

**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, October 6, 2015 at 5:30 p.m.

Present:

Oliver H. Bennett, Chairman
Donald L. Hart, Jr., Vice Chairman
C. Reneta Major, Secretary-Treasurer
Granville F. Hogg, Jr.
Ron Wolff
Larry E. LeMond

Ex-Officio member absent:

Steven Hennessee, DRPT

Nonmembers present:

Alex Parry, Bay Coast Railroad
J. T. Holland, Bay Coast Railroad
John Maher, Virginia Regional Transit
Mark McGregor, Virginia Regional Transit

In Re: Call to Order

The Chairman called the meeting to order and indicated that a quorum was present. He introduced Mr. LeMond, the newly-appointed ANTDC member from Northampton County, who succeeded Mr. Trala.

In Re: Invocation

The invocation was given by Ms. Major.

In Re: Statements from the Public

There were no comments.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at September 30th of \$23,953.60.

In Re: Minutes of September 1, 2015

Motion was made by Mr. Hart, seconded by Ms. Major, that minutes of the meeting of September 1, 2015 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
October 06, 2015**

Operations

- YELLOW Route:
 - 19 rides the first day of service on Sept. 28-- a very good start!
 - WESHR radio station at no charge has been promoting our new service.
 - Bus stop signs have been placed at most of the stops- still ongoing
 - Ebenezer AME Church in Capeville will be hosting our ribbon cutting ceremony on Oct. 1 at 11am.
 - 3000 Yellow Route brochures have been mailed out to the residents in Northampton County.
- Eastern Shore Area Agency on Aging (ESAAA) has been official training their members on the use of our transit system. On July 23, a group rode our Red/Purple and Blue/Gold routes. Margaret George, ESAAA Center Manager reported back that they were impressed with our courteous, professional drivers and thoroughly enjoyed the excursion. They will be travelling again on Oct 15.

Transit Capital

- The new environmentally friendly septic system is up and functioning. Once the dirt settles the disturbed areas will be graded and seeded.

Training

- A Drivers meeting was held on Sept. 22 to go over new operational procedures. At the meeting, driver and part time office assistant Jeanne Moore was officially recognized for her “above and beyond efforts” over the past month and presented with a \$50 gift card.

Human Resources

- An additional driver with over 20 years of public transit service was recently hired.
- We will be switching to a new computer based payroll provider, Paycom, on Oct 1. Going forward all staff and employees will be inputting their time sheets electronically in a new desk top computer located in our office.

Marketing and Outreach

- VRT/VA Rides is proposing a contract agreement with STAR Transit to handle special event/charter service on the Eastern Shore (contract attached).

Motion was made by Mr. Wolff, seconded by Ms. Major, that the contract be approved as presented. All members were present and voted “yes.” The motion was unanimously passed.

- ANPDC Transportation Advisory Committee meeting on Sept. 22.

Transit Maintenance

- ***Preventive Maintenance Program*** – Routine maintenance is current.

Ridership Statistics

- August, 2015 STAR Transit passenger statistics 7718, down 128 rides, 1%, compared to August 2014, 7846.

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STAR TRANSIT 2014- 2015				AUGUST 30, 2015 21 DAYS		
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	2014-15 Trips	Total Cost
Oct.	\$54,913.48	\$55,437.22	-\$523.74	Oct.	8,729	\$6.35
Nov.	\$49,469.06	\$47,727.00	\$1,742.06	Nov.	6,686	\$7.14
Dec.	\$49,312.36	\$44,497.75	\$4,814.61	Dec.	7,084	\$6.28
Jan.	\$47,913.62	\$44,540.44	\$3,373.18	Jan.	7,078	\$6.29
Feb.	\$45,820.36	\$40,671.56	\$5,148.80	Feb.	5,150	\$7.90
Mar.	\$53,592.51	\$57,981.68	-\$4,389.17	Mar.	7,094	\$8.17
Apr.	\$56,820.36	\$45,022.74	\$11,797.62	Apr.	7,528	\$5.98
May	\$54,453.23	\$48,794.99	\$5,658.24	May	6,525	\$7.48

June	\$54,600.54	\$50,578.64	\$4,021.90	June	7,324	\$6.91
July	\$57,250.94	\$55,242.20	\$2,008.74	July	7,817	\$7.07
Aug.	\$54,851.44	\$51,556.14	\$3,295.30	Aug.	7,718	\$6.68
Sept.			\$0.00	Sept.	0	\$0.00
					78,733	
TOTAL	\$578,997.90	\$542,050.36	\$36,947.54	AVERAGE COST PER PASSENGER ->		\$6.88
				AVERAGE PASSENGERS PER MONTH ->		7,158

