

**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, July 5, 2022, 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  
Ernest L. Smith, Jr. (late)

Ex-Officio member present:

Linda Balderson

Nonmembers present:

H. Spencer Murray, Canonie Atlantic Co. (via phone)  
Mark Rosner, Delmarva Central Railroad  
Anne Doyle, ANPDC  
George Mapp, Eastern Shore Rail Trail Foundation  
Phil Thompson, Virginia Regional Transit  
Bill Moore, STAR Transit  
Jim Outland, Canonie Atlantic Co.  
Damion Geist, citizen  
Chris Isdell, VA Dept. of Transportation

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

Ms. Major thanked the members for their expressions of sympathy in the loss of her uncle.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at June 30 of \$59,375.42.

In Re: Minutes of June 7, 2022

Motion was made by Ms. Balderson, seconded by Ms. Major, that minutes of the meeting of June 7, 2022, be approved. All members were present with the exception of Mr. Smith and voted "yes", with the exceptions of Ms. Major and Mr. Wolff who abstained. The motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report**

**July 5<sup>th</sup> 2022**

**Operations**

- COVID19 protective measures, such as enhanced cleaning of revenue vehicles and provision of optional face masks 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 provided 1431 rides during the month of June 2022. This reflects an increase from June 2021 of over 100%, having provided 735 more rides than the previous year.
- Route performance metrics continue to outpace 2021 in other areas, with the Red / Purple (South 13) seeing a 28% increase and the Blue / Gold (North 13) seeing an increase of 18%. Ridership system wide increased by approximately 29% comparing June 2021 to June 2022.

**Human Resources**

- STAR Transit continues to recruit for vehicle operators throughout the Eastern Shore service area.
- During the month of June one new hire has joined the team and has begun route operations.

**Marketing and Outreach**

- STAR Transit is the Community Partners of the Eastern Shore member agency “Highlight of the Month” for July 2022. On July 13<sup>th</sup> at 10am STAR Transit will be represented by Mr. Moore at the CPES General Membership Meeting which will take place in the Eastern Shore Community College Workforce Development Center. Mr. Moore will deliver a few STAR Transit system updates for the group including route and bus stop information as well as transit service development initiatives.
- On June 9th, a virtual meeting was held with representatives of STAR/VRT, DRPT, VDOT and the ANPDC in attendance to address smart scale applications that the ANPDC is focusing on. Another topic brought forward at the meeting was the need for an updated STAR Transit long range Transportation Development Plan. The ANPDC has requested quarterly update meetings with VRT & STAR Transit pertaining to other items such as capital projects and planning

**Training**

- No group trainings are scheduled during the month of June and July due to operations staff vacations. TAPTCO safety trainings will resume in August 2022.

**Transit Capital and Infrastructure**

- STAR Transit is awaiting an “as-built” survey to be completed by George Young PC of Maryland before closing out phase 2 of the parking lot expansion, and before beginning phase 3.
- STAR Transit has been awarded grant funding to enhance safety and security of the premises to include a perimeter fence and automatic gate. This project will begin after the as-built survey is completed.

**Monthly Ridership Statistics**

March	2021	4933	March	2022	5909
April	2021	4748	April	2022	5684
May	2021	4011	May	2022	5804
June	2021	4524	June	2022	6402

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May 31, 2022, 21 DAYS

**STAR TRANSIT 2021-2022**

STAR TRANSIT 2021-2022				Passengers			
Month	Total Revenue	Total Expenses	Surplus/Deficit	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	\$102,556.23	\$98,742.90	\$3,813.33	May	5,804	4,011	\$24.62
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
<b>TOTAL</b>	<b>\$996,968.71</b>	<b>\$831,829.20</b>	<b>\$165,139.51</b>		<b>42,532</b>	<b>54,447</b>	<b>\$19.56</b>
					<b>AVERAGE COST PER PASSENGER -&gt;</b>		<b>\$19.56</b>
					<b>AVERAGE PASSENGERS PER MONTH -&gt;</b>		<b>5,317</b>

