

**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 3, 2020 at 5:30 p.m.

Present:

Donald L. Hart, Jr., Chairman
John R. Coker, Vice Chairman
C. Reneta Major, Secretary-Treasurer
Ron Wolff
Dave Fauber
M. E. "Betsy" Mapp

Ex-Officio member present:

Linda Balderson

Nonmembers present:

Bruce Simms, Virginia Regional Transit
William Moore, STAR Transit
Baron Emery, Delmarva Central Railroad
Jim Outland, Canonie Atlantic Co.
H. Spencer Murray, Canonie Atlantic Co.
Steve Johnsen, Commonwealth Transportation Board
Clara Vaughn, ANPDC
Damion Geist, citizen

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

Mr. Damion Geist, a member of the Rail Historical Society, said that he was interested in hearing an update on the rails-to-trails project.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at February 28 of \$38,692.54.

In Re: Minutes of February 4, 2020

Motion was made by Ms. Major, seconded by Ms. Mapp, that minutes of the meeting of February 4, 2020 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
March 3rd 2020**

Operations

- STAR Transit's ridership totals for the month of February 2020 indicate a decrease in utilization compared to February of 2019. Losses were primarily on lower shore Red/Purple routes. STAR Transit provided 6175 rides to the residents and guests of the Eastern Shore last month compared to 7602 in February of the previous year. Though ridership overall is down, we are pleased with the increase in ridership on the Northern Shore related to the expansion efforts in Horntown, New Church, Atlantic and the Maryland State line connection.

Mr. Moore and Mr. Simms commented that they planned to conduct an on-off study in the near future in an effort to determine the reasons behind the loss in ridership.

- Eastern Shore Community College ridership totals indicate a decrease in utilization from the previous year. In the month of February 2020 STAR Transit

provided 376 rides to ESCC students compared to February 2019's total of 495 student rides provided.

Human Resources

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

Marketing and Outreach

- STAR Transit management representatives attended both Accomack and Northampton County's Board of Supervisors budget call meetings during the month of February 2020. STAR Transit is requesting an increase in funding from the County of Accomack related to expansion efforts in the Northern Shore. Northampton County's funding level is presented as unchanged from FY20 requests.
- The New Silver Loop which provides expansion service to Horntown continues to perform above expectations.

Training

- STAR Transit training for the month of February focused on new driver evaluations and route training

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 have begun the review process of proposals including an adjusted scope to prioritize the project into phases.
- An RFP for STAR Transit's grant funded radio system has closed, and has been awarded to Delmarva Two Way Radio Inc. STAR Transit was provided an extensive demonstration of the radio capabilities during the review process. These will replace current Verizon Direct Connect cell phones and will provide better connectivity as well as GPS coordinates of all route vehicles.
- STAR Transit has ordered three grant funded buses approved for FY21. This order includes one 14 passenger BOC, one 19 passenger BOC and one 24 passenger truck bus.

Monthly Ridership Statistics

November	2018	7227
December	2018	6240
January	2019	7349
February	2019	7602

November	2019	6508
December	2019	6360
January	2020	6913
February	2020	6175

JANUARY 31, 2020, 22 DAYS

STAR TRANSIT 2019-2020

Month	Total Revenue	Total Expenses	Surplus/Deficit
Oct.	\$74,744.82	\$55,242.51	\$19,502.31
Nov.	\$83,082.96	\$72,807.76	\$10,275.20
Dec.	\$87,067.12	\$80,993.08	\$6,074.04
Jan.	\$83,249.70	\$77,258.12	\$5,991.58
Feb.			\$0.00
Mar.			\$0.00
Apr.			\$0.00
May			\$0.00
June			\$0.00
July			\$0.00
Aug.			\$0.00
Sept.			\$0.00
TOTAL	\$328,144.60	\$286,301.47	\$41,843.13

Month	Passengers		Total Cost
	2019-20	2018-19 Trips	
Oct.	8732	8,184	\$6.33
Nov.	6508	7,227	\$11.19
Dec.	6360	6,240	\$12.73
Jan.	6913	7,379	\$11.18
Feb.		7,602	#DIV/0!
Mar.		7,737	\$0.00
Apr.		8,432	\$0.00
May		7,933	\$0.00
June		7,110	\$0.00
July		7,591	\$0.00
Aug.		8,533	\$0.00
Sept.		7,522	\$0.00
	28513	91,490	
	AVERAGE COST PER PASSENGER ->		\$10.04
	AVERAGE PASSENGERS PER MONTH ->		7,128

Passengers per Mile

Oct.	0.24	April	#DIV/0!
Nov.	0.17	May	#DIV/0!
Dec.	0.16	June	#DIV/0!
Jan.	0.17	July	#DIV/0!
Feb.	#DIV/0!	Aug.	#DIV/0!
Mar.	#DIV/0!	Sept.	#DIV/0!

