

**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 1, 2020 at 5:30 p.m.

Present:

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

Absent:

Dave Fauber

Ex-Officio member present:

Linda Balderson

Nonmembers present:

Phil Thompson, Virginia Regional Transit
William Moore, Virginia Regional Transit
H. Spencer Murray, Canonie Atlantic Co.
Damian Geist, citizen
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 Ms. Major.

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 31st of \$63,906.14.

In Re: Minutes of August 18, 2020

Motion was made by Mr. Wolff, seconded by Mr. Coker, that minutes of the meeting of August 18, 2020 be approved. All members were present with the exception of Mr. Fauber and voted "yes". The motion was passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
September 1st 2020**

Operations

- Due to the timing of the September meeting in relation to the close of the August monthly report, the total number of rides provided during the month of August 2020 will be delivered to the ANTDC at the September 1st meeting.
- All STAR Transit buses have social distancing measures in place as well as postings to inform the public that face coverings are required.
- STAR Transit is working to include the voter registration offices in Accomack County and Northampton County as "call" stops for the Blue/Gold and Red/Purple transit routes.

Human Resources

- STAR Transit has put into place special protective measures, posted information and provided training to all staff in an effort to mitigate the impacts of COVID19 as required by the Code of Virginia # 16VAC25-220. This includes review and

acknowledgement of STAR Transit’s INFECTIOUS DISEASE (COVID-19) Preparedness and Response Plan (August 2020) by all team members.

- STAR Transit’s policy manuals are under review by VRT and any proposed changes will be brought forward for discussion at the October meeting.

Marketing and Outreach

- A public comment notice has been advertised in local media. The purpose of this notice is to receive input from persons interested in commenting on STAR Transit’s 5311 public transportation funding application. Comments could be given in person at the STAR Transit address to Phil Thompson, Director of Operations, VRT, on Tuesday, September 1st from 3pm -4pm.
- An additional public comment notice has been advertised in local media. The purpose of this notice is to receive input from persons interested in commenting on STAR Transit’s planned 1 hour reduction on the Northampton On-Demand and one half hour reduction on the Green On-Demand routes. Similarly, comments could be given in person at the STAR Transit address to Phil Thompson, Director of Operations, VRT, on Tuesday, September 1st from 3pm - 4pm.

Training

- In addition to the COVID19 training, STAR Transit employees have had additional training in everyday safety items such as driver safety during the pandemic and passenger safety. A question and answer period followed the training.

Transit Capital and Infrastructure

- STAR Transit awaits information from DRPT and the Commonwealth Transportation Board regarding all capital requests for the upcoming fiscal year. Normally a program of projects would be approved in May or June.

Monthly Ridership Statistics

June	2019	7110	June	2020	4202
July	2019	7591	July	2020	4108
August	2019	8533	August	2020	3982

* * * * *

JULY 30, 2020, 22 DAYS

STAR TRANSIT 2019-2020

STAR TRANSIT 2019-2020				Passengers			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	2019-20	2018-19 Trips	Total Cost
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.	\$83,249.70	\$77,258.12	\$5,991.58	Jan.	6913	7,379	\$11.18
Feb.	\$79,752.20	\$84,070.58	-\$4,318.38	Feb.	6175	7,602	\$13.61
Mar.	\$84,846.21	\$69,401.24	\$15,444.97	Mar.	5830	7,737	\$8.97
Apr.	\$83,891.73	\$51,872.90	\$32,018.83	Apr.	3530	8,432	\$6.15
May	\$80,790.28	\$62,077.43	\$18,712.85	May	3443	7,933	\$7.83
June	\$85,128.70	\$72,244.72	\$12,883.98	June	4202	7,110	\$10.16
July	\$92,992.10	\$86,789.04	\$6,203.06	July	4108	7,591	\$11.43
Aug.			\$0.00	Aug.		8,533	\$0.00
Sept.			\$0.00	Sept.		7,522	\$0.00
TOTAL	\$835,545.82	\$712,757.38	\$122,788.44		55801	91,490	\$12.77
					AVERAGE COST PER PASSENGER ->		5,580
					AVERAGE PASSENGERS PER MONTH ->		

Passengers per Mile				Cost per Mile			
Oct.	0.24	April	0.09	Oct.	\$1.50	April	\$1.33
Nov.	0.17	May	0.10	Nov.	\$1.94	May	\$1.76
Dec.	0.16	June	0.11	Dec.	\$2.08	June	\$1.84
Jan.	0.17	July	0.10	Jan.	\$1.85	July	\$2.15
Feb.	0.16	Aug.	#DIV/0!	Feb.	\$2.21	Aug.	#DIV/0!
Mar.	0.14	Sept.	#DIV/0!	Mar.	\$1.72	Sept.	#DIV/0!
TOTAL				TOTAL			
AVERAGE MONTHLY PASSENGERS PER MILE			0.14	AVERAGE COST PER MILE			\$1.84

