

**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 7, 2023, at 5:30 p.m.

Present:

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

Ex-Officio member present:

Linda Balderson

Nonmembers present:

H. Spencer Murray, Canonie Atlantic Co.
Mark Rosner, Delmarva Central Railroad
George Mapp, Eastern Shore Rail Trail Foundation
Phil Thompson, Virginia Regional Transit
Bill Moore, STAR Transit
Ashley Mills, ANPDC
Jim Outland, Canonie Atlantic Co.
Damion Geist, Rail Trail Working Group
Steve Johnsen, citizen
John D. Sharpley, Canonie Atlantic Co.
Sid Camden, Buckingham Branch Railroad

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 \$69,446.69.

In Re: Minutes of February 7, 2023

Motion was made by Mr. Wolff, seconded by Ms. Major, that minutes of the meeting of February 7, 2023, be approved. All members were present and voted "yes", with the exceptions of Ms. Balderson, Mr. Coker and Mr. Bennett who abstained. The motion was passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
March 7th 2023**

Operations

- STAR Transit's operation continues to provide strong ridership results. Last month was an example of the third best February on record.

Human Resources

- STAR Transit continues to recruit for vehicle operators throughout the Eastern Shore service area.
- Annual Vehicle Operator performance evaluations have been completed. These evaluations include observation of the driver's pre-trip inspections, vehicle operation, ADA passenger securement, client relations, trip sheet utilization, communications and schedule adherence.

Marketing and Outreach

- STAR Transit has been in conversations with representatives from the Town of Onancock, Onancock Senior Living and Commonwealth Senior Living Center regarding their desire for public transportation service in and around their local area.

Conversations will continue throughout the month of March, and updates to the ANTDC will be provided.

- STAR Transit representatives presented transit service information to the County of Northampton and to the County of Accomack Boards of Supervisors in February. This information was delivered in relation to STAR Transit’s local match requests for FY24 funding.

Training

- No trainings were scheduled or held during the month of February.

Transit Capital and Infrastructure

- STAR Transit has ordered one (1) 20 passenger body on chassis bus to replace unit #42 which has reached the end of its useful life as defined by the FTA. This purchase is being made using funds from capital grant # 42023-29. Originally this grant was to replace 3 of STAR Transit’s buses, (42, 43 and 45) but due to substantial and unforeseen cost increases, two buses were pulled from this grant and are requested in FY24 for replacement. Additional orders will be placed in the month of March.
- A Request for Quotes has been issued on STAR Transit’s website and will be posted in local papers for the repair and modification of the facility’s storm water retention pond. Quotes must be received by COB April 17th.
- The Department of Rail and Public Transportation has selected STAR Transit as one of several transit systems to participate in a flex GTFS feed project for both fixed route and on-demand services. This project will assist in mapping, trip planning and promotion of transit routes and service areas through State supported programming. There is no cost to STAR Transit to participate in this project.

Monthly Ridership Statistics

November	2021	4936	November	2022	7538
December	2021	5127	December	2022	7462
January	2022	4645	January	2023	7992
February	2022	5409	February	2023	7408

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STAR TRANSIT 2022-2023

31-Jan-23



Passengers

Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	2022-2023	2021-22 Trips	Total Cost
Oct.	\$97,856.35	\$78,655.39	\$19,200.96	Oct.	7,206	5,018	\$10.92
Nov.	\$132,069.93	\$157,026.95	-\$24,957.02	Nov.	7,538	4,936	\$20.83
Dec.	\$117,335.26	\$97,376.65	\$19,958.61	Dec.	7,462	5,127	\$13.05
Jan.	\$107,819.22	\$96,360.95	\$11,458.27	Jan.	7,992	4,645	\$12.06
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
TOTAL	\$455,080.76	\$429,419.94	\$25,660.82		30,198	70,660	\$14.22
							7,550

Passengers per Mile				Cost per Mile			
Oct.	0.17	April	#DIV/0!	Oct.	\$1.87	April	#DIV/0!
Nov.	0.18	May	#DIV/0!	Nov.	\$3.71	May	#DIV/0!
Dec.	0.18	June	#DIV/0!	Dec.	\$2.32	June	#DIV/0!
Jan.	0.19	July	#DIV/0!	Jan.	\$2.26	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!
				TOTAL			
AVERAGE MONTHLY PASSENGERS PER MILE			0.18	AVERAGE COST PER MILE			\$2.54

Hourly Cost				Passengers per Hour			
Oct	\$47.14	April	#DIV/0!	Oct	4.3	April	#DIV/0!
Nov.	\$94.12	May	#DIV/0!	Nov.	4.5	May	#DIV/0!
Dec.	\$58.36	June	#DIV/0!	Dec.	4.5	June	#DIV/0!
Jan.	\$57.75	July	#DIV/0!	Jan.	4.8	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!
TOTAL				AVERAGE PASSENGERS PER HOUR			4.5
AVERAGE TOTAL HOURLY COST			\$64.34				

