

**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, March 5, 2019 at 5:30 p.m.

Present:

Donald L. Hart, Jr., Chairman  
John R. Coker, Vice Chairman  
H. Spencer Murray  
Dave Fauber

Absent:

Ron Wolff  
C. Reneta Major, Secretary-Treasurer

Ex-Officio member present:

Linda Balderson

Nonmembers present:

Bruce Simms, Virginia Regional Transit  
Bill Moore, STAR Transit  
Paul Muhly, Canonie Atlantic Co.  
Baron Emery, DCR  
Oliver H. Bennett, 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. 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 February 28 of \$84,894.06.

In Re: Minutes of February 5, 2019

Motion was made by Mr. Murray, seconded by Mr. Coker, that minutes of the meeting of February 5, 2019 be approved. All members were present with the exceptions of Mr. Wolff and Ms. Major and voted "yes". The motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report  
March 5<sup>th</sup> 2019**

**Operations**

- For the second month in a row, ridership totals have exceeded that of the previous year's comparable month. February 2019 STAR Transit provided 7602 rides to the residents and guests of the Eastern Shore of Virginia; an increase of 686 or 9% over February 2018's total of 6916.
- Eastern Shore Community College ridership remained steady for February 2019, having provided 495 rides to current students, surpassing February 2018's total of 466.
- STAR Transit management continually monitors the performance of the system, and has noted that the "Yellow" Cape Charles route, "Silver / Orange" Chincoteague and "Blue / Gold" Walmart to Parksley route are all averaging well above the last several years and are frequently standing room only. In consideration of this information, future grant requests for capital rolling stock will likely be for larger vehicles on these routes.

- STAR Transit received during the month of February a new ISP up-grade, now utilizing “New Beam” for internet connectivity. This enhancement has also been integrated into the STAR Transit phone system.

**Human Resources**

- STAR Transit is currently training one new Vehicle Operator.
- During the month of February, pursuant to a Freedom of Information Act request from the organization American Transparency of Fairfax Va., STAR Transit employee salary information was provided through the Accomack-Northampton Transportation District Commission. This request has become an annual occurrence and was provided as requested in the same format as previous years.

**Marketing and Outreach**

- STAR Transit management met with Ms. Clare Vaughn, Regional Planner and Curt Smith, Director of Planning for the Accomack-Northampton Planning District Commission February 28<sup>th</sup>. This conversation was centered on the inclusion of STAR Transit in a future Parksley Va. Grant funded beautification project. STAR Transit has a HUB location in Parksley Va., and may benefit from inclusion this project. *No action was needed by the Commission at this time.*
- Mr. Zach Ponds, Cape Charles Town Planner, has inquired about bus shelters. Basic shelter information as well as current route schedules have been provided to the Town to determine future placement preferences.

**Transit Maintenance**

- ***Preventive Maintenance Program***  
Routine vehicle preventive maintenance is up to date.

<b>December 2017:</b>	<b>6438</b>	<b>December 2018:</b>	<b>6240</b>
<b>January 2018:</b>	<b>6028</b>	<b>January 2019:</b>	<b>7349</b>
<b>February 2018:</b>	<b>6916</b>	<b>February 2019:</b>	<b>7602</b>

STAR TRANSIT 2018-2019				January 31, 2019, 22 DAYS			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	Passengers		Total Cost
					2018-19	2017-18 Trips	
<b>Oct.</b>	\$62,184.78	\$45,623.53	\$16,561.25	<b>Oct.</b>	8184	8,102	\$5.57
<b>Nov.</b>	\$72,887.88	\$61,500.12	\$11,387.76	<b>Nov.</b>	7227	7,170	\$8.51
<b>Dec.</b>	\$69,999.04	\$50,839.24	\$19,159.80	<b>Dec.</b>	6240	6,438	\$8.15
<b>Jan.</b>	\$73,891.46	\$68,696.19	\$5,195.27	<b>Jan.</b>	7379	6,028	\$9.31
<b>Feb.</b>			\$0.00	<b>Feb.</b>		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
					29030	86,770
<b>TOTAL</b>	<b>\$278,963.16</b>	<b>\$226,659.08</b>	<b>\$52,304.08</b>	<b>AVERAGE COST PER PASSENGER -&gt;</b>		<b>\$7.81</b>
				<b>AVERAGE PASSENGERS PER MONTH -&gt;</b>		<b>7,258</b>

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.	0.22	July	#DIV/0!	Jan.	\$2.05	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!
				<b>TOTAL</b>			
<b>AVERAGE MONTHLY PASSENGERS PER MILE</b>			<b>0.21</b>	<b>AVERAGE COST PER MILE</b>			<b>\$1.66</b>

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.	4.5	June	#DIV/0!
Jan.	\$44.55	July	#DIV/0!	Jan.	4.8	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!
<b>TOTAL</b>				<b>AVERAGE PASSENGERS PER HOUR</b>			<b>4.8</b>
				<b>AVERAGE TOTAL HOURLY COST</b>			<b>\$37.79</b>

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,674	231	6,035
Purple	1,114	226	5,451
Gold	821	121	2,289
Blue	961	138	2,220
Accomack Demand	487	209	4,124
Silver	647	138	3,600
Orange	615	138	4,400
Yellow	1,012	231	4,920
Northampton Demand	18	112	488
	<b>7,349</b>	<b>1,544</b>	<b>33,527</b>

Month	Hrs. of Oper.	Mileage
Oct.	1,607	38,146
Nov.	1,461	33,899
Dec.	1,388	30,931
Jan.	1,542	33,527
Feb.		
Mar.		
Apr.		
May		
June		
July		
Aug.		
Sept.		
	5,998	136,503

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In Re: State's Comments

Ms. Balderson had no comments.

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	24 cars
Pep-Up, LeCato, VA	13 cars
Sharp Energy	<u>13 cars</u>
Total 1/1/19 – 1/31/2019:	50 cars

In Re: Election of Officers:

Motion was made by Mr. Murray, seconded by Mr. Fauber that the same slate of officers be elected for the coming year, as outlined below. All members were present with the exceptions of Mr. Wolff and Ms. Major and voted "yes." The motion was unanimously passed. Said officers are

as follows:

Donald L. Hart, Jr., Chairman  
John Coker, Vice Chairman  
C. Reneta Major, Secretary-Treasurer  
Janice K. Williams, Asst. Secretary-Treasurer

In Re: Elect Representative & Provide Instruction for the Canonie Atlantic Co. Annual Meeting

Motion was made by Mr. Murray, seconded by Mr. Coker, that Mr. Donald L. Hart, Jr., be appointed to represent the stockholder (ANTDC) at the Canonie Atlantic Co. annual meeting. All members were present with the exception of Mr. Wolff and Ms. Major and voted “yes.” The motion was unanimously passed.

Motion was made by Mr. Murray, seconded by Mr. Coker, that Mr. Hart be instructed as follows:

(a) to vote for the reappointments of Mr. Bennett, Ms. Major and Mr. Muhly for new three-year terms commencing April 1, 2019.

All members were present with the exception of Ms. Major and Mr. Wolff and voted “yes”. The motion was unanimously.

In Re: Recess/Adjourn

Motion was made Mr. Coker, seconded by Mr. Fauber, 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. Wolff and Ms. Major 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 7:45 p.m.

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