Cost per Mile

Oct.	\$1.50	April	#DIV/0!
Nov.	\$1.94	May	#DIV/0!
Dec.	\$2.08	June	#DIV/0!
Jan.	\$1.85	July	#DIV/0!
Feb.	#DIV/0!	Aug.	#DIV/0!
Mar.	#DIV/0!	Sept.	#DIV/0!

AVERAGE MONTHLY PASSENGERS PER MILE **0.18**

TOTAL **AVERAGE COST PER MILE** **\$1.85**

Hourly Cost

Oct	\$34.21	April	#DIV/0!
Nov.	\$45.42	May	#DIV/0!
Dec.	\$47.98	June	#DIV/0!

Passengers per Hour

Oct	5.4	April	#DIV/0!
Nov.	4.1	May	#DIV/0!
Dec.	1 3.8	June	#DIV/0!

Jan.	\$43.64	July	#DIV/0!	Jan.	1	3.9	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	\$42.88	AVERAGE PASSENGERS PER HOUR	4.3
--------------	----------------------------------	----------------	------------------------------------	------------

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,463	231.00	6,427
Purple	1,215	225.50	5,841
Gold	607	121.00	2,649
Gold H2Expansion	704	132.00	3,333
Accomack On Demand(Green)	399	209.00	3,627
Blue	537	137.50	2,935
Blue H2Expansion	545	115.50	2,945
Silver	514	264.00	8,040
Yellow	896	231.00	5,075
Northampton Demand	33	104.00	882
	6,913	1,770.50	41,754

Month	Hrs. of Oper.	Mileage
Oct.	1,615	36,794
Nov.	1,603	37,458
Dec.	1,688	38,874
Jan.	1,771	41,754
Feb.		
Mar.		
Apr.		
May		
June		
July		
Aug.		
Sept.		
	6,677	154,880

* * * * *

In Re: State's Comments

Ms. Balderson said that the Department is in the process of reviewing the many grant applications received on the rail side. A draft grant recommendation report is due in late March for transmission to the Commonwealth Transportation Board in May with public hearings scheduled for the end of May/first part of June.

In Re: Melfa Airport Update

There was no report on the Melfa Airport.

In Re: Wallops Update

Mr. Wolff said that a bid has been awarded to a Wallops company to look at communications between NASA, the Navy and Wallops for off-shore testing. Experimental trials will be conducted flying out of Melfa. The recent rocket launch was perfect and the upcoming launch schedule is very substantial with many Department of Defense launches as well. Another Antares launch is scheduled for early Fall. There is also a plan to go back to the moon for experiments in anticipation of another moon landing.

In Re: Railroad Comments

Carload counts for February provided from DCR were:

Coastline Chem	13
Pep Up	7
Sharp Energy	<u>12</u>
	32

* * * * *

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
03/03/2020

Directors & Officers Liability Insurance – The renewal application for Arch Insurance Company's Corporate Canopy Insurance and is now completed and submitted to our broker.

Wedding Venue Follow-up - John Salm, engineer for Rosemary Loft who presented at the last Board meeting, reports he is still working with VDOT to get their approval on the 40' access the venue needs off of Stone Rd and onto the existing Canonie easement across Canonie tracks.

Painter Crossing Complaint – We’ve received a citizen’s complaint regarding the crossing at Painter. I have discussed this with Jon Parks of Parks Paving and he is working up a quote and a schedule for repair. Once I have this in hand, I will begin coordinating traffic management for the work day.

Cape Charles Yard Cleanup – working with DEQ on this, meeting with clean-up contractor Major Jones on Wednesday 3/4.

* * * * *

In Re: Parksley Resolution of Support

Ms. Clara Vaughn of the A-N Planning District Commission stated that the Town of Parksley is seeking an update to the January 2019 letter of support provided by Canonie (but shared with the ANTDC) to allow placement of railcars and moveable pedestrian walkways within the railroad right-of-way. These are elements of the Community Development Block Grant (funded and underway) and TAP grant application (submitted October 2019 and under review for funding). Canonie’s updated letter is required to receive funding for the TAP grant, as VDOT does not typically allow changes in the Scope of Work once an application has been submitted. Action to adopt the resolution will be made in the Canonie Board meeting later this evening.

In Re: Election of Officers:

Motion was made by Mr. Wolff, seconded by Mr. Coker, that the same slate of officers be elected for the coming year, as outlined below. All members were present 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. Sec’y-Treas.

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

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

Motion was made by Mr. Wolff, seconded by Ms. Major, that Mr. Hart be instructed as follows:

(a) to vote for the reappointments of Mr. Fauber and Mr. Coker for new three-year terms commencing April 1, 2020.

All members were present and voted “yes.” The motion was unanimously passed.

In Re: Recess/Adjourn

Motion was made Mr. Fauber, seconded by Ms. Major, that the meeting be recessed until after the meetings of the Canonie Atlantic Co. and Eastern Shore Railroad Board of Directors. All members were present 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 8:00 p.m.

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