

**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, February 4, 2020 at 5:30 p.m.

Present:

Donald L. Hart, Jr., Chairman
C. Reneta Major, Secretary-Treasurer
Dave Fauber
M. E. "Betsy" Mapp

Ex-Officio member present:

Linda Balderson

Absent:

John R. Coker, Vice Chairman
Ron Wolff

Nonmembers present:

Phil Thompson, Virginia Regional Transit
William Moore, STAR Transit
Baron Emery, Delmarva Central Railroad
John D. Sharpley, Canonie Atlantic Co.
Jim Outland, Canonie Atlantic Co.
H. Spencer Murray, Canonie Atlantic Co.
Steve Johnsen, Commonwealth Transportation Board
Clara Vaughn, ANPDC
Carol Vaughn, Eastern Shore Post

In Re: Call to Order

The Chairman called the meeting to order and indicated that a quorum was present. He welcomed Ms. M. E. "Betsy" Mapp as Northampton County's appointee, succeeding Mr. H. Spencer Murray.

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 January 31st of \$39,029.39.

In Re: Minutes of January 7, 2020

Motion was made by Ms. Major, seconded by Ms. Balderson, that minutes of the meeting of January 7, 2020 be approved. All members were present with the exceptions of Mr. Wolff 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
February 4th, 2020**

Operations

- STAR Transit's ridership totals for the month of January 2020 indicate a slight decrease in utilization compared to January of 2019. STAR Transit provided 6913 rides to the residents and guests of the Eastern Shore last month compared to 7349 in January of the previous year.
- Eastern Shore Community College ridership totals indicate an increase in utilization from the previous year. In the month of January 2020 STAR Transit provided 359 rides to ESCC students compared to January 2019's total of 340 student rides provided.

- STAR Transit’s operations team has continued to promote service expansions in the northern most area of the Eastern Shore to ensure their continued success during the month of January.

Human Resources

- STAR Transit is now fully staffed with the addition of three new drivers. These new team members have begun route and safety training.

Marketing and Outreach

- Map & Schedule revisions continue to be distributed throughout the entire Eastern Shore to assist passengers with connections and travel plans.
- The New Silver Loop which provides expansion service to Horntown continues to perform above expectations.

Training

- STAR Transit training for the month of January focused on utilizing the TAPTCO video and text manuals referencing Special Driving Conditions, Lifts, Ramps, & Securement. Additionally staff reviewed STAR Transit policies and procedures with a question and answer period following the presentation.

Transit Capital and Infrastructure

- An RFP for STAR Transit’s grant funded parking lot expansion efforts has closed as of January 31st. At this time STAR Transit management and VRT representatives will begin reviewing and scoring proposals for acceptance or denial.
- An RFP for STAR Transit’s grant funded radio system has closed as of January 31st. At this time STAR Transit management has begun a demonstration of radio equipment as part of the evaluation process.
- STAR Transit has ordered three grant funded buses approved for FY21. This order includes one 15 passenger BOC, one 19 passenger BOC and one 24 passenger truck bus.
- *Operating and Capital grant applications were submitted yesterday.*

Monthly Ridership Statistics

October	2018	8184	October	2019	8732
November	2018	7227	November	2019	6508
December	2018	6240	December	2019	6360
January	2019	7349	January	2020	6913

DECEMBER 31, 2019, 21 DAYS

STAR TRANSIT 2019-2020

Month	Total Revenue	Total Expenses	Surplus/Deficit	Passengers			Total Cost	
				Month	2019-20	2018-19 Trips		
Oct.	\$74,744.82	\$55,242.51	\$19,502.31	Oct.	8732	8,184	\$6.33	
Nov.	\$83,082.96	\$72,807.76	\$10,275.20	Nov.	6508	7,227	\$11.19	
Dec.	\$87,067.12	\$80,993.08	\$6,074.04	Dec.	6360	6,240	\$12.73	
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	
TOTAL	\$244,894.90	\$209,043.35	\$35,851.55		21600	91,490	\$9.68	
							AVERAGE COST PER PASSENGER ->	\$9.68
							AVERAGE PASSENGERS PER MONTH ->	7,200

Passengers per Mile				Cost per Mile				
Oct.	0.24	April	#DIV/0!	Oct.	\$1.50	April	#DIV/0!	
Nov.	0.17	May	#DIV/0!	Nov.	\$1.94	May	#DIV/0!	
Dec.	0.16	June	#DIV/0!	Dec.	\$2.08	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 MONTHLY PASSENGERS PER MILE	0.19	AVERAGE COST PER MILE	\$1.85	

Hourly Cost				Passengers per Hour				
Oct	\$34.21	April	#DIV/0!	Oct	5.4	April	#DIV/0!	
Nov.	\$45.42	May	#DIV/0!	Nov.	4.1	May	#DIV/0!	
Dec.	\$47.98	June	#DIV/0!	Dec.	3.8	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 TOTAL HOURLY COST	\$42.61	AVERAGE PASSENGERS PER HOUR	4.4	

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,315	221.00	6,030
Purple	1,101	215.00	5,474

Gold	605	116.00	2,562
Gold H2Expansion	654	126.00	3,077
Accomack On Demand(Green)	381	200.00	3,234
Blue	502	131.00	2,763
Blue H2Expansion	494	110.00	2,779
Silver	466	252.00	7,482
Yellow	818	221.00	4,802
Northampton Demand	24	96.00	671
	6,360	1,688.00	38,874

Month	Hrs. of Oper.	Mileage
Oct.	1,615	36,794
Nov.	1,603	37,458
Dec.	1,688	38,874
Jan.		
Feb.		
Mar.		
Apr.		
May		
June		
July		
Aug.		
Sept.		
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	4,906	113,126

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In Re: State's Comments

Ms. Balderson said that the grant application cycle has closed for the rail side. A draft grant recommendation report is due in late March for transmission to the Commonwealth Transportation Board in May.

In Re: Melfa Airport Update

Mr. Muhly said that Delegate Bloxom has asked for an appropriation in the budget for a \$2,000,000 hangar inside the fence at the Melfa airport. Accomack County will provide matching funds.

In Re: Wallops Update

Mr. Wolff was absent. Mr. Emery reported that the Air Force is contributing to

rehabilitation at the track near Wallops.

In Re: Railroad Comments

Carload counts for January provided from DCR were:

Coastline Chem	9
Pep Up	19
Sharp Energy	<u>9</u>
	37

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

Canonie Atlantic Company
General Manager's Report
02/04/2020

Rails to Trails VDOT Study - VDOT's Transportation and Mobility Planning Division will conduct a planning study of rail to trail. John Bolecek, VDOT Planner, will serve as the project manager with consultant help from VHB. Kick off meeting is February 5th from 10am to 12pm at the Chamber.

IRS Code 45G Credits - The Railroad Track Maintenance **Tax Credit**, also known as the **45G Tax Credit**, is a federal income **tax credit** for track maintenance conducted by short lines and regional railroads in the United States. These credits may be sold to other rail roads as credit for maintenance work performed. Funding for these credits is now approved to cover 2018 – 2022.

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In Re: Recess/Adjourn

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