

**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, June 4, 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

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. Randall.

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 May

31st of \$12,907.46.

In Re: Minutes of May 7, 2013

Motion was made by Mr. Hart, seconded by Ms. Major, that minutes of the meeting of May 7, 2013 be approved. All members were present and voted “yes”. Motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report  
June 4, 2013**

**Operations**

- ***Driver Training*** - VRT staff will host a Driver Training workshop at STAR Transit facility on June 20th. This driver training will focus on Customer Service.
- ***Bike MS Virginia's Ocean to Bay Ride*** – STAR Transit provided shuttle service in support of this event on June 1<sup>st</sup> and 2<sup>nd</sup>.

**Transit Capital**

- ***FY2013 Bus Capital Program*** - Three Champion BOC Vans have been delivered. VRT staff has also ordered seventy (70) new Star Transit bus stop signs.
- ***Vehicle Disposition*** – Star Transit BOC Vans #20, #22, #23 and #24 will be taken to the Manheim Vehicle Auction in Harrisonburg, Virginia on July 24<sup>th</sup>. The funds received from the sale of these buses that have reached their useful life will be used for local capital match.
- ***FY2014 Bus Capital Program*** – The Commonwealth Transportation Board (CTB) at its May meeting recommended two (2) replacement BOC Vans for Star Transit in the “Draft” FY2014 Program of Projects. The CTB will make a final decision on the FY2014 Program of Project at its June 19<sup>th</sup> meeting.

**Marketing and Outreach**

- ***Northampton County Planning Commission Presentation*** - VRT management made a presentation to the Planning Commission at its May 7<sup>th</sup> meeting. The Commission members asked a number of questions, but seemed to be very pleased with the current Star Transit services and the staff presentation.

- **Outreach Meeting** – VRT management staff met with the Eastern Shore Center for Independent Living and No Limits staff during the month of May to discuss mobility issues.

**Transit Maintenance**

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

**Ridership Statistics for April 2013**

- **Ridership Statistics** -Star Transit carried approximately 7,273 passengers in May as compared to 5,875 passengers this time last year. This is a 23% increase in ridership.

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**In Re: State’s Comments**

Mr. Latimer indicated that he and Mr. LeMond had inspected the Wachapreague crossing today. He also referenced the draft Six Year Plan (included in the STAR Transit management report).

**In Re: Airport Update**

Mr. Wolff reported that another rocket launch was planned for tonight.

**In Re: Railroad Comments**

Mr. LeMond reported the following items:

1. We have experienced a 147 car increase for the 1<sup>st</sup> 2-months Y-O-Y and 87% of our carloads are over at Little Creek. Most of the carloads at Little Creek are Grit, Armor Stone, Scrap Steel and Paper.
2. We completed the rehab of the Wachapreague Crossing on May 29<sup>th</sup>. We received a lot of compliments on this repair.
3. We also completed our 2<sup>nd</sup> consecutive year without an employee injury.

Mr. Randall questioned whether the railroad would receive any additional carloads as a result of the new CBBT tunnel construction, estimated to begin in 2015. Mr. LeMond replied that while the Skanska organization was awarded a bid, the Bayshore facility in Cape Charles is not affected. Mr. Randall stated that this project will have a huge impact on the area with the possibility of job creation and increased carloads and that “we should make some noise” and suggested inviting Mr. Jeff Holland of the CBBT to a future meeting. The Commission took no

action on this suggestion.

In Re: Audit RFP – Responses Received

Staff presented the Commission with the results of the Audit Services Request for Proposal. Two responses were received but it was the recommendation of staff to table action on this award, pending additional input from Virginia Regional Transit. Motion was made by Mr. Hart, seconded by Ms. Major that the matter be tabled. All members were present and voted “yes.” The motion was unanimously passed.

In Re: Audit Requirements Agreement with Accomack County

Staff reported that the County of Accomack has adopted an audit policy which pertains to external organizations receiving county funds. The policy requires that audits be forwarded to Accomack; this has been the ANTDC’s standard operating practice for years and should present no problems for staff. Motion was made by Mr. Wolff, seconded by Ms. Major, that the Chairman be authorized to execute the Audit Requirements Agreement. All members were present and voted “yes.” The motion was unanimously passed. Said agreement is on file in the office of the ANTDC.

In Re: Adjourn

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