

**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, June 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
Oliver H. Bennett
Ernest L. Smith, Jr.

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
Bruce Simms, Virginia Regional Transit
Phil Thompson, Virginia Regional Transit
Anne Doyle, ANPDC
Jim Outland, Canonie Atlantic Co.
Ashley Mills, ANPDC
Sid Camden, Buckingham Branch Railroad
Steve Powell, Buckingham Branch Railroad
Steve Johnsen, citizen

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. Bennett.

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 May 31st of \$67,506.11.

In Re: Minutes of May 2, 2023

Motion was made by Mr. Wolff, seconded by Ms. Major, that minutes of the meeting of May 2, 2023, be approved. All members were present and voted "yes." The motion was passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
June 6th 2023**

Operations

- Ridership across the STAR Transit system continues in its upward trend to pre-pandemic levels, providing a total of 8,880 rides in May to the residents and guests of the Eastern Shore of Virginia. This represents the highest one month total ridership recordation in STAR Transit history.
- VRT in coordination with DRPT representatives have completed a review and revision of STAR Transit's Drug and Alcohol Policy for adoption by the ANTDC Board and Execution by the Board Chairperson at this June meeting. This policy is scheduled to take effect July 1 with the start of the State fiscal year.

Motion was made by Mr. Bennett, seconded by Ms. Major, that the STAR Transit Drug and Alcohol Policy be approved as modified and presented. All members were present and voted "yes." The motion was unanimously passed.

Human Resources

- STAR Transit is in the process of training one vehicle operator through STAR Transit's ELDT training and licensure program.
- During the month of May, dispatch and scheduling training began for STAR Transit's newest administrative employee.

Marketing and Outreach

- STAR Transit management performed a travel training program at Nandua High School during the month of May. This presentation was centered on vehicle ADA accommodations and ride scheduling for graduating students as they transition to the workforce. This is the third such travel training event coordinated by and through Nandua High School.
- A public comment period has been scheduled and advertised for June 28th from 2 pm-3 pm at the Tasley, VA facility. STAR Transit is requesting funds under Federal Transit Administration Section 5311 for public transportation for citizens in the Northampton-Accomack region of Virginia. The purpose of this public comment period is to receive input from persons interested in commenting on STAR Transit's public transportation application.

Training

- There were no scheduled vehicle operator trainings for the month of May 2023.

Transit Capital and Infrastructure

- An RFQ has been created and posted in relation to capital grant # 42023-31 for the installation of a backup power generator system for the STAR Transit facility. Quotes must be submitted by July 1st 2023.

Monthly Ridership Statistics

| | | | | | |
|----------|------|------|----------|------|------|
| February | 2022 | 5409 | February | 2023 | 7408 |
| March | 2022 | 5909 | March | 2023 | 8009 |
| April | 2022 | 5684 | April | 2023 | 7691 |
| May | 2022 | 5804 | May | 2023 | 8880 |

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| | | | | | | | |
|-------------------------------|---------------|----------------|---|------------------|-------------------------|------------------|------------|
| STAR TRANSIT 2022-2023 | | | | 30-Apr-23 | | | |
| Month | Total Revenue | Total Expenses | Surplus/Deficit | Month | Passengers 2022-2023 | 2021-22 Trips | Total Cost |
| | | |  | | | | |

| | | | |
|--------------|---------------------|---------------------|--------------------|
| Oct. | \$97,856.35 | \$78,655.39 | \$19,200.96 |
| Nov. | \$132,069.93 | \$157,026.95 | -\$24,957.02 |
| Dec. | \$107,585.26 | \$97,376.65 | \$10,208.61 |
| Jan. | \$107,819.22 | \$96,359.95 | \$11,459.27 |
| Feb. | \$101,503.71 | \$85,490.60 | \$16,013.11 |
| Mar. | \$103,256.83 | \$88,949.25 | \$14,307.58 |
| Apr. | \$104,537.86 | \$88,644.10 | \$15,893.76 |
| May | | | \$0.00 |
| June | | | \$0.00 |
| July | | | \$0.00 |
| Aug. | | | \$0.00 |
| Sept. | | | \$0.00 |
| TOTAL | \$754,629.16 | \$692,502.89 | \$62,126.27 |

| | | | |
|---|---------------|---------------|----------------|
| Oct. | 7,206 | 5,018 | \$10.92 |
| Nov. | 7,538 | 4,936 | \$20.83 |
| Dec. | 7,462 | 5,127 | \$13.05 |
| Jan. | 7,992 | 4,645 | \$12.06 |
| Feb. | 7,408 | 5,409 | \$11.54 |
| Mar. | 8,009 | 5,909 | \$15.05 |
| Apr. | 7,691 | 5,684 | \$15.60 |
| May | | 5,804 | \$0.00 |
| June | | 6,402 | \$0.00 |
| July | | 6,078 | \$0.00 |
| Aug. | | 7,953 | \$0.00 |
| Sept. | | 7,695 | \$0.00 |
| | 53,306 | 70,660 | |
| AVERAGE COST PER PASSENGER -> | | | \$12.99 |
| AVERAGE PASSENGERS PER MONTH -> | | | 7,615 |

