represents the amendment to include the remaining balance of planning grant funds awarded to Accomack County to submit a CIG application.

PLANNING PROJECTS

5.	3535	The Nature Conservancy Climate Adaptation Project (new)	\$ 7,000.00
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ITEM 5 represents the amendment to include a new contract pertaining to climate adaptation with The Nature Conservancy.

6.	3553	DEQ VCZMP 306 Oyster and Water Trail Collaboration	\$ 68,225.00
			+ 18,300.00
			<u>\$ 86,525.00</u>

ITEM 6 represents the amendment to include Year 2 of the DEQ 306 Project.

7.	3585	DEQ Chesapeake Bay Watershed Implementation Plan	\$ 50,000.00
			+ 12,000.00
			<u>\$ 62,000.00</u>

ITEM 7 represents the amendment to include additional funds awarded for the Watershed Implementation Plan.

ANPDC HOUSING PROJECTS

8.	3661	HUD Housing Counseling Services	\$32,489.00
		Administration	+ 6,000.00
			<u>\$38,489.00</u>

ITEM 8 represents the amendment to include deferred revenues from FY 2018.

9.	366121	HOME Down Payment Assistance	\$10,000.00
		Administrative and Pass-through Services	- 10,000.00
			<u>\$ -0-</u>

ITEM 9 represents the amendment to exclude the HOME Down Payment Assistance program from the current budget.

10.	3662	VHDA-Housing Counseling REACH (HCE)	\$40,000.00
		Administration and Pass-through funding	+15,000.00
			\$55,000.00

ITEM 10 represents the amendment to include additional funds awarded to assist clients with credit repair.

11.	3823	VDEM Elevation Project	\$50,000.00
		Accomack County	- 48,000.00
			\$2,000.00

ITEM 11 represents the amendment to adjust the amount of VDEM funds expected to be available in this fiscal year.

ESVHA HOUSING PROJECTS

12.	3110	ESVHA Pine Street Apartments	\$3,000.00
		Tax Credit Project	+ 2,000.00
			\$5,000.00

ITEM 12 represents the amendment to increase the amount of funds to the A-NPDC to manage the Pine Street Tax Credit as approved by the ESVHA.

A-NRHA HOUSING PROJECTS

13.	3157	A-NRHA Section 8 Ongoing Management	\$260,000.00
		and Administrative Fees	+16,000.00
			\$276,000.00

ITEM 13 represents the amendment to include additional funds to manage the Section 8 program, contingent upon A-NRHA final approval. The average number of units has increased in FY 2019 making additional funds available.

The net change to the FY 2019 budget is \$29,300.

Commissioner Murray moved to adopt the above listed budget amendments as requested. Seconded by Commissioner Turner, the motion carried by unanimous vote.

8. FY 2020 Budget Requests

Accomack County adopted its FY 2020 Budget with level funding recommended to the A-NPDC and ESVHA along with \$5,000 to the Eastern Shore Navigable Waterways Comm.

A-NPDC	Level	\$65,036
GreenWorks	Level	\$ 5,667
ES Navigable WW	NEW	\$ 5,000
Housing Plan and Housing Project (not recommended)		\$31,000
	Total	\$75,703
Groundwater	Level	\$27,221

Northampton County is still in deliberations concerning its FY 2020 Budget. However, the following funding is recommended by their budget committee to the A-NPDC programs:

A-NPDC	Level	\$32,518
GreenWorks	(not recommended)	\$2,834
ES Navigable WW	(not recommended)	\$5,000
Housing Plan and Housing Project	(not recommended)	\$15,500
	Total	\$32,518
Groundwater	Level	\$20,385

The Town of Chincoteague has included level funding of \$7,000 to the A-NPDC in its proposed FY 2020 Budget. The Housing Plan and Housing Project of \$3,500 was not recommended.

9. Contracts

Virginia Chesapeake Bay Watershed 2019 PDC Locality Implementation Program - \$21,500

In continuance of the Chesapeake Bay Phase III Watershed Implementation Plan (WIP) development, the Virginia Department of Environmental Quality (DEQ), in cooperation with the Chesapeake Bay Program Partnership and other state and federal partners, has made grant funds available to Virginia's Planning District Commissions (PDCs). The purpose of this initiative is for each Virginia PDC covering Chesapeake Bay watershed localities to provide interim technical and administrative assistance to local governments of the Chesapeake Bay Watershed Area, allowing for continued momentum of operations and capacity building within the PDCs during the seven-month grant starting March 2019 and ending September 2019.

