

**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, September 6, 2022, at 5:30 p.m.

Present:

Donald L. Hart, Jr., Chairman
John R. Coker, Vice Chairman
C. Reneta Major, Secretary-Treasurer
Ernest L. Smith, Jr.
Ron Wolff
Oliver H. Bennett

Ex-Officio member absent:

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
Bruce Simms, Virginia Regional Transit
Bill Moore, STAR Transit
Damion Geist, citizen
John D. Sharpley, Canonie Atlantic Co.
Jackie Phillips, Canonie Atlantic Co.
Sid Camden, Buckingham Branch Railroad
Chris Isdell, Virginia Dept. of Transportation
Jim McGowan, The Nature Conservancy

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. Wolff.

In Re: Statements from the Public

Mr. Hart noted that today was his birthday and accepted the best wishes from all present.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at August 31st of \$64,666.58.

In Re: Minutes of August 2, 2022

Motion was made by Ms. Major, seconded by Mr. Wolff, that minutes of the meeting of August 2, 2022, be approved. All members were present with the exception of Ms. Balderson and voted "yes." The motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
September 6th 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.
- During the Month of August, STAR Transit began an extensive ON / OFF study of all fixed routes. This study will continue into September to provide detailed analysis of the most frequently utilized bus stops on each route.
- Ridership across the STAR Transit system has rebounded to pre-pandemic levels as August 2022 totals were the highest since October 2019! During fiscal year 2019 STAR Transit realized its second highest annual ridership utilization level of 91,460

rides, or an average of 7621 rides per month. Last month, August 2022, STAR Transit provided 7,953 rides for residents and guest of the Eastern Shore of Virginia.

Human Resources

- In an effort to achieve a full complement of vehicle operators, VRT recommends that STAR Transit purchase an Entry Level Driver Training module, meeting the requirements of CFR part 380, through TAPTCO. This module will cost between \$2000 and \$5000, but will provide a syllabus for the driver program including but not limited to classroom, closed course and road course instruction and requirements. STAR Transit would then be allowed to register as an ELDT provider through FMSCA and would only train employees to obtain their CDL class “C” (less than 26k#) license with “P” passenger endorsement.

Marketing and Outreach

- On August 11th, STAR Transit provided access to medical services including access to the COVID19 vaccine for over 50 community members through a coordinated effort with the Accomack Health Department and the Eastern Shore Rural Health System in Onley Virginia.
- On August 20th, STAR Transit assisted elderly, disabled and general public visitors of the Town of Cape Charles with ADA compliant shuttles. STAR Transit safely transported over 200 passengers during this event of regional significance.

Training

- During the Month of August, STAR Transit provided route orientation training for all drivers and dispatchers.

Transit Capital and Infrastructure

- Phase 2 of the parking area continues to be on pause as George Young PC Engineering works with the County of Accomack to finalize the as built survey and requirements for the next phase.
- In October 2021 STAR Transit ordered two 20 passenger BOC buses to replace unit #40 and #41. These orders have been cancelled by the vendor and a new order will be placed this fall. Changes in costs may affect replacement vehicle quantities, amenities or vehicle size due to renegotiated statewide contract costs and vehicle chassis availability.

Monthly Ridership Statistics

May	2021	4011
June	2021	4524
July	2021	4560
August	2021	5043

May	2022	5804
June	2022	6402
July	2022	6078
August	2022	7953

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July 31, 2022, 22 DAYS

STAR TRANSIT 2021-2022

Month	Total Revenue	Total Expenses	Surplus/Deficit
Oct.	\$110,802.27	\$152,531.68	-\$41,729.41
Nov.	\$131,092.67	\$85,822.64	\$45,270.03
Dec.	\$166,719.93	\$121,582.20	\$45,137.73
Jan.	\$136,520.25	\$90,583.89	\$45,936.36
Feb.	\$146,485.56	\$100,550.92	\$45,934.64
Mar.	\$101,837.40	\$91,887.78	\$9,949.62
Apr.	\$100,954.40	\$90,127.19	\$10,827.21
May	\$102,556.23	\$98,742.90	\$3,813.33
June	\$112,961.29	\$119,521.70	-\$6,560.41
July	\$101,829.73	\$96,719.98	\$5,109.75
Aug.			\$0.00
Sept.			\$0.00
TOTAL		\$1,048,070.88	
L	\$1,211,759.73	8	\$163,688.85