Passengers per Mile				Cost per Mile			
Oct.	0.26	April	0.24	Oct.	\$1.66	April	\$1.45
Nov.	0.24	May	0.23	Nov.	\$1.74	May	\$1.74
Dec.	0.23	June	0.24	Dec.	\$1.46	June	\$1.66
Jan.	0.24	July	0.26	Jan.	\$1.48	July	\$1.82
Feb.	0.21	Aug.	0.27	Feb.	\$1.67	Aug.	\$1.77
Mar.	0.23	Sept.	0.00	Mar.	\$1.88	Sept.	\$0.00
				TOTAL			
AVERAGE MONTHLY PASSENGERS PER MILE			0.24	AVERAGE COST PER MILE			\$1.66

Hourly Cost				Passengers per Hour			
Oct	\$44.64	April	\$37.90	Oct	7.0	April	6.3
Nov.	\$46.52	May	\$45.18	Nov.	6.5	May	6.0
Dec.	\$37.46	June	\$42.57	Dec.	1	June	6.2
Jan.	\$39.28	July	\$46.50	Jan.	1	July	6.6
Feb.	\$41.84	Aug	\$45.46	Feb.	5.3	Aug	6.8
March	\$48.81	Sept	\$0.00	March	6.0	Sept.	0.0
TOTAL							
AVERAGE TOTAL HOURLY COST			\$43.27	AVERAGE PASSENGERS PER HOUR			6.3

Route Location	Passenger Totals	Operating Hours	Mileage
Red	2,123	231	6,251
Purple	2,181	231	5,920
Gold	946	116	2,993
Blue	1,086	116	2,956
Green	270	200	3,521
Chicoteague	1,112	242	7,434
Special Events			
	<u>7,718</u>	<u>1,136</u>	<u>29,075</u>

Month	Hrs. of Oper.	Mileage
Oct.	1,242	33,382
Nov.	1,026	27,480
Dec.	1,188	30,582
Jan.	1,134	30,020
Feb.	972	24,381
Mar.	1,188	30,800
Apr.	1,188	31,078
May	1,080	28,099
June	1,188	30,519
July	1,188	30,300
Aug.	1,134	29,075
Sept.	0.1	0
	12,528	325,716

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In Re: Closed Session

Motion was made by Mr. Hart, seconded by Mr. Wolff, that the Commission enter Closed Session in accordance with Section 2.2-3711 of the Code of Virginia of 1950, as amended:

Paragraph 7: Consultation with legal counsel and briefings by staff members, consultants, or attorneys pertaining to actual or probable litigation, and consultation with legal counsel employed or retained by the Board of Supervisors regarding specific legal matters requiring the provision of legal advice by such counsel.

STAR Transit passenger – request for reinstatement of riding privileges

All members were present and voted “yes.” The motion was unanimously passed.

After Closed Session, the Chairman reconvened the meeting and said that the Board had entered the closed session for that purpose as set out in paragraph 7 of Section 2.1-3711 of the Code of Virginia of 1950, as amended. Upon being polled individually, each member confirmed that this was the only matter of discussion during the closed session.

In Re: State’s Comments

There were no comments from the State.

In Re: Airport Update

Mr. Wolff stated that everything was on schedule with a small rocket launch tomorrow night.

In Re: Railroad Comments

Mr. Parry presented the following report:

ANTDC MEETING

October 6, 2015

1. In September, BCR handled 302 carloads. 268 of these were at Little Creek with the top shippers being, 41 for Mid-Atlantic Transload (grit) , 18 for Gordon Paper, 20 for Honeywell (Storage) and 185 handled for DCP Midstream (Butane - Storage). Eastern Shore location handled the remaining 34 loads with the top shippers being Bayshore Concrete Products 9 cars, Associated Grain 8 cars and Coastline Chemical 11 cars.
2. Preliminary meetings are still being held in reference to the new Military Highway Crossing Installation.

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In Re: Moving November Meeting Date

Motion was made by Mr. Hart, seconded by Mr. Wolff, that the regular November meeting date, scheduled for Election Day, November 3, 2015, be moved to Thursday, November 5, 2015, to commence at 5:30 p.m. at the Eastern Shore Chamber of Commerce Office in Melfa, Virginia. All members were present and voted "yes." The motion was unanimously passed.

In Re: Adjourn

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