Authorization for the Executive Director to execute the contract was requested.

Commissioner Phillips moved to grant authority for the Executive Director to execute the Virginia Chesapeake Bay Watershed 2019 PDC Locality Implementation Program contract. Seconded by Commissioner Ross, the motion carried by unanimous vote.

10. 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. The Virginia Association of Planning District Commission annual summer conference will be held in July.

3003 *Intergovernmental Coordination and Information*

Brenette Hinmon, ext.100

No report.

3010 *Planning Assistance Activities*

Elaine Meil, ext. 116

Staff assisted the Town of Parksley with completing the planning grant activities and wrote the CDBG implementation grant application.

3016 *Management Assistance Activities*

Elaine Meil, ext. 116

Administrative staff continue to work with clients to assist them in obtaining assistance, answering questions, and providing assistance to project and program staff with callbacks and tracking of incomplete documentation. A-NPDC received over 4,000 individual client visits in FY18 an increase of over 1,000 in person visits from FY17.

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.

3080 *Housing Project Development*

Bobbie Jo Wert, ext. 126

Staff continues to assist the Eastern Shore of Virginia Housing Alliance with developing a financial strategy that would provide for the construction of affordable rental units in an area close to Tyson Foods and Parksley. Staff continues to work on several other projects in Northampton County.

The grant application was submitted with award announcements anticipated during Summer 2019. Pending completion of Parksley's audit, staff will begin closing out the planning grant.

Economic Development Committee Activities

The Full EDC met on December 12 and meets again on June 12. The EDC approved the four updated industry sector action plans and added new goals regarding planning for sustainable use of natural resources and development of a four-year university or college. The four industry sector subcommittees met during April. The Committee is seeking one private sector representative from Accomack County to fill a seat vacated by Perdue. Staff collaborated with NASA to hold a tour of Wallops for EDC, Accomack EDA and Northampton JIDA members on April 3.

Staff continue working on specific activities within the Economic Development Plan including developing an inventory of local products and stores that sell local products, development of a regional brand, creation of small business entrepreneurial opportunities, a regional forestry industry inventory and feasibility study, a regional market analysis and feasibility study for value-added agricultural product opportunities, and a comprehensive marketing strategy for the Wallops Complex.

GO Virginia Economic Development Initiative

One proposal for a planning project for the development of a small business incubator has been submitted for consideration. Staff participated in a workshop that was part of a GO VA planning project awarded to VA Sea Grant to explore potential economic development opportunities related to water management. It has been requested that Sea Grant staff come to the Shore to introduce the project and its concepts during the June 2019 EDC meeting.

Regional Navigable Waterways Committee

The last quarterly Eastern Shore Regional Navigable Waterways Committee was held in Eastville on January 17th. The next meeting will be held in Accomac on April 18th. Staff have held discussions with the USCG and Committee members regarding removal of navigational markers. A proposal submitted by VIMS and supported by the A-NPDC was selected for funding by NFWF and will result in the development of an engineering and design plan for a 450-acre marsh restoration and expansion project along southern Cedar Island. Staff continue to assist the Committee and the Town of Wachapreague regarding a USACE Beneficial Dredge Spoil Use project for the Cedar Island/Wachapreague area. Staff developed two applications for the Waterway Maintenance Fund Grant Program, presented them to the VPA in Norfolk on February 14th, and submitted the applications by March 1st. The projects were for permit, engineering, and all other necessary planning work for dredging and beneficial use projects in the state portion of the Quinby Channel in Accomack County and for Kings Creek in Northampton County.

PLANNING PROJECTS

3355 USDA Rural Business Development - Agricultural Feasibility Study

Clara Vaughn, ext. 127

Consultants from Virginia Tech's Office of Economic Development have distributed a survey to local farmers, artisans and aquaculture producers and are analyzing data from over 60 respondents. VT-OED continues to conduct interviews and gather data on comparable projects in assessing the feasibility of a regional marketplace and/or aggregator on the Eastern Shore. An advisory group of local farmers, extension agents, artisans and aquaculture producers will meet May 13 to review findings and provide input.

