

**MINUTES OF THE
ACCOMACK-NORTHAMPTON
TRANSPORTATION DISTRICT COMMISSION**

A regular meeting of the Accomack-Northampton Transportation District Commission was held at the Eastern Shore Chamber of Commerce Building, Melfa, Virginia, on Tuesday, February 5, 2019 at 5:30 p.m.

Present:

Donald L. Hart, Jr., Chairman
C. Reneta Major, Secretary-Treasurer
H. Spencer Murray
Dave Fauber

Absent:

John R. Coker, Vice Chairman
Ron Wolff

Ex-Officio member present:

Linda Balderson

Nonmembers present:

Bruce Simms, Virginia Regional Transit
Bill Moore, STAR Transit
Paul Muhly, Canonie Atlantic Co.
Mark Rosner, DCR

In Re: Call to Order

The Chairman called the meeting to order and indicated that a quorum was present.

In Re: Invocation

The invocation was given by Mr. Hart.

In Re: Statements from the Public

There were no statements from the public.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at January 31 of \$85,185.72. Mr. Murray reminded the Commission that approximately \$76,000 of this balance is the net proceeds from the sale of the barge *NANDUA*.

In Re: Minutes of January 7, 2019

Motion was made by Ms. Major, seconded by Mr. Murray, that minutes of the meeting of January 7, 2019 be approved. All members were present with the exception of Mr. Coker, Mr. Fauber and Mr. Wolff and voted "yes". The motion was unanimously passed.

Mr. Fauber arrived at 5:40 p.m.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
February 5th 2019**

Operations

- Ridership for January 2019 has exceeded that of January 2018 by over 1,321 rides provided. The Eastern Shore Community College ridership shows a slight decline, providing 340 rides in January of 2019 versus 373 in January of 2018
- In a proactive effort to adjust STAR Transit's capabilities to meet the needs of the ridership, STAR Transit Management continues to monitor the performance of the Yellow (Cape Charles), Silver / Orange (Chincoteague), and Blue / Gold (Wal-Mart to Parksley) routes as all are trending well above the previous year's totals. STAR Transit may look to larger capacity vehicles in the next grant cycle.
- STAR Transit's managing partner Virginia Regional Transit submitted as required by the Department of Rail and Public Transportation a Transit Development Plan "update letter". The intention of this document is to indicate anticipated enhancements, costs and strategies that likely will occur or be requested over the next six years.

- STAR Transit’s operating grant requests for FY20 have been submitted to DRPT. These operating grants cover anticipated budgetary items such as operator salaries, fringe benefits if applicable, fuel, maintenance, office supplies and administrative items.

Human Resources

- STAR Transit has two vehicle operators in training at this time.

Marketing and Outreach

- The Town of Cape Charles has indicated interest in the installation of bus stop shelters as well as incorporation of new areas of the town to the Yellow Route. Discussions are ongoing with the hopes of adding passenger amenities to the route that will add to a positive transit experience.

Transit Maintenance and Capital

- STAR Transit received three new grant funded vehicles during the month of January. Two are 19 passenger BOC replacement vehicles. The third is a 12+2 BOC expansion route vehicle for the Northampton County Demand Response route.
- STAR Transit’s Capital Grant requests for FY20 have been submitted to DRPT by Virginia Regional Transit. Requests include items such as two replacement revenue vehicles, the Transit And Paratransit Company training program, three bus stop shelters and a possible expansion to the bus parking area.
- ***Preventive Maintenance Program***
 - Routine vehicle preventive maintenance is up to date.

