

**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, December 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

Absent:

Oliver H. Bennett

Ex-Officio member absent:

Linda Balderson

Nonmembers present:

H. Spencer Murray, Canonie Atlantic Co.  
Cliff Grunstra, Delmarva Central Railroad  
George Mapp, Eastern Shore Rail Trail Foundation (via phone)  
Phil Thompson, Virginia Regional Transit  
Bill Moore, STAR Transit  
Damion Geist, Foundation Working Group  
Sid Camden, Buckingham Branch Railroad  
Ashley Mills, ANPDC

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

There were no statements from the public.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at November 30<sup>th</sup> of \$62,703.56.

In Re: Minutes of November 1, 2022

Motion was made by Ms. Major, seconded by Mr. Coker, that minutes of the meeting of November 1, 2022, be approved. All members were present with the exceptions of Ms. Balderson and Mr. Bennett and voted "yes." The motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report  
December 6<sup>th</sup> 2022**

**Operations**

- Ridership across the STAR Transit system continues its upward trend to pre-pandemic levels.
- STAR Transit's management is in the process of creating route development scenarios for areas such as the Towns of Onancock, Onley and Accomack. This route development exercise is focused on providing these underserved communities access to transit options for medical appointments, shopping, recreation and employment locations. Additionally, discussions are scheduled with local employment centers December 5<sup>th</sup> to discuss workforce transportation needs for possible express shuttle expansions.

- Grant Thornton LLP is in the final stages of STAR Transit’s DRPT compliance audit. We anticipate this process to be completed during the month of December 2022.

### **Human Resources**

- STAR Transit has been approved by FMCSA to be listed on the Training Provider Registry, providing instruction to employees to obtain their CDL class “C” (less than 26k#) license with “P” passenger endorsement.
- STAR Transit continues to recruit for vehicle operators throughout the Eastern Shore service area.

### **Marketing and Outreach**

- During the month of November, STAR Transit continued to update internal ADA files and applications.

### **Training**

- No training sessions were held during the month of November 2022.

### **Transit Capital and Infrastructure**

- STAR Transit has been provided a Stormwater Management Agreement by the County of Accomack for execution by the ANTDC. This agreement is required by Accomack County Code Chapter 38, Article III & IV and the Virginia Stormwater Management Program Regulations 9VaC 25-870-10 et seq.

*Motion was made by Mr. Wolff, seconded by Mr. Coker, that the Stormwater Management Agreement for the STAR Transit facility be approved as presented. All members were present with the exception of Ms. Balderson and Mr. Bennett and voted “yes.” The motion was unanimously passed.*

- STAR Transit has received approval from the County of Accomack on the “as-built” survey pertaining the parking area Phase II (completed) and parking area Phase III (forthcoming) site enhancement projects. With this completed, STAR Transit’s capital grant # 42021-34 will be closed.
- Capital Grant # 42023-32, an approved project for the work to be performed on the retention pond as related to deficiencies and the requirements of the “as-built survey” will be moving toward a request for quotes.

- Preliminary budget information is being compiled for FY24 by VRT. This is in anticipation of submittal to DRPT for their consideration and to ensure timeliness in provision of local match funding request letters to partner localities.

**Monthly Ridership Statistics**

September	2021	5190	September	2022	7695
October	2021	5018	October	2022	7206
November	2021	4936	November	2022	7538

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STAR TRANSIT 2022-2023				30-Oct-22	Passengers		
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	2022-2023	2021-22 Trips	Total Cost
Oct.	\$109,537.35	\$102,017.06	\$7,520.29	Oct.	7,206	5,018	\$14.16
Nov.			\$0.00	Nov.		4,936	#DIV/0!
Dec.			\$0.00	Dec.		5,127	#DIV/0!
Jan.			\$0.00	Jan.		4,645	#DIV/0!
Feb.			\$0.00	Feb.		5,409	#DIV/0!
Mar.			\$0.00	Mar.		5,909	\$0.00
Apr.			\$0.00	Apr.		5,684	\$0.00
May			\$0.00	May		5,804	\$0.00
June			\$0.00	June		6,402	\$0.00
July			\$0.00	July		6,078	\$0.00
Aug.			\$0.00	Aug.		7,953	\$0.00
Sept.			\$0.00	Sept.		7,695	\$0.00
<b>TOTAL</b>	<b>\$109,537.35</b>	<b>\$102,017.06</b>	<b>\$7,520.29</b>		<b>7,206</b>	<b>70,660</b>	<b>\$14.16</b>
					<b>AVERAGE COST PER PASSENGER -&gt;</b>		<b>\$14.16</b>
					<b>AVERAGE PASSENGERS PER MONTH -&gt;</b>		<b>7,206</b>