3401 VDOT Rural Transportation Planning-SPR

Clara Vaughn, ext. 127

A-NPDC, The Nature Conservancy, Kiptopeke State Park, and U.S. Fish and Wildlife Service staff continue to cooperate to identify owners and funding for future phases of the Southern Tip Trail. A trail dedication ceremony for the recently completed Phase II of the trail is planned for Friday, May 17, at 2 PM at the Eastern Shore Pottery property. VDOT's Statewide Bicycle and Pedestrian Advisory Committee plans to hold its quarterly meeting in Cape Charles on Friday, October 25, and ride the trail.

A-NPDC staff have begun coordination with VDOT to develop a two-phase application for Bicycle and Pedestrian Safety Program funding to construct Phase IV of the Southern Tip Trail, running from the Cape Charles Marina to the Food Lion shopping complex, to be submitted this fall on behalf of the Town of Cape Charles; and a Transportation Alternatives program application to improve sidewalk connectivity and walkability in downtown Parksley, to be submitted this fall, contingent upon receipt of matching funds from a Community Development Block Grant application.

Staff are working with VIMS to develop a system for ground truthing ditch outfall locations mapped using high-resolution LiDAR data in GIS.

Staff, in cooperation with members of the Transportation Technical Advisory Committee, have developed a scoring system to be used to identify priority areas for sidewalk improvements in the Eastern Shore of Virginia Pedestrian Facilities Study Update.

Staff have prepared a draft work program of projects for the FY20 Rural Transportation Planning (RTP) Assistance Program, which was approved by the TTAC, and all documents necessary for the expenditure of State Planning and Research funds (SPR). A resolution authorizing the A-NPDC to apply for this funding (\$58,000) is a yellow sheet enclosed in the packet.

Commission approval of enclosed Resolution was requested.

Commissioner Crockett moved to approve the resolution which authorizes the A-NPDC to apply for the FY20 Rural Transportation Planning funding. Seconded by Commissioner Coker, the motion carried by unanimous vote.

3542 ***DEQ Interpretive Signage Project-
Atlantic Coast & Bayside*** Shannon Alexander, ext. 115

The contract with VCZMP was fully executed on November 8, 2018. Staff has met with representatives from both the Town of Onancock and the Town of Saxis to develop/design their unique signage. The design for both Saxis and Onancock have been submitted to VCZMP for approval, refinement, and submitting to the fabrication company. Bayside signs should be delivered in May and installed by mid-June. Staff continues to work with TNC in the design of the seaside signage, which is to be installed by the end of September, 2019, when the project concludes.

3552 ***DEQ VCZMP 309 Working Waterfront Policies*** Shannon Alexander, ext. 115

This project is closed out.

355201 ***DEQ VCZMP 309 Rural Enhancement Authority*** Clara Vaughn, ext. 127

The A-NPDC and Middle Peninsula PCD continue to coordinate the launch of the Rural Coastal Virginia Community Enhancement Authority via organization of a symposium-style meeting called by Delegates and Senators who introduced 2017 HB 2055, which establishes the Rural Coastal Virginia Community Enhancement Authority, consisting of the 12 counties within the Northern Neck, Middle Peninsula, and Accomack-Northampton planning districts, if approved by the respective governing bodies. The date for the meeting was set for June 14, 2019, but had to be cancelled due to several Representatives being unable to attend. It will be rescheduled for some time this summer at the Virginia Institute of Marine Science campus in Gloucester.

3553

DEQ VCZMP 306 Oyster and Water Trail Collaboration Shannon Alexander, ext. 115

The Middle Peninsula has compiled relevant assets into an inventory and GoogleMaps, the Northern Neck is working with the Artisan Center of Virginia on refinement of the digital engagement tool for the Virginia Oyster Trail, the A-NPDC staff organized and facilitated the 2019 Virginia Certified Ecotour Guide course concluded in March with 16 new graduates. A-NPDC staff facilitated one Bayside Water Trail stakeholder meeting and will continue to incorporate suggested edits and additions to the map and the supplemental language on the new Bayside Trail for incorporation into the website. The Ecotourism Steering Committee for the three rural coastal peninsular regions met on March 6th and refined the project descriptions for year three of the project. The Committee will meet again in June. The project and the Ecotourism Course will be presented at the Virginia Green Conference in Harrisonburg in April. The new www.VirginiaWaterTrails.org website and the itinerary tool for the Virginia Oyster Trail are active and online, but will continue to be refined over the next year and a half. Efforts are being reported at the visitor industries Economic Development Subcommittee and incorporated into the regional economic development plan as well.

