

**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, Melfa, Virginia, on Tuesday, September 6, 2011 at 5:30 p.m.

Present:

Oliver H. Bennett, Chairman
Donald L. Hart, Jr., Secretary-Treasurer
Laurence J. Trala
Willie C. Randall

Absent:

Wanda Thornton, Vice Chairman
Ron Wolff

Ex-Officio member present:

Kevin Page

Nonmembers present:

Greg McGowan, Virginia Regional Transit
Kirk Miles, STAR Transit
Larry LeMond, Bay Coast Railroad
J. T. Holland, Bay Coast Railroad
Bennie Etheridge, Canonie Atlantic Co.

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. Trala.

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 August 31 of \$5,867.49.

In Re: Minutes of August 2, 2011

Motion was made by Mr. Trala, seconded by Mr. Hart, that minutes of the meeting of August 2, 2011 be approved. All members were present with the exceptions of Mrs. Thornton and Mr. Wolff and voted "yes". Motion was passed.

In Re: Public Transportation Report

Representatives from Virginia Regional Transit distributed the following Management Report for August 2011:



Management Report for Star Transit

September 6, 2011

Operations:

- Fuel continues to be an issue due to the fluctuation of fuel prices.
- Star continues to receive a high volume of daily calls. There were 6,682 calls this month.
- The North route is in its final stages of being completed.

Mr. McGowan indicated that the new bus will not have been delivered by the anticipated October 1st start date for the North route. A loaner bus from VRT can be arranged but the cost is not known at this time. It was the consensus of the Commission that Ms. Thornton's input be sought and brought back to the Commission for discussion/analysis at its next regular meeting (October 4th)

- GPS Tracking has been installed on three buses and is functional. This has decreased radio traffic to the buses significantly.
- STAR Transit was chosen to be a Peer Group member by the Four Square Integrated Transportation Planning Company as they prepare a Transit Development Plan for the Virginia Department of Rail and Public Transportation (DRPT) for Southampton County, VA. STAR's and VRT's responses will provide relevant information in the future service

expansion in the Southampton area. STAR was chosen as a peer after DRPT shared with them STAR's successes after VRT implemented Board approved changes to the routes eighteen months ago.

- ESCC and the Town of Exmore have both sent letters agreeing to provide “in-kind match” for the construction of two Bus Shelters. The shelters have been ordered and delivery is expected within four to six weeks.
- Emergency Preparation plans were in place well ahead of Hurricane Irene. Sandbags were placed around the facility and all vehicles were moved to higher elevations on Friday evening before the storm hit. All equipment was back on property late Sunday evening and the facility was inspected for any damages or water that may have entered the building. A small puddle of water was discovered in the bay area of the garage that came down the chimney pipe and this has been addressed. It is believed that the wind was shifting the pipe causing the seal to loosen and allow water to come in. Staff did a great job preparing for the storm.

Ridership Statistics for August 2011

- The ridership count for August is 5,938 passengers. This is up over last year's 3,895 for this time period.
- Ridership had been expected to plateau at some point but it is still increasing every month. August experienced another 40% increase over the previous year on the same month. With the start of school ridership is expected to increase at ESCC this year. We should begin discussions regarding increased local funding before the two counties begin their FY12-13 budget processes. This increased funding is needed to meet the growing need for additional transportation services throughout the Eastern Shore.

Financials

- The Eastern Shore Community Services Board has inquired about the possibility of partnering with STAR. Staff is currently evaluating this proposal and will follow up with ANTDC Board at the Oct. 2011 meeting.

STAR TRANSIT 2010 - 2011				JULY 31, 2011 20 DAYS			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Per Trip Analysis			Total Cost
				10-11 Trips	09-10 Trips	Diff	
Oct.	\$32,583.82	\$26,011.65	\$6,572.17	4,680	2,932	60%	\$5.56
Nov.	\$34,503.12	\$37,752.87	-\$3,249.75	4,785	2,381	101%	\$7.89
Dec.	\$33,021.71	\$30,234.00	\$2,787.71	3,577	2,781	29%	\$8.45
Jan.	\$33,527.90	\$36,655.67	-\$3,127.77	5,085	2,871	77%	\$7.21
Feb.	\$34,006.60	\$36,823.85	-\$2,817.25	4,584	2,760	66%	\$8.03
Mar.	\$33,472.72	\$54,500.44	-\$21,027.72	5,319	3,482	53%	\$10.25

