

**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, September 5, 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 (via phone)

Nonmembers present:

H. Spencer Murray, Canonie Atlantic Co.  
George Mapp, Eastern Shore Rail Trail Foundation  
Bruce Simms, Virginia Regional Transit  
Bill Moore, STAR Transit  
Sid Camden, Buckingham Branch Railroad  
Bill Mitchum, Buckingham Branch Railroad  
Cliff Grunstra, Delmarva Central Railroad  
Jackie Phillips, Canonie Atlantic Co.  
John D. Sharpley, Canonie Atlantic Co.  
Anne Doyle, A-N Planning District Commission  
Chris Isdell, VA Dept. of Transportation  
Stephen Johnsen, citizen  
Jim Outland, Canonie Atlantic Co.  
Damion Geist, NRHS  
Randi Spivey, 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. Wolff.

In Re: Statements from the Public

Mr. Damion Geist said that he had attended a recent Nassawadox Town Council meeting and concerns were expressed regarding trees growing up in the railroad corridor. Mr. Murray, Mr. Bennett and Mr. Outland will work with Mr. Geist to determine the specific location(s) of the growth.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at August 31 of \$72,111.42.

In Re: Minutes of August 1, 2023

Motion was made by Ms. Major, seconded by Mr. Bennett, that minutes of the meeting of August 1, 2023, be approved. All members were present and voted "yes." The motion was passed.

In Re: Public Transportation Report

Mr. Bruce Simms noted that August's ridership represented the third highest count in history.

Mr. Moore distributed information with regard to possible future expansion of a new route into Onancock and Onley. Further research is being done but it was noted that this new route may be included in next year's budget.

Mr. Bennett said that the Eastern Shore Area Agency on Aging is looking for a used passenger bus. Mr. Simms responded that due to recent issues with vehicle procurements, STAR's bus fleet do have "a lot of miles" on them.

The following Management Report was distributed:



**STAR Transit Management Report  
September 5<sup>th</sup> 2023**

## **Operations**

- Ridership continues to rebound, with August 2023 reporting the third highest monthly passenger count in STAR Transit's history.

## **Human Resources**

- STAR Transit has successfully certified a driver through its ELDT training program. Upon certification, this employee successfully obtained their credentials through the Department of Motor Vehicles.

## **Marketing and Outreach**

- A rough draft of an Onancock, Onley and Daugherty area shuttle service concept has been completed and is available for review by the board and for long range planning efforts and discussion.
- STAR Transit's annual review of route timing, paths of travel and safety enhancements is underway for the fall 2023 route map and brochure updates.
- In conjunction with the Eastern Shore Health District, STAR Transit is assisting their community wide survey. This assistance includes allowing the placement of public health flyers and surveys in the vehicles.

## **Training**

- There were no trainings scheduled for the month of August.

## **Transit Capital and Infrastructure**

- STAR Transit has been successful in extending the deadline for capital grant # 42023-31 for the installation of a backup power generator system. This extension was made necessary due to supply chain issues faced by All American Electric of Greenwood Delaware. We anticipate installation of the system in November 2023.
- Capital grant contracts related to rolling stock are still unavailable for review and signature. This delay affects all FY24 rolling stock requests.
- Several Capital Grants are scheduled to expire in September, however, extension requests will be submitted for DRPT consideration.

## **Monthly Ridership Statistics**

May 2022	5804	May 2023	8880
June 2022	6402	June 2023	7801
July 2022	6078	July 2023	7332
Aug 2022	7953	Aug 2023	8644

\* \* \* \* \*

STAR TRANSIT 2022-2023				31-Jul-23			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Passengers			Total Cost
				Month	2022-2023	2021-22 Trips	
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.	\$104,537.86	\$88,644.10	\$15,893.76	Apr.	7,691	5,684	\$15.60
May	\$123,195.53	\$129,425.87	-\$6,230.34	May	8,880	5,804	\$22.30
June	\$106,564.97	\$96,856.33	\$9,708.64	June	7,801	6,402	\$15.13
July	\$107,532.11	\$125,179.87	-\$17,647.76	July	7,332	6,078	\$20.60
Aug.			\$0.00	Aug.		7,953	\$0.00
Sept.			\$0.00	Sept.		7,695	\$0.00
<b>TOTAL</b>	<b>\$1,091,921.77</b>	<b>\$1,043,964.96</b>	<b>\$47,956.81</b>		<b>77,319</b>	<b>70,660</b>	<b>\$13.50</b>
					<b>AVERAGE PASSENGERS PER MONTH - &gt;</b>		<b>7,732</b>