3541 & 3551

A-N VCZM Technical Assistance, FY 18 Qtr3

Shannon Alexander, ext.115

Staff continues to serve the Eastern Shore of Virginia Ground Water Committee, the Regional Navigable Waterways Committee, and offer technical assistance to localities in the region. Staff assisted in communicating Virginia Nutrient Exchange information between the Town of Tangier and Tyson Foods.

As part of the necessary education and training events, staff presented to about 300 sixth grade students at the Watershed Festivals in April. Staff has entered a MOU with the Eastern Shore Soil and Water Conservation District to include the Shore Big Trees and Eastern Shore Natives Outreach and Education into their work with local grade schools.

Staff continues to serve as mentor for VIMS Graduate Student, Justin Shawler, who is researching the seaside barrier islands and working with local communities and stakeholders. Mr. Shawler was selected as a recipient for a VA Sea Grant Graduate Research Fellowship that will take place during 2018-2020. Among the items Mr. Shawler's work will address is the development of a sediment budget for the seaside barrier island system, which is a critical data gap in understanding how the system may evolve into the future.

3554

VIMS-Barrier Island Study

Curt Smith, ext. 114

The project is closed out.

The Ground Water Committee met March 19th and will meet again April 16th. Staff has and continues to reach out to DEQ, the U.S. EPA, our representatives, and private companies to acquire requested data and policy information concerning underground storage tanks, instances of discharge non-compliance, enforcement, importance of use of the unconfined aquifer, etc. Staff continues to work with the Consultant to ensure that the Groundwater Protection and Preservation Plan is updated with new data from the 2018 Water Supply Plans and new information, legislation, and permits prior to the conclusion of the 2019 calendar year. The Committee Consultant has provided summary presentation on VDEQ Consent Orders and aquifer water quality information and presented at the Environment Virginia Conference in Lexington on March 26th.

3573 *Household Hazardous Waste Collection*

Shannon Alexander, ext.115

This project is closed out.

3573 *VDH HHWC Site Development*

Shannon Alexander, ext.115

Virginia Department of Health (VDH) Household Hazardous Waste Collection (HHWC) Site Development. Accomack and Northampton Counties approved a Joint Resolution of Agreement for long-term funding/management of the new facility. Staff has requested quotes from 5 contractors for the building and Accomack County staff are working on procurement for the building, the concrete pad, and electrical installations. Staff is working with the Accomack County Department of Public Works to organize the appropriate trainings for their staff. The A-NPDC was also awarded a \$3,000 grant from the VDEQ Litter Prevention and Recycling competitive grant to match some of the funds for this portion of the VDH grant and multiply the effectiveness of the outreach for proper disposal of waste, including HHW, in the region, this will be contracted after contracts are entered for the construction portion of the project.

VDEQ Litter Prevention and Recycling

Shannon Alexander, ext.115

The Virginia Department of Environmental Quality (VDEQ) offered an award of \$3,000 of the requested \$12,000, from the VDEQ Litter Prevention and Recycling competitive grant. This will be pass through funding. The award letter was received October 30th, 2018 and funds were received in mid-November, 2018, final Accounting and Performance Reports are due by August 1, 2019. This is serving as match for the education/outreach portion of the VDH HHWC grant and will multiply the effectiveness of the outreach for proper disposal of waste, including HHW, in the region. The intent is to contract with Waste Watchers of the Eastern Shore for this purpose.

Staff continues to distribute monthly GreenNews E-Newsletter; editions are available via link on the A-NPDC website. The GreenWorks Committee met February 19th and the next meeting will be in July. Staff is working with Waste Watchers of the Eastern Shore to develop a SOW for the VDH and DEQ outreach/education contract. The intent will be to have a contractor and a short-term intern with the Eastern Shore Community College, to provide aid to that contractor. Staff continues to help provide guidance to Waste Watchers with regards to organizational practices and manage the Sponsor-A-Road pilot program, which has an end date to the 3-year contract of 5/23/2019, but may be renewed for two additional one-year terms with notice by A-NPDC.

