

**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, May 2, 2023, at 5:30 p.m.

Present:

Donald L. Hart, Jr., Chairman  
John R. Coker, Vice Chairman  
C. Reneta Major, Secretary-Treasurer  
Ron Wolff

Ex-Officio member present:

Linda Balderson (via phone)

Absent:

Oliver H. Bennett  
Ernest L. Smith, Jr.

Nonmembers present:

H. Spencer Murray, Canonie Atlantic Co.  
Mark Rosner, Delmarva Central Railroad  
George Mapp, Eastern Shore Rail Trail Foundation  
Bruce Simms, Virginia Regional Transit  
Anthony Bordogna, STAR Transit  
Bill Moore, STAR Transit  
Anne Doyle, ANPDC  
Jim Outland, Canonie Atlantic Co.  
Damion Geist, Rail Trail Working Group  
Sid Camden, Buckingham Branch Railroad  
Jackie Phillips, Canonie Atlantic Co.  
John D. Sharpley, Canonie Atlantic Co.

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 April 30<sup>th</sup> of \$68,033.46.

In Re: Minutes of April 4, 2023

Motion was made by Mr. Wolff, seconded by Ms. Major, that minutes of the meeting of April 4, 2023, be approved. All members were present with the exceptions of Mr. Smith and Mr. Bennett and voted "yes." The motion was passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report  
May 2, 2023**

**Operations**

- Due to the timing of April's month end, ridership totals and trends will be delivered at the Tuesday meeting.

**Human Resources**

- STAR Transit is in the process of training two vehicle operators using non-cdl buses for route operation and proper ADA mobility device securement. These new team members are required to complete STAR Transit's ELDT training and licensure program.

- During the month of April, STAR Transit advertised and successfully selected a candidate to perform the duties of “part time scheduler / dispatcher”.

**Marketing and Outreach**

- A draft schedule and mapping for the proposed Only, Onancock and Melfa, Virginia connector route is nearly complete and will be available to the Board in June or July of 2023 for review. This information will include maps, mileages and operational hours for discussion.

**Training**

- Training in April of 2023 consisted of an exhaustive review of ADA mobility device and passenger securement as more fully described in STAR Transit’ Vehicle Operators Manual. Staff reviewed the TAPTCO training videos as well as other media resources. Additionally, vehicle operators utilized a STAR Transit bus and equipment for “hands on” training and coaching. A question and answer period also took place adding peer to peer training and experience commentary.

**Transit Capital and Infrastructure**

- The storm water retention pond RFQ closed on April 17<sup>th</sup> 2023. One firm submitted a quote which has been provided to DRPT with specific grant related questions. No award or declination has been issued at this time.

**Monthly Ridership Statistics**

January	2022	4645	January	2023	7992
February	2022	5409	February	2023	7408
March	2022	5909	March	2023	8009
April	2022	5684	April	2023	7691

\* \* \* \* \*

STAR TRANSIT 2022-2023				31-Mar-23			
				<b>Passengers</b>			
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.	\$107,585.26	\$97,376.65	\$10,208.61	Dec.	7,462	5,127	\$13.05
Jan.	\$107,819.22	\$96,359.95	\$11,459.27	Jan.	7,992	4,645	\$12.06
Feb.	\$101,503.71	\$85,490.60	\$16,013.11	Feb.	7,408	5,409	\$11.54
Mar.	\$103,256.83	\$88,949.25	\$14,307.58	Mar.	8,009	5,909	\$15.05
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>45,615</b>	<b>70,660</b>	
<b>TOTAL</b>	<b>\$650,091.30</b>	<b>\$603,858.79</b>	<b>\$46,232.51</b>	<b>AVERAGE COST PER PASSENGER</b>		<b>\$13.24</b>	
				<b>AVERAGE PASSENGERS PER MO</b>		<b>7,603</b>	
<b>Passengers per Mile</b>				<b>Cost per Mile</b>			
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.	0.18	Aug.	#DIV/0!	Feb.	\$2.13	Aug.	#DIV/0!
Mar.	0.17	Sept.	#DIV/0!	Mar.	\$1.93	Sept.	#DIV/0!
				<b>TOTAL</b>			
<b>AVERAGE MONTHLY PASSENGERS PER MILE</b>			<b>0.18</b>	<b>AVERAGE COST PER MILE</b>			<b>\$2.37</b>
<b>Hourly Cost</b>				<b>Passengers per Hour</b>			
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.	\$53.80	Aug	#DIV/0!	Feb.	4.7	Aug	#DIV/0!
March	\$48.68	Sept	#DIV/0!	March	4.4	Sept.	#DIV/0!
<b>TOTAL</b>							
<b>AVERAGE TOTAL HOURLY COST</b>			<b>\$59.85</b>	<b>AVERAGE PASSENGERS PER HOUR</b>			<b>4.5</b>
Budget CPH				\$ 60.00			
	<b>Location</b>	<b>Totals</b>	<b>Hours</b>	<b>Mileage</b>			
	Red	1,111	241.50	6,610			
	Purple	1,146	235.75	6,093			
	Gold	878	126.50	2,886			
	Gold H2Expar	880	138.00	3,540			
	Accomack On	615	207.00	4,245			
	Blue	621	143.75	3,163			
	Blue H2Expar	628	120.75	3,172			
	Silver	633	276.00	7,557			
	Yellow	1,281	241.50	5,580			
	Rt.13 Express	216	96.60	3,356			
		<b>8,009</b>	<b>1,827.35</b>	<b>46,202</b>			
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.	1,589.00	40,151					
Mar.	1,827.35	46,202					
Apr.							
May							
June							
July							
Aug.							
Sept.							
	10,090.15	255,305	4				

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It was noted that yesterday, May 1<sup>st</sup>, achieved the highest ridership: 486, an all-time record.

STAR Transit's HR Manager, Mr. Anthony Bordogna, was introduced to the Commission.

Mr. Spencer Murray of Canonie Atlantic announced that a small reception is being planned after the June meeting as a thank you to everyone for the success of the Rail Trail efforts, etc. The membership of the Foundation, the ANTDC, and Canonie Atlantic Co. are invited as well as other invited guests.

In Re: State's Comments

Ms. Balderson wished everyone "Happy Public Service Week" and thanked the membership for its service to the public.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff said that the next Antares launch date has not been finalized yet, but is thought to occur before the end of May. This will be the last launch to the Space station for 1 ½ years.

In Re: Railroad Comments

The car count for April 2023 was not available. Mr. Rosner of Delmarva Central said that they are starting to pave the crossing tracks, doing about one per weekend.

In Re: VDOT Report

Mr. Chris Isdell, Residency Administrator, said that paving in both counties will commence soon. The Cemetery Road Project is out for bid (again). The mowing contractors will start this week. Sidewalk projects in the Towns of Accomac, Exmore and Parksley are anticipated to start soon. Other upcoming work projects include slab stabilization on Route 13 in Accomack County and right-lane divot repair near Melfa.

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 exceptions of Mr. Bennett and Mr. Smith 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 Ms. Major, seconded by Mr. Coker, that the July meeting be moved from Tuesday, July 4<sup>th</sup>, to Wednesday, July 5<sup>th</sup>, same time and location. All members were present with the exceptions of Mr. Bennett and Mr. Smith and voted “yes.” The motion was unanimously passed.

Motion was made by Mr. Wolff, seconded by Mr. Coker, that the meeting be adjourned. All members were present with the exceptions of Mr. Bennett and Mr. Smith and voted “yes.” The motion was unanimously passed. The meeting was adjourned.