Passengers per Mile				Cost per Mile			
Oct.	0.17	April	0.19	Oct.	\$1.87	April	\$2.20
Nov.	0.18	May	0.20	Nov.	\$3.71	May	\$2.89
Dec.	0.18	June	0.18	Dec.	\$2.32	June	\$2.19
Jan.	0.19	July	0.18	Jan.	\$2.26	July	\$3.09
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>TOTAL</b>			
<b>AVERAGE MONTHLY PASSENGERS PER MILE</b>	<b>0.18</b>			<b>AVERAGE COST PER MILE</b>			<b>\$2.46</b>

Hourly Cost				Passengers per Hour			
Oct	\$47.14	April	\$55.79	Oct	4.3	April	4.8
Nov.	\$94.12	May	\$74.05	Nov.	4.5	May	5.1
Dec.	\$58.36	June	\$55.41	Dec.	1	June	4.5
Jan.	\$57.75	July	\$78.78	Jan.	1	July	4.6
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>							

**AVERAGE TOTAL HOURLY COST**

**\$62.27**

**AVERAGE PASSENGERS PER HOUR**

**4.6**

Budget CPH

\$  
60.00

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,111	210.00	5,754
Purple	1,022	205.00	5,259
Gold	906	110.00	2,593
Gold H2Expansion	838	120.00	3,094
Accomack On Demand(Green)	390	180.00	3,970
Blue	526	125.00	2,714
Blue H2Expansion	531	105.00	2,722
Silver	552	240.00	6,589
Yellow	1,209	210.00	4,991
Rt.13 Express	247	84.00	2,776
	<b>7,332</b>	<b>1,589.00</b>	<b>40,462</b>

Month	Hrs. of Oper.	Mileage	Budget Hrs
<b>Oct.</b>	1,668.45	42,129	
<b>Nov.</b>	1,668.45	42,318	
<b>Dec.</b>	1,668.45	41,893	
<b>Jan.</b>	1,668.45	42,612	
<b>Feb.</b>	1,589.00	40,151	
<b>Mar.</b>	1,827.35	46,202	
<b>Apr.</b>	1,589.00	40,379	
<b>May</b>	1,747.90	44,836	
<b>June</b>	1,747.90	44,223	
<b>July</b>	1,589.00	40,462	
<b>Aug.</b>			
<b>Sept.</b>			
	16,763.95	425,205	0

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In Re: State's Comments

Ms. Balderson thanked the Commission for allowing her to participate in the meeting via telephone.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff stated that the Antares launch held the first of this month was a spectacular event, witnessed by many officials including Mr. and Mrs. Phil Thompson of Virginia Regional

Transit.

In Re: Railroad Comments

Mr. Cliff Grunstra said that things were going well with strong shipments from Coastal Chemicals. He is hopeful that propane will start moving soon as well.

August carloads were 24 – all from Coastline.

Mr. Sid Camden of BBRR introduced Mr. Bill Mitchum, Vice President of Operations, who noted that the August traffic levels were above average.

In Re: VDOT Report

Mr. Chris Isdell, Residency Administrator, said that paving operations were wrapping up in the next few weeks. The Route 602 – Cemetery Road project – is being recommended for award. VDOT continues to work with the Hampton Roads Sanitation District on infrastructure installation in Accomac and Wachapreague. In response to a question from Mr. Bennett, Mr. Isdell said he would investigate a site distance issue southbound at Machipongo.

NEW BUSINESS

In Re: Consider Award of FY 2023 Audit Contract

Motion was made by Mr. Bennett, seconded by Mr. Coker, that the FY 2023 Audit Contract be awarded to Mitchell, Burns & Co., in accordance with its proposal. All members were present and voted “yes.” The motion was unanimously passed.

In Re: Appointments to Eastern Shore Rail-Trail Foundation Board

Motion was made by Mr. Coker, seconded by Mr. Bennett, that Mr. Ernest Smith be appointed to replace Mr. Jim Outland on the Eastern Shore Rail Trail Foundation, and that Mr. Jackie Phillips be appointed to replace Mr. Ron Wolff on the Eastern Shore Rail Trail Foundation. All members were present and voted “yes.” The motion was unanimously passed.

In Re: Recess/Adjourn

Motion was made Mr. Coker, 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.

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.