Ridership Statistics

| | | | |
|--------------------|-------------|--------------------|-------------|
| <u>2017</u> | | <u>2018</u> | |
| November | 7170 | November | 7227 |
| December | 6438 | December | 6240 |
| <u>2018</u> | | <u>2019</u> | |
| January | 6028 | January | 7349 |

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DECEMBER 31, 2018 20 DAYS

STAR TRANSIT 2018-2019

| | | | | Passengers | | | |
|--------------|---------------------|---------------------|--------------------|---|--------------|---------------|---------------|
| Month | Total Revenue | Total Expenses | Surplus/Deficit | Month | 2018-19 | 2017-18 Trips | Total Cost |
| Oct. | \$62,184.78 | \$45,623.53 | \$16,561.25 | Oct. | 8184 | 8,102 | \$5.57 |
| Nov. | \$72,887.88 | \$61,500.12 | \$11,387.76 | Nov. | 7227 | 7,170 | \$8.51 |
| Dec. | \$69,999.04 | \$50,839.24 | \$19,159.80 | Dec. | 6240 | 6,438 | \$8.15 |
| Jan. | | | \$0.00 | Jan. | | 6,028 | #DIV/0! |
| Feb. | | | \$0.00 | Feb. | | 6,916 | #DIV/0! |
| Mar. | | | \$0.00 | Mar. | | 7,188 | \$0.00 |
| Apr. | | | \$0.00 | Apr. | | 7,345 | \$0.00 |
| May | | | \$0.00 | May | | 8,017 | \$0.00 |
| June | | | \$0.00 | June | | 7,504 | \$0.00 |
| July | | | \$0.00 | July | | 6,945 | \$0.00 |
| Aug. | | | \$0.00 | Aug. | | 8,711 | \$0.00 |
| Sept. | | | \$0.00 | Sept. | | 6,406 | \$0.00 |
| | | | | | 21651 | 86,770 | |
| TOTAL | \$205,071.70 | \$157,962.89 | \$47,108.81 | AVERAGE COST PER PASSENGER -> | | | \$7.30 |
| | | | | AVERAGE PASSENGERS PER MONTH -> | | | 7,217 |

| Passengers per Mile | | | | Cost per Mile | | | |
|--|---------|-------|-------------|------------------------------|---------|-------|---------------|
| Oct. | 0.21 | April | #DIV/0! | Oct. | \$1.20 | April | #DIV/0! |
| Nov. | 0.21 | May | #DIV/0! | Nov. | \$1.81 | May | #DIV/0! |
| Dec. | 0.20 | June | #DIV/0! | Dec. | \$1.64 | June | #DIV/0! |
| Jan. | #DIV/0! | July | #DIV/0! | Jan. | #DIV/0! | July | #DIV/0! |
| Feb. | #DIV/0! | Aug. | #DIV/0! | Feb. | #DIV/0! | Aug. | #DIV/0! |
| Mar. | #DIV/0! | Sept. | #DIV/0! | Mar. | #DIV/0! | Sept. | #DIV/0! |
| | | | | TOTAL | | | |
| AVERAGE MONTHLY PASSENGERS PER MILE | | | 0.21 | AVERAGE COST PER MILE | | | \$1.53 |

| Hourly Cost | | | | Passengers per Hour | | | |
|----------------------------------|---------|-------|----------------|------------------------------------|-----------|-------|------------|
| Oct | \$28.39 | April | #DIV/0! | Oct | 5.1 | April | #DIV/0! |
| Nov. | \$42.09 | May | #DIV/0! | Nov. | 4.9 | May | #DIV/0! |
| Dec. | \$36.63 | June | #DIV/0! | Dec. | 1 4.5 | June | #DIV/0! |
| Jan. | #DIV/0! | July | #DIV/0! | Jan. | 1 #DIV/0! | July | #DIV/0! |
| Feb. | #DIV/0! | Aug | #DIV/0! | Feb. | #DIV/0! | Aug | #DIV/0! |
| March | #DIV/0! | Sept | #DIV/0! | March | #DIV/0! | Sept. | #DIV/0! |
| | | | | TOTAL | | | |
| AVERAGE TOTAL HOURLY COST | | | \$35.45 | AVERAGE PASSENGERS PER HOUR | | | 4.9 |

