

**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, May 6, 2014 at 5:30 p.m.

Present:

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

Absent:

Oliver H. Bennett, Chairman
Ron Wolff

Ex-Officio member present:

Jeremy Latimer

Nonmembers present:

J. T. Holland, Bay Coast Railroad
Larry LeMond, Bay Coast Railroad
Mark McGregor, Virginia Regional Transit

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. Hart.

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 April 30th of \$17,527.48.

In Re: Minutes of April 1, 2014

Motion was made by Mr. Trala, seconded by Ms. Major, that minutes of the meeting of April 1, 2014 be approved. All members were present with the exceptions of Mr. Hogg, Mr. Bennett and Mr. Wolff and voted "yes". Motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



STAR Transit Management Report

May 6, 2014

Operations

Star Transit Operating – Star Transit staff has successfully negotiated with the Town of Cape Charles for their assistance in installing a bus stop shelter at Heritage Acres Apartment Complex.

Transit Capital

FY2015 Bus Capital Program – DRPT has tentatively approved the Repair of the Septic/Sewer System and the Purchase of Bus Stop Signs in the FY2015 Program of Projects. The Commonwealth Transportation Board will make a final decision in June 2014.

Human Resources

Driver Training – STAR Transit management staff hosted a Driver Training meeting on April 29th. The driver training covered wheelchair lift procedures.

Marketing and Outreach

Management Outreach – The STAR Transit Manager continues to meet and discuss transit issues with local shore agencies including Cape Charles Medical Center, Eastern Shore Area Community Action Agency and the Accomack Northampton Planning District Commission.

Transit Maintenance

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

Ridership Statistics

Ridership Statistics – Star Transit carried 5851 passengers in March 2014 as compared to 6792 passengers in March 2013. This was a 16% decrease in passenger ridership. March ridership was affected by three inclement weather days during the month. Star Transit carried 7421 passengers in April 2014 as compared to 7609 passengers in April 2013. This was a 2.5 % decrease in passenger ridership.

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Referencing an earlier request from Mr. Hogg, a listing of STAR Transit bus stop sign locations as of May 2014 was presented to the ANTDC as follows:

Star Transit Bus Stop Sign Locations May 2014

Northampton County:

- 1 Exmore Fresh Pride Rt 13 (across the street Greyhound Stop)
- 2 Barber Shop Rt 13 & Occohannock Neck Rd Exmore
- 3 New Road Community Center Rt 13 & Occohannock Rd
- 4 ***Exmore Town Center Main St (Bus 13)**
- 5 Exmore Village I
- 6 Exmore Village II
- 7 Peter Cartwright Apts Exmore Shore Vault & Precast Bus RT 13 (Main St)
- 8 Exmore ESCSB Bus 13 Main St/Benjamin
- 9 Exmore
- 10 Exmore Shore Plaza Rt 13
- 11 Riverside Hospital Nassawadox
- 12 Nassawadox Library
- 13 Treherneville Rt 13/Kates Dr
- 14 Northampton HS Eastville (Bus 13)

Accomack County:

- 1 Corner Mart Rt 13 Painter
- 2 "Old Immigration " Bldg Main Rt 13 Painter
- 3 Keller Post Office Main/Rt 13
- 4 84 Lumber Rt 13 Keller
- 5 ***ESCC Rt 13 Melfa** Jeff Doughty's Market Rt 13
- 6 Melfa Main /13 Melfa
- 7 (Vance's)
- 8 ***Wal-Mart Onley**
- 9 Onley Medical Center ESRH Four Corner Shopping Center Rt 13
- 10 Onley Food Lion Shopping Center Rt 13
- 11 13 Onley
- 12 DMV North St Onancock No Limits Pine/Market
- 13 Onancock Accomack Senior Boundary
- 14 Onancock

OPERATING PROFIT/LOSS	317,252.13	299,982.80	17,269.33
Non Capital Grant P&L		7,082.28	(7,082.28)
OPERATING/Non Capital PROFIT/LOSS	317,252.13	307,065.08	10,187.05
	0.00	0.00	(0.00)