Hourly Cost				Passengers per Hour			
Oct	\$34.21	April	\$29.16	Oct	5.4	April	2.0
Nov.	\$45.42	May	\$38.53	Nov.	4.1	May	2.1
Dec.	\$47.98	June	\$40.77	Dec.	3.8	June	2.4
Jan.	\$43.64	July	\$48.76	Jan.	3.9	July	2.3
Feb.	\$52.19	Aug	#DIV/0!	Feb.	3.8	Aug	#DIV/0!
March	\$39.17	Sept	#DIV/0!	March	3.3	Sept.	#DIV/0!
TOTAL				TOTAL			
AVERAGE TOTAL HOURLY COST			\$41.92	AVERAGE PASSENGERS PER HOUR			3.3

Route Location	Passenger Totals	Operating Hours	Mileage
Red	618	231.00	6,274
Purple	694	226.00	5,727
Gold	380	121.00	2,572
Gold H2Expansion	343	132.00	3,233
Accomack On Demand(Green)	259	209.00	3,000
Blue	353	138.00	2,997
Blue H2Expansion	362	116.00	2,937
Silver	510	264.00	7,856
Yellow	571	231.00	4,992
Northampton Demand	18	112.00	715
	4,108	1,780.00	40,303

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.	1,611	38,015
Mar.	1,772	40,326
Apr.	1,779	39,056
May	1,611	35,337
June	1,772	39,351
July	1,780	40,303
Aug.		
Sept.		
	<hr/>	<hr/>
	17,002	387,268

* * * * *

In Re: State's Comments

Ms. Balderson said that she did not know at this time when the Commonwealth Transportation Board would approve the Six Year Plan.

In Re: Melfa Airport Update

Mr. Muhly reported that the Navy is interested in a new tower being erected for their line of sight/firing range over the ocean.

In Re: Wallops Update

Mr. Wolff said that a radar tracking plane enroute to Wallops went down yesterday near Bloxom as a result of a complete systems failure. All four crew ejected safely. An investigation is pending. There were no damages on the ground other than the soybean field. The next Antares launch, an evening event, is planned for September 24th and will resupply the space station.

In Re: Railroad Comments

Carload counts for August provided from DCR were:

Coastline Chem	7
Pep Up	<u>3</u>
Total	10

* * * * *

The following Activities Report was submitted by Mr. Jim Outland, General Manager of Canonic Atlantic, and H. Spencer Murray, Senior Vice President – Administration:

Directors Update for September 1, 2020

From: H. Spencer Murray, SVP for Administration

Jim Outland, General Manager

1. Rails to Trails VDOT

Spencer has heard from Mark Rosner of DCR about allowing use of the approximately .60 miles of rail line DCR leases south of Main St in Hallwood. DCR has created a draft agreement to allow trail use next to this section of leased track. The agreement requires assumption of liability by the trail operator.



View looking south from Main St along DCR's leased line.

2. Cape Charles Boats – The Vessel “Sea Sharp”

Jim has sent Dan Brown a follow-up email regarding removal of the burned out boat below which remains the subject of insurance litigation. The message reminds Dan of his prior commitment to have it moved by 9/1.



3. HRSD Sewer Line Easement

As announced in the ES Post, the Circuit Courts of Accomack and Northampton Counties will hold public hearings on October 2nd regarding the question of each county joining the Hampton Roads Sanitation District Commission. Should these petitions be granted, CAC remains open to negotiations with HRSD for use of the railroad right of way.

4. Paving RR Crossings

Jim has engaged John Salm to prepare VDOT-approved traffic control plans for each intersection to be paved. Mr. Salm's traffic control plans are now with our flagging company for review. After the flagging company's review, Jim will submit these to VDOT. Once the plans are approved, Jim will need sign-off from the Accomack County Administrator, Local Law Enforcement and the Virginia State Police.

5. T&W Block Property Lease

Jim has a 2nd letter drafted to T&W as a reminder to vacate and remediate the rail yard by no later than 10/1 and will send it this week.

6. Track Owner's General Liability Policy Renewal

AON has sent us a renewal reminder and a form to be submitted by no later than 9/15. Our agent is also notifying us to expect a premium increase of between 5 and 10%

* * * * *

In Re: Recess/Adjourn

Motion was made Mr. Wolff, seconded by Mr. Bennett, that the meeting be recessed until after the meeting of the Canonic Atlantic Co. Board of Directors. All members were present with the exception of Mr. Fauber and voted "yes." The motion was unanimously passed.

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 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.