

**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, March 5, 2013 at 5:30 p.m.

Present:

Oliver H. Bennett, Chairman
Donald L. Hart, Jr., Secretary-Treasurer
Willie C. Randall
Laurence J. Trala
Ron Wolff
C. Reneta Major

Ex-Officio member present:

Jeremy Latimer

Nonmembers present:

Larry LeMond, Bay Coast Railroad
J. T. Holland, Bay Coast Railroad
Darrel Feasel, Virginia Regional Transit

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 Ms. Major.

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 February 28th of \$11,165.60.

In Re: Minutes of February 5, 2013

Motion was made by Mr. Hart, seconded by Mr. Randall, that minutes of the meeting of February 5, 2013 be approved. All members were present with the exception of Mr. Trala and voted "yes". Motion was unanimously passed.

In Re: Public Transportation Report

Mr. Feasel distributed the following Management Report for March 2013:



**Management Report for Star Transit
March 2013**

Operations

- ***Performance Evaluations*** – Evaluations have been completed for the drivers. Each driver was evaluated on their pre-trip inspections, appearance, customer service and their driving skills. All the drivers' evaluations were satisfactory.

Transit Capital

- ***Bus Stop Shelter Program*** - Star Transit staff have contacted the Walmart management team about installing a bus stop shelter at the Walmart store in Onley. Walmart is considering this request and hopefully will make a decision soon. VRT has a number of bus stop shelters currently on Walmart property.

Human Resources

- ***Driver Training*** - STAR Transit is planning to do a ½ day driver training. The topic and the date have yet to be determined.

Marketing and Outreach

- ***Transit Advertising on STAR Transit Buses*** - VRT management staff contacted Tim Brazil with Media Transit the company that handles the bus advertising for Star Transit. Mr. Brazil indicated that unfortunately the Community College had reduced their advertising to just one bus because of state budget cuts; however Mr. Brazil indicated that

he was working on developing new business partners on the Eastern Shore and is planning a multi-day sales trip during the month of March to meet with prospective advertising partners.

Transit Maintenance

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

Ridership Statistics for January 2013

- ***Ridership Statistics*** -STAR Transit carried approximately 6790 passengers in February as compared to 5762 passengers this time last year. This is a 17.8% increase in ridership.

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In Re: Election of Officers:

Motion was made by Mr. Randall, seconded by Mr. Wolff, that the following slate of officers be elected for the coming year. All members were present with the exception of Mr. Trala and voted “yes.” The motion was unanimously passed. Said officers include:

Oliver H. Bennett, Chairman
Donald L. Hart, Jr., Vice Chairman
C. Reneta Major, Secretary-Treasurer
Janice K. Williams, Asst. Secretary-Treasurer

In Re: State’s Comments

Mr. Latimer noted that the draft Six Year Improvement Plan will be submitted in April and he does not believe that anything has been “turned down” at this time.

Mr. Trala arrived at this time.

In Re: Airport Update

There was no airport update.

In Re: Railroad Comments

Mr. LeMond shared the following report with the Commission:

1. **Traffic:** With one month to go in our fiscal year, I am happy to report that we have experienced a 400 carload increase YOY.

2. VPA Fund Request: If you recall, we did not make a funding request to the VPA last year. But, now that we have new customers using the float operation, we need to do some work to the float bridges and pontoons. We are requesting \$144,750 to partially fund these repairs. The Bay Coast RR will provide the 25% match = \$48,250.

Asking for approval from the ANTDC for this request.

Motion was made by Mr. Hart, seconded by Mr. Randall, that the grant request to the Virginia Port Authority be approved as submitted. All members were present and voted "yes." The motion was unanimously passed.

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NEW BUSINESS

In Re: Elect Representative for Canonie Atlantic Co. annual meeting and Instructions to Delegate for Same:

Motion was made by Mr. Hart, seconded by Mr. Wolff, that Mr. Willie C. Randall be nominated to represent the ANTDC at the Canonie Atlantic Co. stockholder annual meeting scheduled for later this date. All members were present and voted "yes." The motion was unanimously passed.

It was reported that the terms of Mr. Richard Lewis, Mrs. Wanda Thornton and Mr. Oliver Bennett expire March 2013. Mr. Lewis and Mrs. Thornton have tendered their resignations from Canonie Atlantic Co. Motion was made by Mr. Hart, seconded by Mr. Wolff, that Mr. Randall be instructed to cast the stockholder's vote for the following actions:

Reappoint Mr. Oliver Bennett for a new three year term expiring March 2016
Appoint Ms. C. Reneta Major to succeed Mrs. Thornton for a three-year term expiring March 2016
Appoint Mr. Bill Floyd of T&F Grain to succeed Mr. Lewis for a three-year term expiring March 2016.

All members were present and voted "yes." The motion was unanimously passed.

In Re: Adjourn

Motion was made by Mr. Randall, seconded by Mr. Trala, that the meeting be adjourned. All members were present and voted "yes." The motion was unanimously passed. The meeting was adjourned.