

**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 Building, Melfa, Virginia, on Tuesday, April 1, 2014 at 5:30 p.m.

Present:

Oliver H. Bennett, Chairman
Donald L. Hart, Jr., Vice Chairman
C. Reneta Major, Secretary-Treasurer
Laurence J. Trala
Ron Wolff
Granville F. Hogg, Jr.

Ex-Officio member present:

Jeremy Latimer

Nonmembers present:

J. T. Holland, Bay Coast Railroad
Larry LeMond, Bay Coast Railroad
Darrel Feasel, Virginia Regional Transit
Jeannie Mears, STAR Transit employee

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 March 31st of \$14,570.76.

In Re: Minutes of March 4, 2014

Motion was made by Mr. Hart, seconded by Ms. Major, that minutes of the meeting of March 4, 2014 be approved. All members were present and voted “yes”. Motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
April 1, 2014**

Operations

Star Transit Operating Adjustments – As of March 5th the Star transit staff will no longer collect age information for the Demand Response reservation software system. Requesting this information was a holdover from the FTA Section 5317 New Freedom Program funding that ended September 30th. The New Freedom program was aimed at providing transit services to the elderly and disabled and DRPT required reporting this type of information. Since this funding ended and the Green Line Demand Response service is funded under the rural FTA Section 5311 program which is for rural public transit, there is no need or reason to collect this information. Star transit staff will enter the passenger’s name and home address information into the reservation system and staff will ensure that this information is kept confidential. Passengers with special needs will be offered an option to provide an emergency contact name and phone number, but this will be on a volunteer basis only.

Transit Capital

FY2014 Bus Capital Program – Two (2) new Star Transit’s BOC Vans were delivered on March 13th. These new vans have been put into transit service. These new vans replace Bus #21 and Bus #25 which will be sold at auction following approval by DRPT.

Human Resources

Driver Training – The STAR Transit Driver Training meeting scheduled for March 25th on wheelchair securement procedures was cancelled because of inclement weather, it will be rescheduled.

Marketing and Outreach

Management Outreach – The STAR Transit Manager continues to meet and discuss transit issues with local shore agencies including Reconnect a division of Accomack public school system and the Virginia Employment Commission Workforce Office.

Transit Maintenance

Preventive Maintenance Program - All Star Transit vehicles have been serviced for the month of March and all vehicle maintenance records are up to date.

Ridership Statistics

Ridership Statistics – Star Transit carried 6936 passengers in February 2014 as compared to 6790 passengers in February 2013. This was a 2.1% increase in passenger ridership.

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				February 29, 2014 20 DAYS			
STAR TRANSIT 2013- 2014							
				Per Trip Analysis			
Month	Total Revenue	Total Expense	Surplus/Deficit	13-14 Trips	12-13 Trips	Diff	Total Cos
Oct.	\$75,515.28	\$69,047.88	\$6,467.40	7,980	7,017	14%	\$9.84
Nov.	\$73,216.14	\$49,012.44	\$24,203.70	6,597	6,847	-4%	\$7.16
Dec.	\$74,039.29	\$51,551.26	\$22,488.03	6,508	6,106	7%	\$8.44
Jan.	\$96,026.83	\$48,837.43	\$47,189.40	6,158	6,719	-8%	\$7.27
Feb.	\$75,918.47	\$40,661.58	\$35,256.89	6,936	6,800	2%	\$5.98
Mar.			\$0.00	-	6,792	-100%	\$0.00
Apr.			\$0.00	-	7,609	-100%	\$0.00
May			\$0.00	-	7,289	-100%	\$0.00
June			\$0.00	-	6,637	-100%	\$0.00
July			\$0.00	-	7,201	-100%	\$0.00
Aug.			\$0.00	-	7,631	-100%	\$0.00
Sept.			\$0.00	-	6,855	-100%	\$0.00
VEH			\$0.00	34,179	83,503	-59%	
TOTAL	\$394,716.01	\$259,110.59	\$135,605.42		AVERAGE COST PER TRIP		\$7.58
				6,836	< - AVERAGE MONTHLY TRIP		
Hours of Operation				Cost per Mile			
HOURS				COST			
Oct.	1,242	April		Oct.	\$2.01	April	
Nov.	1,080	May		Nov.	\$1.69	May	
Dec.	1,134	June		Dec.	\$1.77	June	
Jan.	1,080	July		Jan.	\$1.83	July	
Feb.	1,080	Aug.		Feb.	\$1.42	Aug.	
Mar.		Sept.		Mar.		Sept.	
TOTAL			5,616	TOTAL			
	AVERAGE MONTHLY HOURS		1,123		AVERAGE COST PER MILE		\$1.75
Hourly Cost				Mileage			
Oct	\$55.59	April		Oct	34,343	April	
Nov.	\$45.38	May		Nov.	28,963	May	
Dec.	\$45.46	June		Dec.	1 29,049	June	
Jan.	\$45.22	July		Jan.	1 26,720	July	
Feb.	\$37.65	Aug		Feb.	28,632	Aug	
March		Sept		March		Sept.	
TOTAL				TOTAL			147,707
	AVERAGE TOTAL HOURLY COS		\$46.14		AVERAGE MONTHLY MILE		29,541
Route Location	Passenger Totals	Operating Hours	Mileage				
Red	2,174	220	5,843				
Purple	1,762	220	5,627				
Gold	746	110	2,827				
Blue	792	110	2,911				
Green	572	190	4,734				
Chicotague	858	230	6,690				
Special Events	32						
	6,936	1,080	4 28,632				

In Re: State's Comments

Mr. Latimer stated that the Six Year Plan will be presented at April 16th and that STAR Transit would be receiving "everything it requested". He did note that there will be a change in the source of funding for the Rail Preservation Fund, which will allow additional funding for shortline railroads.

In Re: Airport Update

Mr. Hart had no report. Mr. Wolff reported that the next Antares rocket launch to the Space Station is scheduled for May 6th. He also reported that his last monthly citizens meeting focused on the Navy touch-and-go operation and included a presentation by a Navy wing commander.

In Re: Railroad Comments

Mr. LeMond distributed the following report:

1. We handled 84 carloads in March. Not a very good month, but we had a good year handling 1,718 cars which is an increase of 329 cars Y-O-Y.

Our top three customers were: Gordon Paper = 393 cars; Mid-Atlantic Transload = 328 cars; and PreCon Marine = 220 cars. All three of these customers are in Little Creek.

The Year-End Breakdown is:

	<u>Cars</u>	<u>%</u>	<u>Revenue</u>
CC Division	469	27%	55%
LC Division	1,249	73%	45%

2. I have put together the "Bid" package for Bayshore's track upgrade and construction. After they approve it, we will be sending out for bids.
3. I am still working with Jake Zinobile Lumber on their timber operation at Hallwood. We are now back to square one where he wants to lease the Hallwood property and place the sawmill mill there. He will cut the raw ties and ship out for treating. He still wants to be in operation before summer.
4. New Crossing Signals with gates have been installed at: Parsons Circle, Cape Charles; Sunnyside Road, Cheriton; Rogers Drive, Nassawadox; and Oakland Drive, Exmore.

In response to a question from Mr. Hart, Mr. LeMond indicated that underground wiring repair was in progress at the Wachapreague crossing.

In Re: Adjourn

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