Month	Passengers		Total Cost
	2021-22	2020-21 Trips	
Oct.	5,018	4,781	\$30.40
Nov.	4,936	4,328	\$17.39
Dec.	5,127	4,328	\$23.71
Jan.	4,645	4,120	\$19.50
Feb.	5,409	3,881	\$18.59
Mar.	5,909	4,933	\$18.63
Apr.	5,684	4,748	\$18.98
May	5,804	4,011	\$24.62
June	6,402	4,524	\$26.42
July	6,078	4,560	\$21.21
Aug.		5,043	\$0.00
Sept.		5,190	\$0.00
	55,012	54,447	
AVERAGE COST PER PASSENGER ->			\$19.05
AVERAGE PASSENGERS PER MONTH ->			5,501

Passengers per Mile			
Oct.	0.13	April	0.14
Nov.	0.13	May	0.14
Dec.	0.13	June	0.15
Jan.	0.12	July	0.16
Feb.	0.14	Aug.	#DIV/0!
Mar.	0.13	Sept.	#DIV/0!
AVERAGE MONTHLY PASSENGERS PER MILE		0.14	

Cost per Mile			
Oct.	\$3.91	April	\$2.21
Nov.	\$2.19	May	\$2.42
Dec.	\$3.01	June	\$2.79
Jan.	\$2.29	July	\$2.51
Feb.	\$2.57	Aug.	#DIV/0!
Mar.	\$2.05	Sept.	#DIV/0!
TOTAL		AVERAGE COST PER MILE	\$2.59

Hourly Cost			
Oct	\$91.65	April	\$54.02
Nov.	\$52.45	May	\$59.18
Dec.	\$66.53	June	\$68.38
Jan.	\$55.56	July	\$60.87
Feb.	\$63.28	Aug	#DIV/0!
March	\$50.28	Sept	#DIV/0!

Passengers per Hour			
Oct	3.0	April	3.4
Nov.	3.0	May	3.5
Dec.	2.8	June	3.7
Jan.	2.8	July	3.8
Feb.	3.4	Aug	#DIV/0!
March	3.2	Sept.	#DIV/0!

TOTAL

AVERAGE TOTAL HOURLY COST	\$62.21	AVERAGE PASSENGERS PER HOUR	3.3
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Budget CPH		\$ 51.54	
Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,098	210.00	5,767
Purple	963	205.00	5,248
Gold	572	110.00	2,526
Gold H2Expansion	617	120.00	3,108
Accomack On Demand(Green)	257	180.00	2,215
Blue	431	125.00	2,775
Blue H2Expansion	438	105.00	2,780
Silver	237	240.00	6,311
Yellow	1,366	210.00	4,995
Rt.13 Express	99	84.00	2,776
	6,078	1,589.00	38,501

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	1,668.45	40,745	1,721
June	1,747.90	42,807	1,721
July	1,589.00	38,501	1,721
Aug.			1,721
Sept.			1,721
	16,848.45	404,940	1,721

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In Re: State's Comments

Ms. Balderson was absent.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff said that the next Antares launch was scheduled for late October.

In Re: Railroad Comments

The car count for August 2022 is shown below.

Coastline Chem	18
Pep-Up	2
National Salvage & Svc	<u>16</u>
Total	36

In Re: VDOT Report

Mr. Chris Isdell, Residency Administrator, updated the Commission on projects within Accomack and Northampton Counties, to-wit:

- a. Jenkins Bridge has been completed.
- b. Surface Treatment schedule has been completed in both counties.
- c. The Plant Mix schedule is continuing in Accomack but not yet started in Northampton.
- d. The Route 602 Smart Scale Project (both counties) is on track with construction occurring this fall.
- e. The Northampton Smart Scale shoulder-widening project is ongoing.
- f. No local contractors are available for snow removal duty so only VDOT crews and/or outside vendors will be used as needed.

Ms. Major and Mr. Bennett requested that Mr. Isdell review the area for sight distance at the Ebenezer Baptist Church in Wardtown. Trees along the farm-side of the route are impeding safe travel. Mr. Isdell agreed to investigate.

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 with the exception of Ms. Balderson and voted "yes." The motion was unanimously passed. The meeting was recessed.

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

Motion was made by Mr. Bennett, seconded by Mr. Wolff, that the meeting be adjourned. All members were present with the exception of Ms. Balderson and voted "yes." The motion was unanimously passed. The meeting was adjourned.