

**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, December 3, 2019 at 5:30 p.m.

Present:

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

Ex-Officio member present:

Linda Balderson

Absent:

C. Reneta Major, Secretary-Treasurer
Ron Wolff

Nonmembers present:

Phil Thompson, Virginia Regional Transit/STAR Transit
William Moore, STAR Transit
Cliff Grunstra, Delmarva Central Railroad
Steve Johnsen, Commonwealth Transportation Board
Clara Vaughn, A-N PDC
John D. Sharpley, Canonie Atlantic Co.
Jim Outland, 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 November 29th of \$44,248.68.

In Re: Minutes of November 4, 2019

Motion was made by Mr. Coker, seconded by Mr. Murray, that minutes of the meeting of November 4, 2019 be approved. All members were present with the exceptions of Ms. Major and Mr. Wolff and voted "yes". The motion was passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
December 3rd 2019**

Operations

- STAR Transit's ridership totals for the month of November 2019 indicate a decrease in passenger count compared to November of 2018. This decrease was expected as expansion efforts and streamlining of the STAR Transit service schedule November 1st eliminated the need for a mandatory transfer HUB in Parksley Va.
- Eastern Shore Community College ridership is up from last year. In the month of November 2019 STAR Transit provided 528 rides to ESCC students compared to November 2018's total of 486 student rides provided.
- The Accomack On-Demand "Green" route is experiencing an unprecedented amount of cancellations and no-shows. During the month of December, these inconveniences will be tracked, and passengers will be contacted regarding On-Demand guidelines.

Human Resources

- STAR Transit continues its efforts to recruit an additional vehicle operator.

Marketing and Outreach

- New Map & Schedules have been distributed throughout the entire STAR Transit service area. The new route schedules and additional service provided on the Blue / Gold routes are well liked by our passengers.
- The Blue / Gold expansions as well as the new Silver Loop expansion routes which began November 4th 2019 are performing above expectations.
- STAR Transit management will be meeting with Perdue and Tyson’s human resources departments during the month of December. Tyson’s has started an 8am shift, and STAR Transit is pleased to report an increase in route utilization to that destination.

Training

- STAR Transit did not have any scheduled training for the month of November 2019, rather focused efforts toward the new schedules and operations north of Onley Va. to ensure safety and timeliness thereof.

Transit Maintenance

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

Monthly Ridership Statistics

August 2018	8711	August 2019	8533
September 2018	6406	September 2019	7522
October 2018	8184	October 2019	8732
November 2018	7227	November 2019	6508

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STAR TRANSIT 2019-2020				OCTOBER 30, 2019, 23 DAYS			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	2019-20 Passengers	2018-19 Trips	Total Cost
Oct.	\$74,744.82	\$55,242.51	\$19,502.31	Oct.	8732	8,184	\$6.33
Nov.			\$0.00	Nov.		7,227	#DIV/0!

Dec.			\$0.00	Dec.	6,240	#DIV/0!
Jan.			\$0.00	Jan.	7,379	#DIV/0!
Feb.			\$0.00	Feb.	7,602	#DIV/0!
Mar.			\$0.00	Mar.	7,737	\$0.00
Apr.			\$0.00	Apr.	8,432	\$0.00
May			\$0.00	May	7,933	\$0.00
June			\$0.00	June	7,110	\$0.00
July			\$0.00	July	7,591	\$0.00
Aug.			\$0.00	Aug.	8,533	\$0.00
Sept.			\$0.00	Sept.	7,522	\$0.00
					8732	91,490
TOTAL	\$74,744.82	\$55,242.51	\$19,502.31	AVERAGE COST PER PASSENGER ->		\$6.33
				AVERAGE PASSENGERS PER MONTH ->		8,732

