

**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 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  
Phil Custis, citizen

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. Trala.

Ms. Major arrived at 5:35 p.m.

In Re: Statements from the Public

Mr. Phil Custis, representing the Randy Custis Memorial Park, requested permission for placement of two signs and distributed drawings of the proposed signs. This matter was initially brought up at last month's Canonic Atlantic meeting. The proposed locations (north-bound only) will be marked by flags for the Commission's & Mr. LeMond's review. Mr. LeMond stated that he was primarily concerned with site clearances. Mr. Custis stated that the signs would be placed approximately 15 ft. from centerline of track. It was the consensus of the Commission to await Mr. LeMond's recommendation following his review of the areas.

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

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at June 30th of \$12,038.13.

In Re: Minutes of June 4, 2013

Motion was made by Mr. Hart, seconded by Ms. Major, that minutes of the meeting of June 4, 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  
July 2, 2013**

**Operations**

- ***Driver Training*** - VRT staff hosted a Driver Training workshop at STAR Transit facility on June 20th. This driver training focused on Customer Service. The next driver training workshop will be on July 30<sup>th</sup> and will focus on the FTA Drug and Alcohol Testing Program.
- ***FY2014 Operating*** – The Commonwealth Transportation Board approved Star Transit FTA Section 5311 Operating Budget at its June 19th meeting.
- ***Transit Development Plan*** – VRT management staff has provided a large amount of information and data to the KFH Group in support of the Transit Development Plan.

- **Bus Stop Sign Locations** – Staff has completed an on/off study which identified high use bus stop locations. Staff will begin installing new bus stop signs at these locations next week.

**Transit Capital**

- **FY2014 Bus Capital Program** – The Commonwealth Transportation Board at its June 19<sup>th</sup> meeting approved two (2) replacement BOC Vans in the FY2014 Program of Projects.

**Marketing and Outreach**

- **Outreach Meetings** – VRT management staff met with the Northampton County Department of Social Services and the Eastern Shore Area Agency on Aging during the month of June to discuss mobility issues.

**Transit Maintenance**

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

**Ridership Statistics for April 2013**

- **Ridership Statistics** -Star Transit carried approximately 6601 passengers in June as compared to 5717 passengers this time last year. This is a 15.4% increase in ridership.

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**In Re: State’s Comments**

Mr. Latimer indicated that the draft first two chapters of the Transit Development Plan were distributed to the Commission members for their review.

**In Re: Airport Update**

Mr. Hart had no report. Mr. Wolff reported that they have been trying to launch two rockets since last week. Two larger rocket launches are planned for late August/early September.

**In Re: Railroad Comments**

Mr. LeMond reported the following items:

1. **Carload Traffic:** June was another good month. We handled 154 carloads plus 22 empty cars that we put into storage at Little Creek for Koch Industries. For the 1<sup>st</sup> Quarter, we have had a 242 carload increase Y-O-Y due to the increase in Grit and Armor Stone at Little Creek. We also moved 12 high-revenue carloads of nuclear casks from Bayshore Concrete.

2. Bayshore Concrete: INFORMATION ITEM. Bayshore has a couple of good opportunities one of which is the Bayonne Bridge in New York – a \$2B project – that would add 200 jobs for 2 or 3 years. Critical to being named a subcontractor for this job and other jobs is the construction of a 250 ft. pier into the Cape Charles Harbor for loading barges for these bridge projects. Most of this pier will be built on harbor bottom owned by the Railroad. I have asked our attorney, Cela Burge, to draft a lease for presentation to both Canonie and Bayshore.

When questioned by Mr. Randall, Mr. LeMond responded by resolutions by the requested from the County and the Town at a later date.

In Re: Audit RFP – Responses Received

Staff presented the Commission with the results of the Audit Services Request for Proposal. Two responses were received and references have been checked. When questioned, Mr. Feasel stated that VRT would prefer to continue working with Mitchell & Co., based on their the working relationship established to date as well as Mitchell & Co.’s “going to bat” with the State on the Commission’s behalf. Motion was made by Mr. Randall, seconded by Mr. Trala that the audit contract be awarded to Mitchell & Co. All members were present and voted “yes.” The motion was unanimously passed.

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.