

**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, June 7, 2016 at 5:30 p.m.

Present:

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

Ex-Officio member absent:

Steven Hennessee, DRPT

Nonmembers present:

J. T. Holland, Bay Coast Railroad
Alex Parry, Bay Coast Railroad
John Maher, STAR Transit
Bruce Simms, Virginia Regional Transit

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 Mr. Bennett.

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 May 31st of \$29,225.88.

In Re: Minutes of May 3, 2016

Motion was made by Mr. Hart, seconded by Ms. Major, that minutes of the meeting of May 3, 2016 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
June 7, 2016**

Operations

- On May 26, Purple Route bus 32 passenger side mirror broke after it hit the side of a pole in a parking lot.
 - No one was hurt & there was no other damage.
 - This was the first preventable accident since August 2014.
 - The driver, a 10.5 year veteran, has had no accidents prior to this.

Human Resources

- New hire Tracey Van Fossen will begin driver orientation on May 31.

Marketing and Outreach

- Meeting with Jennifer Giddens, new Executive Director of the Eastern Shore Literacy Council which tutors adult learners free of charge in English reading, writing and speaking skills.
 - The purpose of the meeting is to find a way to assist those learners who do not have a way to get to the training locations.
- Attended Kiptopeke Elementary PTA Awards Dinner/Meeting on Tuesday, May 17.
 - Star Transit was presented a certificate of appreciation from the school.

- Attended ANPDC Transit Advisory Committee (TAC) on May 24.
- Will be a member of the Riverside Shore Hospital focus group which will review the information received from their recent Community Needs Assessment Survey.

Transit Maintenance

- **Preventive Maintenance Program**
 - ACT (American Cooling Technology Inc.) completed their annual vehicle AC preventive maintenance program at our facility on May 22.
 - Routine vehicle preventive maintenance is up to date.
- **Buses Under Repair:**
 - Bus 28 and 275 are both out of service awaiting repairs.

Ridership Statistics

- May 2016 ridership is expected to be around 6925 rides at month's end ----- 600 rides-6% more -than the 6525 rides recorded May , 2015.

Adoption of STAR Transit Drug & Alcohol Zero Tolerance Policy

Motion was made by Mr. Hart, seconded by Ms. Major, that the STAR Transit Drug & Alcohol Zero Tolerance Policy be adopted as presented. All members were present and voted "yes." The motion was unanimously passed. Said Policy as adopted is on file in the STAR Transit Office as well as the offices of the Accomack-Northampton Transportation District Commission.

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STAR TRANSIT 2015-2016				APRIL 30, 2016 21 DAYS		
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	Passengers 2015-16 Trips	Total Cost
Oct.	\$66,644.33	\$56,613.40	\$10,030.93	Oct.	7,575	\$7.47
Nov.	\$66,995.51	\$56,174.52	\$10,820.99	Nov.	6,914	\$8.12
Dec.	\$66,697.48	\$45,241.04	\$21,456.44	Dec.	7,015	\$6.45
Jan.	\$65,514.68	\$48,802.06	\$16,712.62	Jan.	6,128	\$7.96
Feb.	\$66,389.10	\$48,083.61	\$18,305.49	Feb.	6,576	\$7.31
Mar.	\$72,978.65	\$72,224.07	\$754.58	Mar.	7,905	\$9.14
Apr.	\$35,233.76	\$50,310.89	-\$15,077.13	Apr.	7,105	\$7.08
May	\$0.00	\$0.00	\$0.00	May	0	\$0.00
June	\$0.00	\$0.00	\$0.00	June	0	\$0.00
July	\$0.00	\$0.00	\$0.00	July	0	\$0.00
Aug.	\$0.00	\$0.00	\$0.00	Aug.	0	\$0.00

Sept.	\$0.00	\$0.00	\$0.00	Sept.	0	\$0.00
					49,218	
TOTAL	\$440,453.51	\$377,449.59	\$63,003.92	AVERAGE COST PER PASSENGER ->		\$7.67
				AVERAGE PASSENGERS PER MONTH ->		7,031

Passengers per Mile				Cost per Mile			
Oct.	0.21	April	0.21	Oct.	\$1.58	April	\$1.46
Nov.	0.21	May	0.00	Nov.	\$1.72	May	\$0.00
Dec.	0.20	June	0.00	Dec.	\$1.29	June	\$0.00
Jan.	0.19	July	0.00	Jan.	\$1.51	July	\$0.00
Feb.	0.19	Aug.	0.00	Feb.	\$1.39	Aug.	\$0.00
Mar.	0.21	Sept.	0.00	Mar.	\$1.95	Sept.	\$0.00
TOTAL				TOTAL			
AVERAGE MONTHLY PASSENGERS PER MILE			0.20	AVERAGE COST PER MILE			\$1.56

Hourly Cost				Passengers per Hour			
Oct	\$39.59	April	\$36.86	Oct	5.3	April	5.2
Nov.	\$43.21	May	\$0.00	Nov.	5.3	May	0.0
Dec.	\$31.64	June	\$0.00	Dec.	4.9	June	0.0
Jan.	\$37.54	July	\$0.00	Jan.	4.7	July	0.0
Feb.	\$35.23	Aug	\$0.00	Feb.	4.8	Aug	0.0
March	\$48.31	Sept	\$0.00	March	5.3	Sept.	0.0
TOTAL				TOTAL			
AVERAGE TOTAL HOURLY COST			\$38.97	AVERAGE PASSENGERS PER HOUR			5.1

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,694	231	5,867
Purple	1,662	231	5,861
Gold	848	116	2,983
Blue	928	116	3,031
Green	429	200	4,111
Chicoteague	1,109	242	7,581
Yellow	435	231	4,954
	7,105	1,367	34,388

Month	Hrs. of Oper.	Mileage
Oct.	1,430	35,742
Nov.	1,300	32,622
Dec.	1,430	35,069
Jan.	1,300	32,265
Feb.	1,365	34,531
Mar.	1,495	37,041

Apr.	1,365	34,388
May	0	0
June	0	0
July	0	0
Aug.	0	0
Sept.	0	0
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	9,685	241,659

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In Re: State’s Comments

There were no comments from the State.

In Re: Airport Update

Mr. Wolff reported that the hot fire test of the Antares rocket was successfully conducted last week. There is an anticipated launch in mid-July. He then reported on the fatal crash of one of the Blue Angel pilots (the pilot who had flown with Mr. Wolff earlier). A Moment of Silence was observed by the group.

In Re: Railroad Comments

The following report was presented:

In May 2016, BCR handled 352 carloads. 337 of these were at Little Creek with the top shippers being: 19 for Mid-Atlantic Transload (grit); 23 for Gordon Paper; 6 for Dynaric, and 289 DCP (Gas Supply –Butane cars). The Eastern Shore location handled the remaining 15 loads with the top shippers being: KMX Chemical - 3 inbound cars; Coastline Chemical - 4 inbound cars; Bayshore Concrete - 4 inbound cars; and Pep Up Gas - 4 inbound cars.

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.