Passengers per Mile				Cost per Mile			
Oct.	0.24	April	#DIV/0!	Oct.	\$1.50	April	#DIV/0!
Nov.	#DIV/0!	May	#DIV/0!	Nov.	#DIV/0!	May	#DIV/0!
Dec.	#DIV/0!	June	#DIV/0!	Dec.	#DIV/0!	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 COST PER MILE			\$1.50
AVERAGE MONTHLY PASSENGERS PER MILE			0.24				

Hourly Cost				Passengers per Hour			
Oct	\$34.21	April	#DIV/0!	Oct	5.4	April	#DIV/0!
Nov.	#DIV/0!	May	#DIV/0!	Nov.	#DIV/0!	May	#DIV/0!
Dec.	#DIV/0!	June	#DIV/0!	Dec.	#DIV/0!	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!
March	#DIV/0!	Sept	#DIV/0!	March	#DIV/0!	Sept.	#DIV/0!
TOTAL				AVERAGE PASSENGERS PER HOUR			5.4
AVERAGE TOTAL HOURLY COST			\$34.21				

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,846	241.50	6,732
Purple	1,379	235.75	6,072
Gold	1,254	126.50	2,558
Blue	1,221	143.75	2,468
Accomack Demand	399	218.50	3,673
Silver	814	143.75	4,136
Orange	792	143.75	4,847
Yellow	985	241.50	5,417
Northampton	42	120.00	891

Demand				
		<u>8,732</u>	<u>1,615.00</u>	<u>36,794</u>

Month	Hrs. of Oper.	Mileage
Oct.	1,615	36,794
Nov.		
Dec.		
Jan.		
Feb.		
Mar.		
Apr.		
May		
June		
July		
Aug.		
Sept.	_____	_____
	1,615	36,794

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In Re: State's Comments

Ms. Balderson had no comments.

In Re: Melfa Airport Update

Mr. Hart had no report.

In Re: Wallops Update

Mr. Wolff was absent.

In Re: Railroad Comments

Carload counts were unavailable from DCR

Mr. Jim Outland, General Manager of Canonie Atlantic, Mr. Jim Outland, submitted the following activities report for November:

Canonie Atlantic Company
General Manager's Report
12/3/2019

Need CAC Board Approval – CAC Signature Authority - Created a draft CAC Signature Authority for Board review; also need to confirm who the CAC Board Members are that will be signers.

Need CAC Board Approval – Temporary Cart Crossing – Created a draft construction and rental agreement for a temporary golf cart crossing of the Cape Charles rail yard. Agreement specifies no crossing is to be installed until full liability is assumed by an entity other than CAC. I have also spoken with CAC’s insurance representative regarding the temporary golf cart crossing and have provided her with pictures as well as the proposed path route. She is consulting with the underwriter regrading this.

Need CAC Board Approval – CCBC Lease - Created a draft lease agreement with Cape Charles Brewing Company to lease space for three historic rail cars.

Need CAC Board Approval -Painter Culverts Cleanout – met with members of Accomack Co.’s ditch maintenance team regarding two obstructed CAC culverts in the Painter area that are contributing to significant residential and Route 13 flooding during periods of heavy rain. I’ve engaged with a vendor and have a quote for \$4400.00 to complete the work.

Mowing of the Cape Charles Rail Yard completed in early November.

Have also had a yard walk through with a scrap vendor regarding continued yard cleanup starting in January. The same scrapper will also scrap a cement car at Little Creek (working with BBRR on this).

I have posted Posted – No Trespassing signs throughout the Cape Charles yard to better highlight the status of the property for tourists, townspeople and town employees.