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Passengers per Mile				Cost per Mile				
Oct.		0.17	April	#DIV/0!	Oct.	\$2.42	April	#DIV/0!
Nov.	#DIV/0!		May	#DIV/0!	Nov.	#DIV/0!	May	#DIV/0!
Dec.	#DIV/0!		June	#DIV/0!	Dec.	#DIV/0!	June	#DIV/0!
Jan.	#DIV/0!		July	#DIV/0!	Jan.	#DIV/0!	July	#DIV/0!
Feb.	#DIV/0!		Aug.	#DIV/0!	Feb.	#DIV/0!	Aug.	#DIV/0!

Mar.	#DIV/0!	Sept.	#DIV/0!	Mar.	#DIV/0!	Sept.	#DIV/0!
				<b>TOTAL</b>			
<b>AVERAGE MONTHLY PASSENGERS PER MILE</b>				<b>0.17</b>	<b>AVERAGE COST PER MILE</b>		
					<b>\$2.42</b>		

<b>Hourly Cost</b>				<b>Passengers per Hour</b>				
Oct		\$61.14	April	#DIV/0!	Oct	4.3	April	#DIV/0!
Nov.	#DIV/0!		May	#DIV/0!	Nov.	#DIV/0!	May	#DIV/0!
Dec.	#DIV/0!		June	#DIV/0!	Dec.	#DIV/0!	June	#DIV/0!
Jan.	#DIV/0!		July	#DIV/0!	Jan.	#DIV/0!	July	#DIV/0!
Feb.	#DIV/0!		Aug	#DIV/0!	Feb.	#DIV/0!	Aug	#DIV/0!
March	#DIV/0!		Sept	#DIV/0!	March	#DIV/0!	Sept.	#DIV/0!
<b>TOTAL</b>								
<b>AVERAGE TOTAL HOURLY COST</b>				<b>\$61.14</b>	<b>AVERAGE PASSENGERS PER HOUR</b>			
					<b>4.3</b>			

Budget CPH		\$	51.54
Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,267	220.50	6,062
Purple	1,138	215.25	5,551
Gold	689	115.50	2,669
Gold H2Expansion	693	126.00	3,224
Accomack On Demand(Green)	447	189.00	3,811
Blue	475	131.25	2,912
Blue H2Expansion	485	110.25	2,922
Silver	497	252.00	6,817
Yellow	1,369	220.50	5,225
Rt.13 Express	146	88.20	2,936
<b>7,206</b>		<b>1,668.45</b>	<b>42,129</b>

Month	Hrs. of Oper.	Mileage	Budget Hrs
Oct.	1,668.45	42,129	
Nov.			
Dec.			
Jan.			
Feb.			
Mar.			
Apr.			
May			
June			
July			
Aug.			
Sept.			
<b>1,668.45</b>		<b>42,129</b>	<b>0</b>

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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 last launch of the Antares rocket went well after a 1-day delay, arriving at the Space Station on Wednesday following the Monday launch. There will be one more Antares launch this summer.

In Re: Railroad Comments

The car count for November 2022 is shown below.

Coastline Chem	22
Pep-Up	6
Sharp Energy	13
Perdue	<u>12</u>
Total	53

Both Mr. Cliff Grunstra of Delmarva Central and Mr. Sid Camden of Buckingham Branch Railroad said that traffic was good.

In Re: VDOT Report

Mr. Chris Isdell, Residency Administrator, updated the Commission on various projects in both counties including:

Accomack County – all paving projects are complete; replacement of Shield's Bridge is ongoing with completion scheduled for 2025; Cemetery Road project is scheduled for November 2024 and costs nearly \$5M.

Northampton County – all paving projects are complete including the left-turn extension into Cherrystone Campground; the shoulder-widening project between Exmore and Nassawadox is also complete.

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 Mr. Bennett and Ms. Balderson 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 Mr. Smith, that the meeting be adjourned. All members were present with the exceptions of Ms. Balderson and Mr. Bennett and voted “yes.” The motion was unanimously passed. The meeting was adjourned.