Budget CPH \$ 60.00

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,327	220.50	6,042
Purple	1,070	215.25	5,545
Gold	824	115.50	2,678
Gold H2Expansion	919	126.00	3,248
Accomack On Demand(Green)	531	189.00	4,396
Blue	550	131.25	2,907
Blue H2Expansion	560	110.25	2,918
Silver	450	252.00	6,843
Yellow	1,574	220.50	5,104
Rt.13 Express	187	88.20	2,931
	7,992	1,668.45	42,612

Month	Hrs. of Oper.	Mileage	Budget Hrs
Oct.	1,668.45	42,129	
Nov.	1,668.45	42,318	
Dec.	1,668.45	41,893	
Jan.	1,668.45	42,612	
Feb.			
Mar.			
Apr.			
May			
June			
July			
Aug.			
Sept.			
	6,673.80	168,952	0

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In Re: State's Comments

Ms. Balderson said that the Department was working on the Six Year Program. In furtherance to the STAR Transit bus acquisition, Ms. Balderson said that many agencies statewide have had to downgrade their bus orders due to supply and cost issues. Applications in excess of \$40M have been received under the Rail Preservation Program and a record number of applications have been received under the Industrial Rail Access Program.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff said that Rocket Lab’s second launch of its electron rocket is planned for March 11th with simultaneous events at Wallops and New Zealand.

In Re: Railroad Comments

The car count for February 2023 is shown below.

Coastline Chem	24
Pep-Up	13
Sharp Energy	<u>10</u>
Total	47

Mr. Camden of Buckingham Branch Railroad said that there was “lots of activity” in Little Creek. Mr. Rosner of DCR said that propane shipments were slow due to the warmer weather.

In Re: VDOT Report

Mr. Chris Isdell, Residency Administrator, noted that the Accomack County Rt. 13 asphalt paving contract will begin in 1-2 weeks and will be completed by summer. Northampton’s Rt. 13 paving contract bids were over-budget and will be re-issued. The bids for the Route 602 (Cemetery Road) project which spans both counties came in higher than anticipated. VDOT is looking to retrim the scope of work and will most likely be rebid. Only one response was received. The Commonwealth Transportation Board’s public hearing on the bike trail will be held on March 13th.

In response to a question from Canonie President Spencer Murray, Mr. Isdell said that the signs and signals at the Route 13 crossing have been removed; however, the pavement markings still remain. The signage on the secondary road crossing locations is also being removed.

NEW BUSINESS

In Re: Election of Officers

Motion was made by Mr. Wolff, seconded by Mr. Bennett, that the same slate of officers be elected for the coming year, as outlined below. All members were present and voted “yes.” The motion was unanimously passed. Said officers are as follows:

- Donald L. Hart, Jr., Chairman
- John Coker, Vice Chairman
- C. Reneta Major, Secretary-Treasurer
- Janice K. Williams, Asst. Sec’y-Treas.

In Re: Elect Representative & Provide Instructions for the Canonie Atlantic Co. Annual Meeting

Motion was made by Ms. Major, seconded by Mr. Bennett, that Mr. Donald L. Hart, Jr., be appointed to represent the stockholder (ANTDC) at the Canonie Atlantic Co. annual meeting. All members were present and voted “yes.” The motion was unanimously passed.

In Re: Instructions for Delegate for Canonie Atlantic Co. annual meeting

Motion was made by Ms. Major, seconded by Mr. Bennett, that Mr. Hart be instructed to vote for the reappointments of Mr. Smith and Mr. Coker for new three-year terms commencing April 1, 2023. All members were present and voted “yes.” The motion was unanimously passed.

In Re: Consider adoption of Resolution as Member of the Eastern Shore Rail Trail Foundation for the reappointment of Mr. Bennett, Mr. Outland, and Mr. Mapp for new three-year terms commencing April 2023.

Motion was made by Mr. Wolff, seconded by Ms. Major, that the following Resolution be adopted. All members were present and voted “yes.” The motion was unanimously passed. Said Resolution as adopted is set forth below:

**WRITTEN CONSENT OF THE MEMBER
OF
EASTERN SHORE RAIL TRAIL FOUNDATION**

The undersigned, being the sole Member of Eastern Shore Rail Trail Foundation, a Virginia nonstock nonmember corporation (the “Corporation”), does hereby consent to the following actions of the Board of Directors of the Eastern Shore Rail Trail Foundation:

WHEREAS, the Articles of Incorporation and Bylaws of the Corporation provide for the directors first elected by the Member to be divided into three groups with staggered terms ending on **March 31**, 2023, **March 31**, 2024 and **March 31**, 2025, respectively.

NOW, THEREFORE, BE IT

RESOLVED, that the following directors are hereby designated as members of Group 1 and are re-elected to serve new terms of office ending on **March 31**, 2026:

Jim Outland
Oliver Bennett

George Mapp

Effective date: April 1, 2023

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In Re: Recess/Adjourn

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

Following the Canonie Atlantic and Eastern Shore Railroad meetings, the Chairman reconvened the meeting.

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