Staff anticipates a contract by the end of the 2019 calendar year, but has until the end of 2020 to complete the project with the grantor. The project will implement septic residential improvement projects within the EPA approved Watershed Implementation Plan for The Gulf, Barlow, Mattawoman, Jacobus and Hungars Creeks on the Bayside in Northampton County. SERCAP has agreed to help cover the VDEQ owner cost-share requirements up to \$13,500 (20% of the construction budget). Planning staff is working closely with Housing staff on this project. Staff has developed a list of mailing addresses based on the Indoor Plumbing Needs Assessment data from 2014 and will be sending targeting mailings about this program offerings by mid-May.

DEQ has released the Draft Phase III WIP, which included gap-closing adjustments made to PDC's Phase III WIP Final Reports and BMP input decks. The comment period for the draft plan is open until June 7, 2019. The report can be accessed online at <https://www.deq.virginia.gov/Programs/Water/ChesapeakeBay/ChesapeakeBayTMDL/PhaseIIIWatershedImplementationPlanning.aspx>.

DEQ is providing interim technical and administrative assistance grants to local governments of the Chesapeake Bay Watershed Area, allowing for continued momentum of operations and capacity building within the PDC's during a seven month grant starting March 2019 and ending September 2019.

Staff submitted the CDBG - Community Improvement Grant for the Gospel Temple/Adams Crossing Community on March 29, 2019. Staff will continue to meet with the management team and neighborhood to finalize various aspects of the planning grant and additional funding options.

Staff continues to coordinate with the Housing Services Department in selecting a date for the community meetings for East Horntown, Wishart's Point, Church Road, Whitesville, and Sanford. Date, time and location are to be determined for the other areas. The meetings will allow for staff to provide information regarding housing services, housing counseling, and referral services to appropriate funding sources. Linhaven's Community Information Session was held on January 28th, and a follow-up meeting has been requested. Bayside held a community meeting on April 6th.

Staff will seek guidance from Accomack County on the next Planning Grant.

A-NPDC HOUSING PROJECTS

3661 & 3662 *HUD Housing Counseling Services &
VHDA Housing Counseling & Education*

Mary Smolinski, ext.124

Patricia Grove, a counselor for 13 years, retired March 31, 2019. Mary Smolinski is now in her position and will be doing first-time homebuyer counseling and education. Two outreach sessions were held, one at Head Start in Accomac and one at Head Start in Hallwood. Both were well attended and resulted in follow-up calls from attendees. Transition of files from Patricia to Mary took place during March. Homeownership calls and appointments have been increasing.

Makemie Park Project

Bobbie Jo Wert, ext. 126

Staff attended the Makemie Park Board meeting on January 25, 2019. The Makemie Park sewer system is in desperate need of repairs per the Virginia Department of Health. The Board has received a quote for \$69,876 from Bundick Well & Pump. They do not have sufficient funds to pay for the repairs.

A-NPDC Staff met with the Virginia Department of Health on April 2nd. More information is needed to proceed, and multiple tasks were assigned accordingly. Once all tasks are complete, a plan and a timeline will be developed to remedy the situation. Staff continues to search for funding opportunities.

The Accomack County FEMA application is pending review and approval.

The Community Partners of the Eastern Shore (CPES), the local Continuum of Care, will host a Strategic Planning Event - "Healing Systems of Care" on May 15th from 9 until 4 PM at the Eastern Shore Community College - Workforce Development Center. You will not want to miss our motivational keynote speaker. The registration deadline is May 13th.

The Point In Time (PIT) Count occurred on January 23rd. Data is being analyzed; once completed, staff will report back. CPES members continue to work on standardizing the Coordinated Entry procedure for our most vulnerable population. This system is designed to ensure clarity, transparency, consistency, and accountability for those who are having a housing crisis.

CPES continues to partner with the Virginia State Police and Community Service Board to address the opioid epidemic and its impact on homelessness. Staff participates on the Community Opioid Panel of Experts (COPE) committee and the Eastern Shore Overdose Fatality Review Team.

The Accomack County FEMA application is pending review and approval. Staff recently revised the budget, per Amy Howard, VDEM - HMGP Administrator-Finance Director. With a revised budget of \$1,578,114, A-NPDC staff proposed nine elevations and one acquisition projects. The staff continues to supply additional information as requested. Although confident we will receive funding; we have not received the notification of award.

