

**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, July 2, 2024, at 5:30 p.m.

Present:

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

Ex-Officio member absent:

Linda Balderson

Nonmembers present:

George Mapp, Eastern Shore Rail Trail Foundation
Bill Moore, STAR Transit
Phil Thompson, Virginia Regional Transit
Jim Outland, Canonie Atlantic Co.
H. Spencer Murray, Canonie Atlantic Co.
Ron Wolff, Canonie Atlantic Co.
Cliff Grunstra, Delmarva Central Railroad
Shamika Lewis, ANPDC
Steve Powell, Buckingham Branch Railroad
Damion Geist, NRHS

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 Juen 28 of \$74,002.77.

In Re: Minutes of June 4 2024.

Motion was made by Ms. Major, seconded by Mr. Bennett, that the minutes of the meeting of June 4 2024, be approved as presented. All members were present with the exception of Ms. Balderson and voted “yes.” The motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
July 2nd 2024**

Operations

- Due to the timing of month end, June 2024 ridership results will be presented at the July 2nd ANTDC meeting.

Human Resources

- STAR Transit is actively recruiting for two additional vehicle operators to provide passenger service to the residents and guests of the Eastern Shore of VA.
- A position of “Lot Attendant” has been filled. We are pleased to have this person join our team to enhance the interior and exterior appearance of STAR Transit vehicles as they provide mobility to residents along the Eastern Shore.

Marketing and Outreach

- Due to draft funding results from local match providers and the Commonwealth Transportation Board, STAR Transit anticipates launching an Accomack expansion

route to serve the areas of Onancock, Onley and Daugherty in FY25. A draft route will be presented at the July meeting.

Training

- No training events were held during the month of June 2024.

Transit Capital and Infrastructure

- VRT, providing management services of STAR Transit, including Human Resources, Financial Services and Operational Oversight, proposes a 3.3% increase to the STAR Management Fee from \$2,800.00 per month to \$2,892.40 per month. A separate formal letter of request accompanies this report.

Motion was made by Mr. Coker, seconded by Ms. Major, that the Commission approve the requested 3.3% increase for STAR management fee. All members were present with the exception of Ms. Balderson and voted “yes.” The motion was unanimously passed.

- During the month of June, STAR Transit received four grant funded 19 passenger Ford E-450 Starcraft Allstar buses. These replacement vehicles were ordered in November of 2023 through the eVA online procurement system and funded by grant #42024-17 to take the place of units #41, #43, #45 and #47.
- During the month of June, STAR Transit listed for sale on publicsurplus.com, an online auction listing service, three buses having reached the Federal Transit Administrations Useful Life Criteria as described in FTA Circular 5010.1D. These vehicles are bus #38, #42 and #45. Of the three, two are not operable and listed as “non-running condition”.

Monthly Ridership Statistics

March 2023	8,009	March 2024	8,160
April 2023	7,691	April 2024	8,924
May 2023	8,880	May 2024	9,331
June 2023	7,801	June 2024	8,435