| Route Location | Passenger Totals | Operating Hours | Mileage |
|--------------------|------------------|-----------------|---------------|
| Red | 1,403 | 210 | 5,659 |
| Purple | 1,063 | 205 | 5,102 |
| Gold | 838 | 110 | 2,217 |
| Blue | 769 | 125 | 2,073 |
| Accomack Demand | 357 | 190 | 3,368 |
| Silver | 510 | 125 | 3,902 |
| Orange | 512 | 125 | 3,483 |
| Yellow | 764 | 210 | 4,640 |
| Northampton Demand | 24 | 88 | 487 |
| | 6,240 | 1,388 | 30,931 |

| Month | Hrs. of Oper. | Mileage |
|--------------|---------------|---------|
| Oct. | 1,607 | 38,146 |
| Nov. | 1,461 | 33,899 |
| Dec. | 1,388 | 30,931 |
| Jan. | | |
| Feb. | | |
| Mar. | | |
| Apr. | | |
| May | | |
| June | | |
| July | | |
| Aug. | | |
| Sept. | | |
| | 4,456 | 102,976 |

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In Re: State's Comments

Ms. Balderson noted that the grant application window closed last week for the rail side but the window for the transit side was extended until Monday.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff was absent.

In Re: Railroad Comments

Carload counts received from DCR indicated the following:

| | |
|------------------------------------|----------------|
| Coastline Chemical, New Church, VA | 12 cars |
| Pep-Up, LeCato, VA | 12 cars |
| Sharp Energy | <u>12 cars</u> |
| Total 1/1/19 – 1/31/2019: | 36 cars |

Mr. Rosner reported that bids were received today for the rehabilitation project which will entail 23,000 ties at a cost of \$3.8 million. DCR is providing 30% funding and VDRPT is funding the remaining 70%.

In Re: Recess/Adjourn

Motion was made Ms. Major, seconded by Mr. Murray, that the meeting be recessed until after the meeting of the Canonie Atlantic Co. Board of Directors. All members were present with the exceptions of Mr. Coker and Mr. Wolff and voted “yes”. The motion was unanimously passed. The meeting was recessed.

Following the Canonie Atlantic Co. meeting, the meeting was reconvened by the Chairman at 7:15 p.m.

With regard to the NANDUA barge settlement, correspondence has been received from DRPT Director Jennifer Mitchell, which stated in part:

“The remaining Commonwealth’s interest in the *NANDUA* at the time of my January 2, 2019 letter to you was \$389,186. The net proceeds from the October 25, 2018 sale of the *NANDUA* was \$179,805. The Department will recoup the \$179,805 from ANTDC and forgive the remaining \$209,381 balance. The first payment of \$50,000 is due on July 1, 2019 with two remaining payments of \$64,902.50 plus interest as outlined in Section 6.2 of Agreement 75510-54 due on July 1, 2020 and July 1, 2021, respectively (see table below):

| Balance Owed | Interest Rate | Interest | Principal | Total Payment | Due |
|--------------|---------------|------------|-------------|---------------|----------|
| \$179,805.00 | | | \$50,000.00 | \$50,000.00 | 7/1/2019 |
| \$129,805.00 | 0.06 | \$7,788.30 | \$64,902.50 | \$72,690.80 | 7/1/2020 |
| \$64,902.50 | 0.06 | \$3,894.15 | \$64,902.50 | \$68,796.65 | 7/1/2021 |

Following discussion by the Commission, motion was made by Mr. Murray, seconded by Mr. Fauber, that the Commission approve the foregoing payment schedule. All members were present with the exceptions of Mr. Coker and Mr. Wolff and voted “yes.” The motion was

unanimously passed.

Motion was made by Ms. Major, seconded by Mr. Fauber, that the meeting be adjourned. All members were present with the exceptions of Mr. Wolff and Mr. Coker and voted "yes." The motion was unanimously passed. The meeting was adjourned.