

**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, September 3, 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
Dave Fauber

Ex-Officio member present:

Linda Balderson

Nonmembers present:

Bruce Simms, Virginia Regional Transit/STAR Transit
William Moore, STAR Transit
Paul Muhly, Canonie Atlantic Co.
John D. Sharpley, Canonie Atlantic Co.
Linda Cicoira, Eastern Shore Post
Richard Lewis, Associated Grain
Jen Lewis, Associated Grain
Carol Vaughn, Eastern Shore News
Mark Rosner, Delmarva Central Railroad
Travis Pruitt, Mini-storage
Louise Johnson, Citizen
Gregory Johnson, Citizen (shop and farm)
Martin Kemp, Pep-Up

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. Wolff.

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 \$38,988.09.

In Re: Minutes of August 6, 2019

Motion was made by Mr. Wolff, seconded by Ms. Major, that minutes of the meeting of August 6, 2019 be approved. All members were present and voted “yes”. The motion was passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
September 3rd, 2019**

Operations

- STAR Transit’s ridership totals for the month of August 2019 indicate a reduction in utilization compared to STAR Transit’s highest month on record; August of 2018 where STAR Transit provided 8,711 rides. Due to the timing of month end in relation to the observance of Labor Day and meeting schedule, the August 2019 ridership total will be delivered verbally during the ANTDC Board meeting.
- Eastern Shore Community College ridership indicates a healthy increase from August 2018’s total of 316. The total number of rides provided for ESCC during August 2019 will be delivered verbally during the ANTDC Board meeting.

- STAR Transit staff continues to review the current routes within Accomack County, as well as scenarios for adding the “Horntown Area” to the transit system. Draft routing scenarios are available and have been provided as directed at the July ANTDC meeting. It is our hope to present scenarios to the County of Accomack for comments or consensus as well as to discuss local match commitments for funding of such an expansion. *It was the consensus of the Commission to proceed with the Horntown Expansion.*

Human Resources

- STAR Transit is currently recruiting for an additional vehicle operator.

Marketing and Outreach

- STAR Transit management recently conducted a “mock” Drug & Alcohol testing scenario simulation with the Onley Community Health Center. This is an annual requirement mandated by FTA and DRPT. No discrepancies were noted.
- STAR Transit’s management has a scheduled meeting with representatives from the Eastern Shore Community College. We will be discussing the proposed new northern route, and the upcoming new college year. Additionally, representatives from Tyson’s and Perdue have contacted STAR Transit expressing an interest in the proposed northern Horntown expansion route. STAR Transit management will be meeting with each company’s Human Resources department.
- Representatives from the Accomack-Northampton Planning District Commissions Transportation Technical Advisory Committee have requested additional information on bus shelters. The request is related to additional shelter installations in the Cape Charles area.

Transit Capital

- ***Preventive Maintenance Program***
Routine vehicle preventive maintenance is up to date.
- STAR Transit received approval for a grant funded two way radio communications system for FY20. This system may include but not be limited to an office base station, bus radios, support vehicle radios and GPS locations.

May 2018	8017	May 2019	7933
June 2018	7504	June 2019	7110
July 2018	6945	July 2019	7591
August 2018	8711	August 2019	_____

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JULY 31, 2019, 22 DAYS

STAR TRANSIT 2018-2019

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.	\$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.	\$67,890.91	\$56,401.79	\$11,489.12	Apr.	8432	7,345	\$7.68
May	\$70,133.82	\$60,620.74	\$9,513.08	May	7933	8,017	\$7.56
June	\$68,703.58	\$58,414.86	\$10,288.72	June	7110	7,504	\$7.78
July	\$78,127.48	\$77,272.51	\$854.97	July	7591	6,945	\$11.13
Aug.			\$0.00	Aug.		8,711	\$0.00
Sept.			\$0.00	Sept.		6,406	\$0.00
TOTAL	\$702,143.81	\$599,339.34	\$102,804.47		75435	86,770	\$7.95
				AVERAGE COST PER PASSENGER ->			
				AVERAGE PASSENGERS PER MONTH ->			

Passengers per Mile				Cost per Mile			
Oct.	0.21	April	0.24	Oct.	\$1.20	April	\$1.60
Nov.	0.21	May	0.23	Nov.	\$1.81	May	\$1.72
Dec.	0.20	June	0.22	Dec.	\$1.64	June	\$1.83
Jan.	0.22	July	0.20	Jan.	\$2.05	July	\$2.07
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				TOTAL			
AVERAGE MONTHLY PASSENGERS PER MILE				AVERAGE COST PER MILE			

Hourly Cost				Passengers per Hour			
Oct	\$28.39	April	\$36.72	Oct	5.1	April	5.5
Nov.	\$42.09	May	\$39.31	Nov.	4.9	May	5.1
Dec.	\$36.63	June	\$41.84	Dec.	4.5	June	5.1
Jan.	\$44.55	July	\$50.31	Jan.	4.8	July	4.9
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				TOTAL			
AVERAGE TOTAL HOURLY COST				AVERAGE PASSENGERS PER HOUR			

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,379	231	6,698
Purple	1,169	226	6,027
Gold	1,102	121	2,626

Blue	1,068	138	2,580
Accomack Demand	437	209	4,104
Silver	736	138	4,681
Orange	621	138	4,105
Yellow	1,046	231	5,455
Northampton Demand	33	104	1,085
	<u>7,591</u>	<u>1,536</u>	<u>37,361</u>

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.	1,536	35,338
May	1,542	35,180
June	1,396	31,990
July	1,536	37,361
Aug.		
Sept.		
	<u>14,866</u>	<u>343,801</u>

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In Re: State's Comments

There were no comments from Ms. Balderson.

In Re: Melfa Airport Update

Mr. Hart had no report.

In Re: Wallops Update

Mr. Wolff stated that the next Antares launch is scheduled for October 17th. He also reported that the runway drone program is "up and going" and "booked like crazy".

In Re: Railroad Comments

Carload counts received from DCR indicated the following:

Coastline Chemical, New Church, VA	11 cars
Sharp, LeCato, VA	<u>1 cars</u>
Total 8/1/2019 – 8/31/2019:	12 cars

Mr. Rosner also reported that the renovation project will be completed soon.

In Re: Recess/Adjourn

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

Following the Canonic Atlantic Co. meeting, the meeting was reconvened by the Chairman at 6:45 p.m.

Motion was made by Mr. Wolff, seconded by Mr. Murray, that the meeting be adjourned. All members were present and voted “yes.” The motion was unanimously passed. The meeting was adjourned.