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NEW BUSINESS

In Re: Resolution – Rails to Trails Project

Motion was made by Mr. Murray, seconded by Mr. Coker, that the following resolution be adopted. All members were present with the exceptions of Mr. Wolff and Ms. Major and voted “yes.” The motion was unanimously passed. Said resolution as adopted is set forth below:

RESOLUTION APPROVING CONVERSION AND DEVELOPMENT OF CANONIE ATLANTIC COMPANY’S 49.1 MILES OF RAILROAD CORRIDOR TO AN EASTERN SHORE RAIL-TO-TRAIL PROJECT

WHEREAS, the counties of Accomack and Northampton are the principal members of the Accomack-Northampton Transportation District Commission Board; and

WHEREAS, the Accomack-Northampton Transportation District Commission Board is the sole shareholder of Canonie Atlantic Company; and

WHEREAS, Canonie Atlantic Company is a private entity which owns 49.1 miles of railroad corridor located in Accomack and Northampton Counties commonly called the Eastern Shore Railroad (ESHR); and

WHEREAS, Canonie Atlantic Company filed a petition with the Surface Transportation Board to discontinue service and end its common carrier obligation to provide freight rail service over the approximately 49.1 miles of rail line in Accomack and Northampton Counties; and

WHEREAS, the Surface Transportation Board decided on October 31, 2019 to approve Canonie Atlantic Company's petition for abandonment of service.

NOW, THEREFORE, BE IT RESOLVED, that the Accomack-Northampton Transportation District Commission approves moving forward with the conversion of the Canonie Atlantic Company's 49.1 miles of abandoned rail line to a rails-to-trails corridor; and

BE IT FURTHER RESOLVED, that it is agreed to seek the support of all appropriate governmental agencies within the Commonwealth of Virginia to achieve the goal of development of a rails-to-trails facility; and

BE IT FURTHER RESOLVED, as the Dahlgren Railroad Heritage Trail Association with support from the Virginia Bicycling Federation has petitioned the Surface Transportation Board to approve a Certificate or Notice of Interim Trail Use to work with the Accomack-Northampton Transportation District Commission, Canonie Atlantic Company, and the Counties of Accomack and Northampton, it is in the best interest of the Accomack-Northampton Transportation District Commission to negotiate with the Dahlgren Railroad Heritage Trail Association as a step in achieving its overarching goal of developing a world-class Eastern Shore Rail-to-Trail.

NOW, THEREFORE, BE IT RESOLVED that the Accomack-Northampton Transportation District Commission approves proceeding with the conversion of the Eastern Shore Railroad to a Rails-To-Trails project, and seeks the support and assistance of the Commonwealth of Virginia and the Dahlgren Railroad Heritage Trail Association and the Virginia Bicycle Federation in the successful development and completion of this project.

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In Re: Resolution of Appreciation – Spencer Murray

Motion was made by Mr. Fauber, seconded by Mr. Coker, that the following Resolution of Appreciation be adopted. All members were present with the exceptions of Mr. Wolff and Ms. Major and voted “yes.” The motion was unanimously passed. The resolution as adopted is set forth below:

RESOLUTION

WHEREAS, Mr. H. Spencer Murray has served the Accomack-Northampton Transportation District Commission since February, 2018; and

WHEREAS, Mr. Murray is retiring from service on the Northampton County Board of Supervisors; and

WHEREAS, Mr. Murray has acted and does continue to act with honor and distinction during the entire tenure of his service; and

WHEREAS, Mr. Murray has provided guidance and support to the Accomack-Northampton Transportation District Commission, STAR Transit, Canonie Atlantic Co., and Bay Coast Railroad, Inc. over the past two years and has dedicated much time and energy to the preservation and improvement of rail and public bus services on the Eastern Shore of Virginia in order that the States of Virginia, Maryland, and Delaware and the Counties of Northampton and Accomack might be economically strengthened.

NOW, THEREFORE, BE IT RESOLVED, that the Accomack-Northampton Transportation District Commission does hereby recognize and applaud the long-time, faithful and outstanding service by Mr. H. Spencer Murray during his tenure of service and furthermore does hereby extend its best wishes to him and his family for their future success and happiness.

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In Re: Recess/Adjourn

Motion was made Mr. Fauber, 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 Ms. Major 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 6:30 p.m.

Motion was made by Coker, seconded by Mr. Murray, 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.