| Passengers per Mile | | | |
|--|------|-------|-------------|
| Oct. | 0.17 | April | 0.19 |
| Nov. | 0.18 | May | #DIV/0! |
| Dec. | 0.18 | June | #DIV/0! |
| Jan. | 0.19 | July | #DIV/0! |
| Feb. | 0.18 | Aug. | #DIV/0! |
| Mar. | 0.17 | Sept. | #DIV/0! |
| AVERAGE MONTHLY PASSENGERS PER MILE | | | 0.18 |

| Cost per Mile | | | |
|------------------------------|--------|-------|---------------|
| Oct. | \$1.87 | April | \$2.20 |
| Nov. | \$3.71 | May | #DIV/0! |
| Dec. | \$2.32 | June | #DIV/0! |
| Jan. | \$2.26 | July | #DIV/0! |
| Feb. | \$2.13 | Aug. | #DIV/0! |
| Mar. | \$1.93 | Sept. | #DIV/0! |
| TOTAL | | | |
| AVERAGE COST PER MILE | | | \$2.34 |

| Hourly Cost | | | |
|----------------------------------|---------|-------|----------------|
| Oct | \$47.14 | April | \$55.79 |
| Nov. | \$94.12 | May | #DIV/0! |
| Dec. | \$58.36 | June | #DIV/0! |
| Jan. | \$57.75 | July | #DIV/0! |
| Feb. | \$53.80 | Aug | #DIV/0! |
| March | \$48.68 | Sept | #DIV/0! |
| TOTAL | | | |
| AVERAGE TOTAL HOURLY COST | | | \$59.29 |

| Passengers per Hour | | | |
|------------------------------------|-----|-------|------------|
| Oct | 4.3 | April | 4.8 |
| Nov. | 4.5 | May | #DIV/0! |
| Dec. | 4.5 | June | #DIV/0! |
| Jan. | 4.8 | July | #DIV/0! |
| Feb. | 4.7 | Aug | #DIV/0! |
| March | 4.4 | Sept. | #DIV/0! |
| TOTAL | | | |
| AVERAGE PASSENGERS PER HOUR | | | 4.6 |

Budget CPH \$ 60.00

| Route Location | Passenger Totals | Operating Hours | Mileage |
|---------------------------|------------------|-----------------|---------------|
| Red | 1,069 | 210.00 | 5,700 |
| Purple | 1,097 | 205.00 | 5,298 |
| Gold | 771 | 110.00 | 2,539 |
| Gold H2Expansion | 774 | 120.00 | 3,092 |
| Accomack On Demand(Green) | 583 | 180.00 | 3,796 |
| Blue | 592 | 125.00 | 2,773 |
| Blue H2Expansion | 600 | 105.00 | 2,778 |
| Silver | 670 | 240.00 | 6,582 |
| Yellow | 1,299 | 210.00 | 4,918 |
| Rt.13 Express | 236 | 84.00 | 2,903 |
| | 7,691 | 1,589.00 | 40,379 |

| 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. | 1,589.00 | 40,379 | |
| May | | | |
| June | | | |
| July | | | |
| Aug. | | | |
| Sept. | | | |
| <hr/> | | | |
| | 11,679.15 | 295,684 | 0 |
| * * * * * | | | |

In Re: State's Comments

Ms. Balderson reported that the Commonwealth Transportation Board was meeting on June 21st to vote on the FY 2024-2029 Six Year Plan. Included in the Plan are operating, planning and capital projects for both the Transit and Rail divisions. Lastly, Ms. Balderson noted that Mr. Steven Hennessee, the VDRPT Alternate appointee to the ANTDC, is retiring and the Department will soon select a new Alternate appointee.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff said that there is the possibility of another launch next week.

In Re: Railroad Comments

The car count for April and May 2023 are shown below. Mr. Rosner of Delmarva Central said that they are starting to pave the crossing tracks, doing about one per weekend.

| | | | |
|--------------------|---------------|---------------------|----------------|
| April 2023 | | May 2023 | |
| Coastline Chemical | 13 cars | Coastline Chemical | 27 cars |
| Pep-up | <u>4</u> cars | Perdue Agribusiness | <u>23</u> cars |
| Total | 17 cars | Total | 50 cars |

Mr. Rosner of DCR said that the Hallwood crossing will be redone tomorrow.

Mr. Sid Camden of BBRR said that everything was going smooth in Little Creek. Mr. Camden introduced Mr. Steve Powell, President of Buckingham Branch.

In Re: VDOT Report

Mr. Chris Isdell, Residency Administrator, was absent.

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 and voted "yes." The motion was unanimously passed. The meeting was recessed.

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

Everyone was reminded that the July meeting has been moved from Tuesday, July 4th, to Wednesday, July 5th.

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