

**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 7 at 5:30 p.m.

Present:

Donald L. Hart, Jr., Chairman
Oliver H. Bennett
John R. Coker, Vice Chairman
Ernest L. Smith, Jr.

Absent:

C. Reneta Major, Secretary-Treasurer
Ron Wolff

Ex-Officio member present:

Linda Balderson

Nonmembers present:

H. Spencer Murray, Canonie Atlantic Co. (via phone)
Cliff Grunstra, Delmarva Central Railroad
Ashley Mills, ANPDC
George Mapp, Eastern Shore Rail Trail Foundation
Sid Camden, Buckingham Branch Railroad
Phil Thompson, Virginia Regional Transit
Bill Moore, STAR Transit
Jim Outland, Canonie Atlantic Co.
Jackie Phillips, Canonie Atlantic Co.
J. D. Sharpley, Canonie Atlantic Co.
Damien Geist, citizen
Jim McGowan, The Nature Conservancy
Steve Johnsen, Commonwealth Transportation Board

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. Bennett.

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 \$61,455.49.

In Re: Minutes of May 3, 2022

Motion was made by Mr. Bennett, seconded by Mr. Coker, that minutes of the meeting of May 3, 2022, be approved. All members were present with the exceptions of Ms. Major and Mr. Wolff and voted "yes." The motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



STAR Transit Management Report

June 7th 2022

Operations

- COVID19 protective measures, such as enhanced cleaning of revenue vehicles and provision of optional facemasks for drivers and riders remains a focus for STAR Transit. All STAR Transit Fixed Route and On-Demand services continue without delay or service interruption.
- STAR Transit's "Yellow" route, serving the areas of Cape Charles, Cheriton, Seaside, Townsend and the CBBT rest area continues to outperform expectations and has become STAR Transit's busiest route. It is noteworthy that the Northern Silver

Loop, serving Chincoteague, Horn Town, New Church and Atlantic is also performing very well.

Human Resources

- STAR Transit continues to recruit for vehicle operators throughout the Eastern Shore service area.
- Due to recruitment and retention issues, additional incentives were implemented in May 2022. No new applicants have applied; however, the additional incentives have assisted STAR Transit in retaining current employees.
- The Federal Motor Carrier Safety Administration has introduced new rules regarding the licensing of CDL drivers requiring all new applicants for Class A and Class B CDL licenses, as well as anyone wishing to receive their Passenger endorsement, to complete an Entry Level Driver Training program. For STAR Transit to assist any persons in receiving their CDL or P endorsement, the agency would need to become a Certified Training Provider and purchase the appropriate curriculum from TAPTCO. The cost associated with this process is approximately \$2500-\$5000.

Marketing and Outreach

- STAR Transit has posted the Northampton Express route schedule on bus stop shelters along the Eastern Shore to assist passengers in determining the best route and timing for their travel needs. Additionally, a large print map and schedule for all other routes is being distributed throughout the area.

Training

- During the month of May STAR Transit began the process of driver evaluations, including but not limited to ride-a-longs, time checks, spot evaluations and bus video reviews to ensure all processes and procedures are followed during route operations.

Transit Capital and Infrastructure

- Rolling stock deliveries are delayed due to chassis shortages, backlogs and vehicle manufacturer issues. STAR Transit continues to wait for 2 twenty passenger buses ordered September of 2021. All indications are that the vehicles may not arrive until 2023.

Monthly Ridership Statistics

February	2021	3881	February	2022	5409
March	2021	4933	March	2022	5909
April	2021	4748	April	2022	5684
May	2021	4011	May	2022	5804

April 30, 2022, 21 DAYS

STAR TRANSIT 2021-2022

Month	Total Revenue	Total Expenses	Surplus/Deficit	Passengers			
				Month	2021-22	2020-21 Trips	Total Cost
Oct.	\$110,802.27	\$152,531.68	-\$41,729.41	Oct.	5,018	4,781	\$30.40
Nov.	\$131,092.67	\$85,822.64	\$45,270.03	Nov.	4,936	4,328	\$17.39
Dec.	\$166,719.93	\$121,582.20	\$45,137.73	Dec.	5,127	4,328	\$23.71
Jan.	\$136,520.25	\$90,583.89	\$45,936.36	Jan.	4,645	4,120	\$19.50
Feb.	\$146,485.56	\$100,550.92	\$45,934.64	Feb.	5,409	3,881	\$18.59
Mar.	\$101,837.40	\$91,887.78	\$9,949.62	Mar.	5,909	4,933	\$18.63
Apr.	\$100,954.40	\$90,127.19	\$10,827.21	Apr.	5,684	4,748	\$18.98
May			\$0.00	May		4,011	\$0.00
June			\$0.00	June		4,524	\$0.00
July			\$0.00	July		4,560	\$0.00
Aug.			\$0.00	Aug.		5,043	\$0.00
Sept.			\$0.00	Sept.		5,190	\$0.00
TOTAL	\$894,412.48	\$733,086.30	\$161,326.18		36,728	54,447	
				AVERAGE COST PER PASSENGER ->			\$19.96
				AVERAGE PASSENGERS PER MONTH ->			5,247