Apr.	\$41,656.85	\$38,616.74	\$3,040.11	5,021	3,800	32%	\$7.69
May	\$42,992.17	\$52,504.66	-\$9,512.49	4,868	3,263	49%	\$10.79
June	\$43,950.94	\$48,125.58	-\$4,174.64	5,189	2,998	73%	\$9.27
July	\$41,473.19	\$39,959.56	\$1,513.63	5,016	3,251	54%	\$7.97
Aug.			\$0.00	1	3,895	-100%	\$0.00
Sept.			\$0.00	1	4,270	-100%	\$0.00
VEH			\$0.00	48,126			
TOTAL	\$371,189.02	\$401,185.02	-\$29,996.00		\$38,684.00		
				4,813	AVERAGE COST PER TRIP - >		\$8.34
					< - AVERAGE MONTHLY TRIP		

Hours of Operation				Cost per Mile			
HOURS				COST			
Oct.	785	April	864	Oct.	\$1.13	April	\$1.43
Nov.	785	May	864	Nov.	\$1.67	May	\$2.14
Dec.	710	June	905	Dec.	\$1.46	June	\$1.94
Jan.	785	July	822	Jan.	\$1.42	July	\$1.73
Feb.	747	Aug.		Feb.	\$1.52	Aug.	\$0.00
Mar.	946	Sept.		Mar.	\$1.91	Sept.	\$0.00
TOTAL			8,213	TOTAL			
	AVERAGE MONTHLY HOURS		821		AVERAGE COST PER MILE		\$1.64

Hourly Cost				Mileage			
Oct	\$33.14	April	\$44.70	Oct	23,052	April	26,937
Nov.	\$48.09	May	\$60.77	Nov.	22,562	May	24,491
Dec.	\$42.58	June	\$53.20	Dec.	20,662	June	24,772
Jan.	\$46.70	July	\$48.59	Jan.	25,817	July	23,059
Feb.	\$49.27	Aug	\$0.00	Feb.	24,283	Aug	
March	\$57.61	Sept	\$0.00	March	28,473	Sept.	
TOTAL				TOTAL			244,108
	AVERAGE TOTAL HOURLY COST		\$48.84		AVERAGE MONTHLY MILES		24,411

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,506	237	5,942
Purple	1,517	222	5,774
Blue	1,447	163	4,044
Green	546	200	4,468
Spare/Other			2,831
	5,016	822	23,059

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In Re: State's Comments

Mr. Page indicated that following the audit of STAR Transit's books, they are awaiting confirmation from Virginia Regional Transit on the final numbers. Preliminary figures indicate an overpayment to STAR of \$28,000 in operating funds and \$13,000 in capital funds. A payment arrangement, possibly over the next four fiscal cycles, will be developed.

In Re: Airport Update

There was no report.

In Re: Railroad Comments

Mr. LeMond reported that the first float trip was made on August 12th – 3 cars – propane and scrap metal. He also noted that the Little Creek float bridge sustained minor damages from tidal surge as a result of Hurricane Irene. Finally, Mr. LeMond noted that the pre-bid meeting was held today for the construction of the new concrete crossing at Melfa, estimated to cost \$60,000.

NEW BUSINESS

In Re: Award of FY 2011 Audit

Motion was made by Mr. Trala, seconded by Mr. Hart, that Mitchell & Co. be awarded the bid to provide the FY 2011 audit in accordance with its proposal. All members were present with the exceptions of Mrs. Thornton and Mr. Wolff and voted "yes." The motion was unanimously passed.

In Re: Adjourn

Noting that the Commission was not comfortable yet with reverting back to the bi-monthly meeting schedule, motion was made by Mr. Randall, seconded by Mr. Page, that the meeting be adjourned until 5:30 p.m., Tuesday, October 4, 2011 at the Eastern Shore Community College, Melfa, Virginia. All members were present with the exceptions of Mr. Wolff and Mrs. Thornton and voted "yes." The motion was passed.

The meeting was adjourned.