Passengers per Mile				Cost per Mile			
Oct.	0.13	April	0.14	Oct.	\$3.91	April	\$2.21
Nov.	0.13	May	0.14	Nov.	\$2.19	May	\$2.42
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!
<b>TOTAL</b>				<b>TOTAL</b>			
					<b>AVERAGE COST PER MILE</b>		<b>\$2.57</b>
	<b>AVERAGE MONTHLY PASSENGERS PER MILE</b>		<b>0.13</b>				

Hourly Cost				Passengers per Hour			
Oct	\$91.65	April	\$54.02	Oct	3.0	April	3.4
Nov.	\$52.45	May	\$56.49	Nov.	3.0	May	3.3
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!
<b>TOTAL</b>							

<b>AVERAGE TOTAL HOURLY COST</b>	<b>\$61.20</b>	<b>AVERAGE PASSENGERS PER HOUR</b>	<b>3.1</b>
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Budget CPH \$ 51.54

Route Location	Passenger Totals	Operating Hours	Mileage
Red	928	231.00	5,950
Purple	809	225.50	5,470
Gold	525	121.00	2,718
Gold H2Expansion	551	132.00	3,285
Accomack On Demand(Green)	341	198.00	2,782
Blue	406	137.50	2,873
Blue H2Expansion	414	115.50	2,885
Silver	506	264.00	6,766
Yellow	1,230	231.00	5,136
NH Demand / NH Express	94	92.40	2,880
	<b>5,804</b>	<b>1,747.90</b>	<b>40,745</b>

Month	Hrs. of Oper.	Mileage	Budget Hrs
<b>Oct.</b>	1,664.25	38,965	1,721
<b>Nov.</b>	1,636.25	39,258	1,721
<b>Dec.</b>	1,827.35	40,338	1,721
<b>Jan.</b>	1,630.45	39,578	1,721
<b>Feb.</b>	1,589.00	39,094	1,721
<b>Mar.</b>	1,827.35	44,799	1,721
<b>Apr.</b>	1,668.45	40,855	1,721
<b>May</b>	1,747.90	40,745	1,721
<b>June</b>			1,721
<b>July</b>			1,721
<b>Aug.</b>			1,721
<b>Sept.</b>			1,721
	13,591.00	323,632	1,721

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Mr. Smith arrived at 5:40 p.m.

In Re: State's Comments

Ms. Balderson said that the Six Year Plan program was approved by the Commonwealth Transportation Board on the 21<sup>st</sup>. She also noted that VDRPT has a new website which will be made public in a week.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff said that Rocket Lab will conduct a launch from New Zealand this week of the Artemis satellite for the “back to the moon” project.

In Re: Railroad Comments

The car count for June 2022 is shown below.

Coastline Chem	21
National Salvage & Svc	<u>19</u>
Total	40

Mr. Sid Camden, Division Manager – Norfolk, of the Buckingham Branch Railroad, was absent but had provided comments which indicated that “June was business as usual for Buckingham Branch Norfolk with steady customer carloads.”

In Re: VDOT Report

Mr. Chris Isdell, Residency Administrator, said, in Accomack County, Jenkins Bridge was still closed to due to supply and manpower shortages. It should be opened to the public by the end of the month. The Shields Bridge project is still on schedule to begin construction in November 2023. In Northampton County, the surface mix is scheduled to start soon and the drainage project is on-going on Savage Neck Road. The shoulder widening project on Route 13 between Exmore and Nassawadox is scheduled to start this summer as well as lengthening of the northbound left turn lane at Townfield Drive. The median crossover project at the Cape Center will commence March 2026. The bike lane project south of Cheriton will see construction begin in December 2027.

In Re: Consider increasing mileage rate from \$.585 to \$.625 per mile in accordance with IRS guidelines.

Motion was made by Mr. Wolff, seconded by Ms. Major, that the mileage rate be increased from \$.585 to \$.625 in accordance with IRS regulations. All members were present and voted “yes.” The motion was unanimously passed.

In Re: Recess/Adjourn

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