Passengers per Mile				Cost per Mile			
Oct.	0.13	April	0.14	Oct.	\$3.91	April	\$2.21
Nov.	0.13	May	#DIV/0!	Nov.	\$2.19	May	#DIV/0!
Dec.	0.13	June	#DIV/0!	Dec.	\$3.01	June	#DIV/0!
Jan.	0.12	July	#DIV/0!	Jan.	\$2.29	July	#DIV/0!
Feb.	0.14	Aug.	#DIV/0!	Feb.	\$2.57	Aug.	#DIV/0!
Mar.	0.13	Sept.	#DIV/0!	Mar.	\$2.05	Sept.	#DIV/0!
TOTAL				TOTAL			
AVERAGE MONTHLY PASSENGERS PER MILE			0.13	AVERAGE COST PER MILE			\$2.59

Hourly Cost				Passengers per Hour			
Oct	\$91.65	April	\$54.02	Oct	3.0	April	3.4
Nov.	\$52.45	May	#DIV/0!	Nov.	3.0	May	#DIV/0!
Dec.	\$66.53	June	#DIV/0!	Dec.	2.8	June	#DIV/0!
Jan.	\$55.56	July	#DIV/0!	Jan.	2.8	July	#DIV/0!
Feb.	\$63.28	Aug	#DIV/0!	Feb.	3.4	Aug	#DIV/0!
March	\$50.28	Sept	#DIV/0!	March	3.2	Sept.	#DIV/0!
TOTAL				TOTAL			
AVERAGE TOTAL HOURLY COST			\$61.90	AVERAGE PASSENGERS PER HOUR			3.1

Budget CPH		\$	51.54
Route Location	Passenger Totals	Operating Hours	Mileage
Red	910	220.50	6,008

Purple	805	215.25	5,541
Gold	485	115.50	2,627
Gold H2Expansion	542	126.00	3,228
Accomack On Demand(Green)	366	189.00	2,853
Blue	417	131.25	2,866
Blue H2Expansion	429	110.25	2,874
Silver	484	252.00	6,751
Yellow	1,173	220.50	5,159
Northampton Demand	73	88.20	2,948
	5,684	1,668.45	40,855

Month	Hrs. of Oper.	Mileage	Budget Hrs
Oct.	1,664.25	38,965	1,721
Nov.	1,636.25	39,258	1,721
Dec.	1,827.35	40,338	1,721
Jan.	1,630.45	39,578	1,721
Feb.	1,589.00	39,094	1,721
Mar.	1,827.35	44,799	1,721
Apr.	1,668.45	40,855	1,721
May			1,721
June			1,721
July			1,721
Aug.			1,721
Sept.			1,721
	11,843.10	282,887	1,721

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In Re: State's Comments

Ms. Balderson said that the Six Year Plan program will be presented to the Commonwealth Transportation Board on the 21st for review and approval.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff was absent.

In Re: Railroad Comments

The car count for May 2022 is shown below.

Coastline Chem	31
National Salvage & Svc	9
Pep-Up	<u>3</u>
Total	43

Mr. Cliff Grunstra noted that the annual rent check is forthcoming. They have moved 50 cars to date of outbound steel from the salvage project.

Mr. Sid Camden, Division Manager – Norfolk, of the Buckingham Branch Railroad, noted that everything was going well with smooth customer operations.

In Re: VDOT Report

Mr. Isdell was absent.

In Re: Recess/Adjourn

Motion was made Mr. Bennett, seconded by Mr. Coker, that the meeting be recessed until after the meeting of the Board of Directors of Canonie Atlantic Co. All members were present with the exceptions of Mr. Wolff and Ms. Major and voted “yes.” The motion was unanimously passed. The meeting was recessed.

Following the Canonie Atlantic meeting, the Chairman reconvened the meeting.

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