MARCH 31, 2014 21 DAYS

STAR TRANSIT 2013- 2014

Month	Total Revenue	Total Expenses	Surplus/Deficit	Per Trip Analysis			Total Cost
				13-14 Trips	12-13 Trips	Diff	
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.	\$95,088.83	\$48,837.43	\$46,251.40	6,158	6,719	-8%	\$7.27
Feb.	\$73,609.47	\$40,661.58	\$32,947.89	6,936	6,800	2%	\$5.98
Mar.	-\$74,216.88	\$47,954.49	-\$122,171.37	5,851	6,792	-14%	\$7.06
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	40,030	83,503	-52%	
TOTAL	\$317,252.13	\$307,065.08	\$10,187.05			AVERAGE COST PER TRIP - >	\$7.67
				6,672		< - AVERAGE MONTHLY TRIP	

Hours of Operation

HOURS	
Oct.	1,242
Nov.	1,080
Dec.	1,134
Jan.	1,080
Feb.	1,080
Mar.	1,134
April	
May	
June	
July	
Aug.	
Sept.	
TOTAL	6,750
AVERAGE MONTHLY HOURS	1,125

Cost per Mile

COST	
Oct.	\$2.01
Nov.	\$1.69
Dec.	\$1.77
Jan.	\$1.83
Feb.	\$1.42
Mar.	\$1.74
April	
May	
June	
July	
Aug.	
Sept.	
TOTAL	
AVERAGE COST PER MILE	\$1.75

2. For the next 3 months we should be receiving a considerable amount of carloads of LP Gas. Sharp Gas is refurbishing their facility in Princess Anne so those cars will be coming to us for unloading at LeCato. They estimate 35 cars per month.
3. Jake Zinobile Lumber is no longer looking at Hallwood anymore for his operation since he found out it would cost around \$50,000 for A&N electric to run him 3-phase service. He is now talking to Branscome to see if he can lease their property at LeCato (Oak Hall) – this is the former C. Lee Davis operation.

This property already has what he needs, 3-phase power, water and septic.

4. On April 24th, we had our Pre-bid meeting for the Bayshore Track Project. Five contractors attended and the Bids are due May 14th.
5. Today, Jeremy, Katherine and I met with John Sharpley concerning his proposed track expansion.

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NEW BUSINESS

In Re: TDP Updates

Mr. McGregor noted that certain sections of STAR Transit's Transit Development Plan needed to be updated to reflect changes in proposed FY 15 and FY 16 improvements. Specifically, computer hardware and software upgrades were moved from FY 15 to FY 16 and an emergency replacement of the existing sewer system will be included in FY 15.

Mr. Hogg arrived at this time.

Motion was made by Ms. Major, seconded by Mr. Trala, that the updates be approved as presented. All members were present with the exceptions of Mr. Wolff and Mr. Bennett and voted "yes." The motion was unanimously passed.

Mr. Hogg stated that there were no signs along Route 13 that advertise our public transit system and suggested that perhaps a conversation with VDOT was in order, given the cumbersome and complicated VDOT sign permit process in order to allow placement on primary roads. Mr. McGregor stated that VRT plans to add additional signage along VDOT right-of-way as funds allow although "advertisement" of services is generally not allowed.

Mr. Hogg stated that the end of STAR Transit's route in Northampton County is in Cape Charles and he would like the Commission to consider expansion of the route during the summer months to go through the campground and as far south as Kiptopeke State Park.

Mr. McGregor replied that a modification to STAR's routing would require an amendment to the Transit Development Plan; the earliest opportunity for said amendment would be in next year's budget submission, but he agreed to research this possibility.

In Re: Adjourn

Motion was made by Ms. Major, seconded by Mr. Trala, that the meeting be adjourned. All members were present with the exceptions of Mr. Bennett and Mr. Wolff and voted "yes". The motion was unanimously passed. The meeting was adjourned.