

**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 Office, Melfa, Virginia, on Tuesday, April 2, 2013 at 5:30 p.m.

Present:

Oliver H. Bennett, Chairman
Donald L. Hart, Jr., Vice Chairman
C. Reneta Major, Secretary-Treasurer
Willie C. Randall
Laurence J. Trala
Ron Wolff

Ex-Officio member present:

Jeremy Latimer

Nonmembers present:

Larry LeMond, Bay Coast Railroad
J. T. Holland, Bay Coast Railroad
Darrel Feasel, Virginia Regional Transit
Mark McGregor, Virginia Regional Transit

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 March 31st of \$13,977.37.

In Re: Minutes of March 5, 2013

Motion was made by Mr. Hart, seconded by Ms. Major, that minutes of the meeting of March 5, 2013 be approved. All members were present with the exception of Mr. Wolff and voted "yes". Motion was unanimously passed.

In Re: Public Transportation Report

Mr. Feasel distributed the following Management Report for April 2013:



**Management Report for Star Transit
April 2, 2013**

Operations

- ***Transit Manager*** – John Maher has replaced Maria Ptakowski as the VRT Transit Manager responsible for the day to day management of the Star Transit system. John has been the Transit Manager of the CATS system in Staunton, Virginia for the last 9 years. The VRT management team made this change to establish an on-site manager who will be able to better manage the day to day operation of the transit system. Maria Ptakowski will continue to manage the City of Suffolk transit system and this change will allow Maria to focus on the rapidly growing Suffolk transit operation.



John Maher, VRT Transit Manager

Transit Capital

- ***FY2013 Bus Capital Program*** - VRT staff completed an in-plant inspection of the three (3) Star Transit buses at the Champion Bus plant in Imlay, Michigan on March 25-27th. These vehicles are on-scheduled to be delivered to Star Transit in June. VRT staff made

changes to the size and placement of the rear bumper and to the placement of the fare box.

Marketing and Outreach

- ***Transit Advertising on Star Transit Buses*** - Tim Brazil with Media Transit the company that handles the bus advertising has placed “*Advertise Here*” on all Star Transit buses. Unfortunately Tim had to reschedule his multi-day sales trip schedule to meet with prospect advertising partners during the month of March until April because of scheduling conflicts.



Star Transit Bus #23

Transit Maintenance

- ***Preventive Maintenance Program*** - All Star Transit vehicles have been serviced for the month of March and all vehicle records are up to date.

Ridership Statistics for March 2013

- ***Ridership Statistics*** -Star Transit carried approximately 6,745 passengers in March as compared to 5,857 passengers this time last year. This is a 15% increase in ridership.

* * * * *

Mr. Wolff arrived at 5:33 p.m.

Mr. Randall suggested that VRT provide a report to the Planning Commission with regard to the transportation component of the County’s Comprehensive Plan, currently under review.

In Re: State’s Comments

Mr. Latimer noted that the draft Six Year Improvement Plan has been created.

In Re: Airport Update

Mr. Wolff reported that Orbital’s first test launch will be held on April 17th. The rocket will be moved to the pad this coming Friday. A lunar launch is scheduled for July.

In Re: Railroad Comments

Mr. LeMond reported that 508 cars year-over-year was realized at the end of the fiscal year, a 57% increase over 2011. Eastern Shore carloads represented 33% of the total traffic; Little Creek carloads represented 56%, and new overhead traffic from Little Creek to Maryland/Delaware was 11%.

In response to a question from Mr. Trala, Mr. LeMond stated that the “big gun” moved from the railroad property to the Eastern Shore National Wildlife Refuge on April 1st.

NEW BUSINESS

In Re: Transit Development Plan & Adoption of Resolution:

Mr. Latimer explained that it is a statewide requirement to review the Transit Development Plan at least every six years. This document identifies needs and resources for every transit system. At the time of the last review, VRT was not involved in the management of STAR Transit. Motion was made by Mr. Hart, seconded by Ms. Major, that the following resolution be adopted. All members were present and voted “yes.” The motion was unanimously passed. Said resolution as adopted is set forth below:

RESOLUTION OF THE ACCOMACK NORTHAMPTON TRANSPORTATION DISTRICT COMMISSION

April 2, 2013

WHEREAS, the Department of Rail and Public Transportation (DRPT) requires all public transit operators to submit a new Transit Development Plan (TDP) every six years to identify needs and resources for modifying and enhancing passenger transit within their service area; and

WHEREAS, this TDP incorporates any changes, such as organizational or governance changes, fare changes, new services, facilities equipment and vehicles, available funding, land use and economic development, employment and demographic changes; and

WHEREAS, the Accomack Northampton Transportation District Commission (ANTDC) has contracted with Virginia Regional Transit (VRT) to operate STAR Transit within its jurisdictions; and

WHEREAS, DRPT has contracted KFH Group to meet with each transit system, conduct the research and preparation of the TDP; and

WHEREAS, the last complete TDP for STAR Transit was submitted in November 2009, prior to VRT beginning operating STAR Transit and VRT has requested a new TDP for the agency; and

WHEREAS, the cost of the TDP will be paid by DRPT, at no cost to STAR Transit, the ANTDC or VRT; and

WHEREAS, VRT has requested acceptance and approval from the ANTDC in order for them to commit to the preparation of the TDP; and

WHEREAS, the final TDP will be presented to the ANTDC upon completion for their approval and submission to DRPT; and

WHEREAS, a resolution by ANTDC is necessary before action by the Commonwealth Transportation Board (CTB); and

WHEREAS, a notice to proceed can be issued by DRPT for KFH Group which will enable work to begin on the TDP effective May 1, 2013, with completion about November 1, 2013;

NOW THEREFORE, BE IT RESOLVED, by the ANTDC that permission is granted for VRT to participate with KFH Group and DRPT to complete the TDP for STAR Transit.

* * * * *

In Re: Adjourn

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