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STAR TRANSIT 2023-2024				31-May-24				
				Passengers				
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	2023-2024	2022-2023 Trips	Total Cost	
Oct.	\$115,850.96	\$95,960.85	\$19,890.11	Oct.	9,323	7,206	\$10.29	
Nov.	\$137,304.35	\$141,870.26	-\$4,565.91	Nov.	8,701	7,538	\$16.31	
Dec.	\$119,276.11	\$104,535.78	\$14,740.33	Dec.	7,672	7,462	\$13.63	
Jan.	\$123,502.19	\$113,925.93	\$9,576.26	Jan.	8,479	7,992	\$13.44	
Feb.	\$124,619.80	\$140,561.69	-\$15,941.89	Feb.	8,409	7,408	\$16.72	
Mar.	\$127,509.76	\$112,170.25	\$15,339.51	Mar.	8,160	8,009	\$14.01	
Apr.	\$120,180.00	\$119,689.38	\$490.62	Apr.	8,924	7,691	\$15.56	
May	\$136,516.98	\$139,955.76	-\$3,438.78	May	9,331	8,880	\$15.76	
June			\$0.00	June		7,801	\$0.00	
July			\$0.00	July		7,332	\$0.00	
Aug.			\$0.00	Aug.		8,644	\$0.00	
Sept.			\$0.00	Sept.		8,491	\$0.00	
TOTAL	\$1,004,760.15	\$968,669.90	\$36,090.25		68,999	94,454		
				AVERAGE COST PER PASSENGER ->			\$14.04	
				AVERAGE PASSENGERS PER MONTH			8,625	
Passengers per Mile				Cost per Mile				
Oct.	0.21	April	0.19	Oct.	\$2.14	April	\$2.60	
Nov.	0.20	May	0.20	Nov.	\$3.32	May	\$3.02	
Dec.	0.18	June	#DIV/0!	Dec.	\$2.42	June	#DIV/0!	
Jan.	0.18	July	#DIV/0!	Jan.	\$2.36	July	#DIV/0!	
Feb.	0.19	Aug.	#DIV/0!	Feb.	\$3.19	Aug.	#DIV/0!	
Mar.	0.19	Sept.	#DIV/0!	Mar.	\$2.54	Sept.	#DIV/0!	
				TOTAL				
AVERAGE MONTHLY PASSENGERS PER				0.19	AVERAGE COST PER MIL			\$2.69
Hourly Cost				Passengers per Hour				
Oct	\$54.90	April	\$68.69	Oct	5.3	April	5.1	
Nov.	\$85.30	May	\$80.32	Nov.	5.2	May	5.4	
Dec.	\$66.75	June	#DIV/0!	Dec.	1 4.9	June	#DIV/0!	
Jan.	\$65.38	July	#DIV/0!	Jan.	1 4.9	July	#DIV/0!	
Feb.	\$84.51	Aug	#DIV/0!	Feb.	5.1	Aug	#DIV/0!	
March	\$67.44	Sept	#DIV/0!	March	4.9	Sept.	#DIV/0!	
TOTAL								
AVERAGE TOTAL HOURLY COS				\$71.59	AVERAGE PASSENGERS PER HOUR			5.1
Budget CPH				\$	60.00			
Location				Totals	Hours	Mileage		
Red				1,438	231.00	6,441		
Purple				1,425	225.50	6,247		
Gold				1,018	110.00	2,934		
Gold H2Expans				995	132.00	4,011		
Blue				799	137.50	3,158		
Blue H2Expansi				761	121.00	3,890		
Silver				608	264.00	6,953		
Yellow				1,375	231.00	5,167		
Rt.13 Express				329	92.40	3,054		
Accomack On D				583	198.00	4,503		
				9,331	1,742.40	46,358		
Month	Hrs. of Oper.	Mileage	Budget Hrs					
Oct.	1,747.90	44,946						
Nov.	1,663.20	42,721						
Dec.	1,566.00	43,280						
Jan.	1,742.40	48,195						
Feb.	1,663.20	44,035						
Mar.	1,663.20	44,090						
Apr.	1,742.40	46,113						
May	1,742.40	46,358						
June								
July								
Aug.								
Sept.								
	13,530.70	359,738	0	4				

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In Re: State's Comments

Ms. Balderson was absent. It was noted that correspondence has been received from W. Sheppard Miller III, Secretary of Transportation, announcing that Zach Trogdon, Acting Director of VDRPT has been appointed as designee to the ANTDC with Ms. Balderson serving as alternate designee.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff said that a new launch company has been added to the Wallops Flight Facility: Firefly. They have launched several rockets already..

In Re: Railroad Comments

Mr. Cliff Grunstra of DCR provided the following car count and related comments:

Coastline Chemical	20
Pep-Up	<u>3</u>
Total	23

Mr. Steve Powell of BBRR noted that things are going well in Little Creek with carloads at their expected levels.

In Re: VDOT Report

Mr. Chris Isdell, Residency Administrator of VDOT, reported that each county has submitted Smart Scale project applications and the process continues to move forward. Paving projects are occurring on both counties. The Cemetery Road project is ongoing. Mr. Isdell then said that Rt. 13 traffic counts are exceeding pre-covid levels.

Mr. H. Spencer Murray, President of Canonie Atlantic Co., was recognized and said that we need to work with the Rail Trail Foundation, Canonie and VDOT to see if we can find a way to address the Parallel Road situation. He asked if a remedy to this situation can be found; i.e., citizens are leaving their vehicles on Rt. 13 and crossing CAC right-of-way to access their properties on the east side of the facility. Mr. Isdell responded that the "true answer" is to develop Parallel Road. A 30-ft right-of-way is required as well as an existing grave which will have to be moved.

In Re: Recess

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 Ms. Balderson and voted “yes.” The motion was unanimously passed. The meeting was recessed.

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

In Re: New Accomack Appointee to the ANTDC

Mr. Jackie Phillips informed the Commission that he is the newly-appointed member from Accomack County to the ANTDC. He was welcomed by the membership.

In Re: Adjourn

Motion was made by Mr. Coker, seconded by Ms. Major, that the meeting be adjourned. All members were present with the exception of Ms. Balderson and voted “yes.” The motion was unanimously passed. The meeting was adjourned.