The Virginia Department of Emergency Management has announced the Hazard Mitigation Grant Program (HMGP), which will reduce the long-term risks to individuals and property. These funds will be available for the Commonwealth through the Federal Emergency Management Agency (FEMA) as a result of two Presidential Disasters from damages associated with Hurricane Florence and Tropical Storm Michael. On February 19th, Staff attended the Region 5 - Hazard Mitigation Grant Program Applicant Briefing. A-NPDC staff is working with the Accomack and Northampton County, and the Incorporated Towns to determine their level of interest. The application is due May 30, 2019.

Staff requested retroactive authority to apply for the septic pump-out program.

Commissioner Harris moved to grant permission to apply for the septic pump-out program. Seconded by Commissioner Turner, the motion carried by unanimous vote.

11. Executive Directors Report

A-NPDC Reserves Likely Needed This Fiscal Year

Executive Director Meil is still working to minimize the need to use some A-NPDC reserves this year. No more than \$30,000 of reserves will be needed and this is still the best estimate.

GO Virginia Collaboration

Executive Director Meil met with Chief of the Water Resources Division of the Norfolk ACOE with Middle Peninsula Executive Director Lewie Lawrence. The ACOE proposed to add a regional permit for Middle Peninsula's Gloucester County and Mathews County federal channels which would greatly reduce the administrative requirements for permitting, including the Section 408 permitting. Executive Director Meil requested the ACOE do the same for Eastern Shore but the ACOE does not want to add any localities that do not intend to do any work within the designated federal channel as there is a significant amount of work required to add waterways into the regional permit. Executive Director Meil will be attending the next Waterways Committee to explain this and determine whether or not the Waterways Committee will be proposing work within the federal channels.

Also Section 408 permitting is required for activities adjacent to a federal channel that could impact the federal channel. ACOE staff is looking at ways to streamline administrative requirements for permitting adjacent non-federal dredging work but no specific fix has been proposed.

Virginia Department of Health (VDH) Alternative Septic System Discussion

As requested by the Commission, Executive Director Meil arranged a discussion with VDH staff to discuss septic system needs on the Eastern Shore.

Information Sharing

VDH says the Eastern Shore has 1,110 alternative systems and Makemie Park counts as 1. There are also other systems like Makemie Park on Chincoteague (Ocean Breeze in one). Some alternative systems were installed in the 1990s but most were put in since 2000.

The Eastern Shore of Virginia Housing Alliance has approximately \$60,000 that can possibly address alternative systems failures for qualifying families in Northampton County and \$15,000 for qualifying families in Accomack County. They project that the Eastern Shore will be out of funds next year in Accomack and 18 months in Northampton.

A-NPDC will be managing the Chesapeake Bay WIP Technical Assistance grant which may become annually recurring. Part of the implementation centers on septic pump-outs and connections in the Chesapeake Bay watershed and coordination with local agencies as well as staff time to write grants for additional resources to address phosphorous, nitrogen and sediment reductions into the Bay.

Makemie Park

The Makemie Park Association's system is in deplorable condition and new additional components are failing. Much of the discussion centered around how to find a solution. After discussion of the Urgent Needs portion of CDBG, VDH staff are asking what is the process required for the Commissioner of Health to declare an immediate and severe health threat.

A-NPDC staff are determining whether or not an Urgent Needs application will count against a county's cap on CDBG. A-NPDC will brief the Accomack County Administrator once the details are known.

Alternative System

A-NPDC and VDH discussed the need for ruggedized alternative systems. All alternative systems require maintenance but there are some systems that can take much more of a beating. VDH is looking into the designs of these systems and will let us know which systems appear to stave off damage better.

VDH has a waiver process and Jon Richardson is investigating whether or not it is administratively possible to waive the alternative treatment requirement and allow pit privies to be replaced with a conventional system with the stipulation when the property is sold that it be upgraded to alternative treatment. If this is not administratively possible, an addition to the Code of Virginia waiver list would be required to make this change.

Requests for Assistance

None received.

12. Chairman's Report

No report was given.

13. Other Matters

No other matters were discussed.

14. Adjournment

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

Rev. Charles J. Kellam
Chairman

Elaine K. N. Meil
Executive Director

Copy Teste: