

**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 Monday, November 6, 2023, at 5:30 p.m.

Present:

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

Absent:

Oliver H. Bennett

Ex-Officio member present:

Linda Balderson

Nonmembers present:

George Mapp, Eastern Shore Rail Trail Foundation
Phil Thompson, Virginia Regional Transit
Bill Moore, STAR Transit
Sid Camden, Buckingham Branch Railroad
Cliff Grunstra, Delmarva Central Railroad
Jackie Phillips, Canonie Atlantic Co.
Stephen Johnsen, citizen
Jim Outland, Canonie Atlantic Co.
Damion Geist, NRHS
J. D. Sharpley, Canonie Atlantic Co.
Anne Doyle, A-N Planning District Commission

In Re: Call to Order

The Vice Chairman called the meeting to order and indicated that a quorum was present.

In Re: Invocation

The invocation was given by Mr. Wolff.

Mr. Hart arrived at 5:35 p.m.

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 October 31 of \$70,783.46.

In Re: Minutes of October 3, 2023

Motion was made by Ms. Major, seconded by Mr. Wolff, that minutes of the meeting of October 3, 2023, be approved. All members were present with the exception of Mr. Bennett and voted "yes." The motion was passed.

In Re: Public Transportation Report

The following Management Report was distributed:



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

Operations

- October 2023 ridership surpassed the total of any month on record providing 9323 rides to residents and guests of the Eastern Shore of Virginia. Daily averages continue to surpass 400 with all routes performing very well.

Human Resources

- During the month of October STAR Transit has one active applicant traversing the onboarding process.

Marketing and Outreach

- STAR Transit management has begun the annual process of route path and timing evaluations to realign route maps and brochures as needed.
- During the months of November and December, STAR Transit will be a participant in the KERR Place “Lights on the Lawn” event.
- STAR Transit will be participating in the Onancock Christmas parade to promote public transit services in the surrounding communities.
- A press release to commemorate and celebrate STAR Transit’s FY23 ridership record has been created and is being provided to media outlets for distribution,

Training

- STAR Transit conducted “ride-a-long” evaluations during the month of October and reviewed with vehicle operators the STAR Transit Operators Manual. In addition to these items, breakout sessions with vehicle operators centered on safety concerns and safety messaging discussions.

Transit Capital and Infrastructure

- STAR Transit has selected DRPT bench contracting group Kimley-Horn of Virginia Beach to perform its Fleet Electrification Study. A kick off meeting is scheduled for November 2023.

Monthly Ridership Statistics

June	2022	6402	June	2023	7801
July	2022	6078	July	2023	7332
August	2022	7953	August	2023	8644
September	2022	7695	September	2023	8491
October	2022	7206	October	2023	9323

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It was reported that the October ridership of 9,323 marked the highest monthly total ever achieved by STAR Transit. Perdue accounted for 766 of that.

Mr. Thompson requested that the Commission consider an annual salary adjustment for STAR’s staff in the amount of 3% plus a \$500 holiday bonus for each driver as was done last year. The salary adjustment will become effective with the next pay period. STAR’s revenues can support this action. Motion was made by Mr. Coker, seconded by Mr. Wolff, that the salary adjustment and holiday bonus be approved as presented. All members were present and voted “yes.” The motion was unanimously passed.

30-Sep-23

STAR TRANSIT 2022-2023

STAR TRANSIT 2022-2023				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.	\$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.	\$109,458.28	\$102,053.08	\$7,405.20	Aug.	8,644	7,953	\$12.83
Sept.	\$124,812.39	\$135,056.19	-\$10,243.80	Sept.	8,491	7,695	\$17.55
					94,454	70,660	
TOTAL	\$1,326,192.44	\$1,281,074.23	\$45,118.21	AVERAGE COST PER PASSENGER ->			\$13.56
				AVERAGE PASSENGERS PER MONTH ->			7,871

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.	0.19	Feb.	\$2.13	Aug.	\$2.21
Mar.	0.17	Sept.	0.21	Mar.	\$1.93	Sept.	\$3.30
				TOTAL	AVERAGE COST PER MILE		\$2.50
AVERAGE MONTHLY PASSENGERS PER MILE			0.18				

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 4.5	June	4.5
Jan.	\$57.75	July	\$78.78	Jan.	1 4.8	July	4.6
Feb.	\$53.80	Aug	\$55.85	Feb.	4.7	Aug	4.7
March	\$48.68	Sept	\$84.99	March	4.4	Sept.	5.3
				AVERAGE PASSENGERS PER HOUR		4.7	
AVERAGE TOTAL HOURLY COST			\$63.48				

Budget CPH			\$ 60.00
Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,146	210.00	5,755
Purple	1,327	205.00	5,290
Gold	976	110.00	2,607
Gold H2Expansion	914	120.00	3,091

Accomack On Demand(Green)	640	180.00	4,250
Blue	664	125.00	2,786
Blue H2Expansion	678	105.00	2,795
Silver	658	240.00	6,574
Yellow	1,208	210.00	4,959
Rt.13 Express	280	84.00	2,825
	8,491	1,589.00	40,932

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	1,747.90	44,836	
June	1,747.90	44,223	
July	1,589.00	40,462	
Aug.	1,827.35	46,258	
Sept.	1,589.00	40,932	
	20,180.30	512,395	0

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In Re: State's Comments

Ms. Balderson noted that the Department's new website grant system will launch December 1 which is when the grant application window will open.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff reported a very quiet month, but noted that everyone was looking forward to the next six years when 40 launch events per year are anticipated.

In Re: Railroad Comments

Mr. Cliff Grunstra of Delmarva Central Railroad noted that Perdue had commenced shipments as indicated in the October car count below:

Coastline	20
Pep-Up	1
Perdue Agribusiness	20
Sharp Energy	<u>2</u>
Total Cars	43

Mr. Sid Camden of BBRR said that October was another good month and that plans are underway for the Santa Train.

In Re: VDOT Report

Mr. Chris Isdell was absent.

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 with the exception of Mr. Bennett 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. Coker, that the meeting be adjourned. All members were present with the exception of Mr. Bennett and voted “yes.” The motion was unanimously passed. The meeting was adjourned.