

**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, May 7, 2019 at 5:30 p.m.

Present:

Donald L. Hart, Jr., Chairman
John R. Coker, Vice Chairman
C. Reneta Major, Secretary-Treasurer
Ron Wolff
H. Spencer Murray

Absent:

Dave Fauber

Ex-Officio member present:

Linda Balderson

Nonmembers present:

Bruce Simms, Virginia Regional Transit
Bill Moore, STAR Transit
Paul Muhly, Canonie Atlantic Co.
Steve Johnson, Commonwealth Transportation Board

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 April 30 of \$83,859.67. Mr. Murray reminded the Commission of the \$50,000 payment due 7-1-2019 to the Commonwealth of Virginia (*NANDUA* proceeds)

In Re: Minutes of April 2, 2019

Motion was made by Ms. Major, seconded by Mr. Wolff, that minutes of the meeting of April 2, 2019 be approved. All members were present with the exception of Mr. Fauber and Mr. Coker and voted "yes". The motion was passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
May 7th 2019**

Operations

- STAR Transit records indicate a fourth consecutive month exceeding ridership totals of the previous year's comparable month. April 2019, STAR Transit provided an impressive 8,432 rides for the residents and guests of the Eastern Shore of Virginia; an increase of 1,087 rides or 12% over April 2018's total of 7345. Additionally, April held the highest one day passenger count recorded; 475 passengers.
- Eastern Shore Community College ridership reports an increase as well, as STAR Transit provided 561 rides during the month of April 2019 for current students, surpassing April 2018's total of 499.
- An ON / OFF study has been completed, and results will be available for the June ANTDC meeting. This study will assist management and stakeholders identify well

utilized stops within the transit system and will indicate bus stop shelter placement opportunities.

Human Resources

- STAR Transit welcomed one new vehicle operator to the team during the month of April. This driver is currently in training.
- During the month of April, STAR Transit staff conducted annual driving evaluations with all vehicle operators.
- STAR Transit has received the TAPTCO (Transit And Para-Transit Company) training program for use in vehicle operator training. This training program was funded by the Rural Transit Assistance Program at no cost to STAR and covers all aspects of vehicle operation including FTA’s drug & alcohol program training.

Marketing and Outreach

- STAR Transit participated in ESCC’s spring break fair on Wednesday April 17th, 2019. This was for 9th through 12th grade students with Disabilities, providing travel training on the use of the STAR Transit system. All attendees were supportive of the STAR Transit, and some inquired about possible northern route extensions.

Transit Maintenance

- ***Preventive Maintenance Program***
Routine vehicle preventive maintenance is up to date.
- STAR Transit will offer two buses, unit #34 and unit #275 for sale at public auction. These buses will be listed for sale in the next two weeks online at: www.publicsurplus.com

February 2018	6916	February 2019	7602
March 2018	7188	March 2019	7737
April 2018	7345	April 2019	8432

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STAR TRANSIT 2018-2019				MARCH 31, 2019, 21 DAYS			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	Passengers		Total Cost
					2018-19	2017-18 Trips	
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.	\$73,891.46	\$68,696.19	\$5,195.27	Jan.	7379	6,028	\$9.31
Feb.	\$65,899.19	\$53,750.60	\$12,148.59	Feb.	7602	6,916	\$7.07
Mar.	\$72,425.67	\$66,219.76	\$6,205.91	Mar.	7737	7,188	\$9.21
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
TOTAL	\$417,288.02	\$346,629.44	\$70,658.58		44369	86,770	
				AVERAGE COST PER PASSENGER ->			\$7.81
				AVERAGE PASSENGERS PER MONTH ->			7,395

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.	0.23	Aug.	#DIV/0!	Feb.	\$1.64	Aug.	#DIV/0!
Mar.	0.22	Sept.	#DIV/0!	Mar.	\$1.91	Sept.	#DIV/0!
				TOTAL			
AVERAGE MONTHLY PASSENGERS PER MILE			0.22	AVERAGE COST PER MILE			\$1.70

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.	\$38.50	Aug	#DIV/0!	Feb.	5.4	Aug	#DIV/0!
March	\$45.29	Sept	#DIV/0!	March	5.3	Sept.	#DIV/0!
TOTAL				AVERAGE PASSENGERS PER HOUR			5.0
	AVERAGE TOTAL HOURLY COST		\$39.14				

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,520	221	6,170
Purple	1,258	215	5,474
Gold	945	116	2,314
Blue	1,053	131	2,264
Accomack Demand	515	200	4,492
Silver	667	131	3,708
Orange	679	131	4,377
Yellow	1,075	221	4,948
Northampton Demand	25	96	867

7,737 1,462 34,614

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.	1,396	32,815
Mar.	1,462	34,614
Apr.		
May		
June		
July		
Aug.		
Sept.		
	8,856	203,932

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In Re: State's Comments

Ms. Balderson said that the draft Six Year Plan is available on the state's website. Action by the Commonwealth Transportation Board is expected in June and funds will be available July 1st.

In Re: Melfa Airport Update

Mr. Hart had no report.

In Re: Wallops Update

Mr. Wolff stated that the Antares rocket launch on April 17 resulted in the most visitors yet.

Mr. Coker arrived at 5:35 p.m.

In Re: Railroad Comments

Carload counts received from DCR indicated the following:

Coastline Chemical, New Church, VA	12 cars
Pep-Up, LeCato	6 cars

Sharp Energy, LeCato
Total 4/1/19 – 4/30/2019:

4 cars
22 cars

In Re: Closed Session:

Motion was made by Mr. Wolff, seconded by Mr. Murray, that the Commission enter Closed Session in accordance with Section 2.2-3711 of the Code of Virginia of 1950, as amended:

Paragraph 1: Discussion or consideration of employment, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees or employees of any public body.

(STAR Transit incident; STAR M-O-U)

All members were present with the exception of Mr. Fauber and voted “yes.” The motion was unanimously passed.

After Closed Session, the Chairman reconvened the meeting and said that the Commission had entered the closed session for that purpose as set out in paragraph 1 of Section 2.1-3711 of the Code of Virginia of 1950, as amended. Upon being polled individually, each member confirmed that this was the only matter of discussion during the closed session.

In Re: Recess/Adjourn

Motion was made Mr. Murray, seconded by Mr. Coker, that the meeting be recessed until after the meeting of the Canonie Atlantic Co. Board of Directors. All members were present with the exception of Mr. Fauber 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 6:50 p.m.

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