

**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, July 5, 2016 at 5:30 p.m.

Present:

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

Ex-Officio member absent:

Steven Hennessee, DRPT

Nonmembers present:

J. T. Holland, Bay Coast Railroad
Joyce Collins, 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 June 30th of \$28,809.14.

In Re: Minutes of June 7, 2016

Motion was made by Mr. Hart, seconded by Ms. Major, that minutes of the meeting of June 7, 2016 be approved. All members were present with the exception of Mr. Wolff and voted "yes". Motion was unanimously passed.

Mr. Wolff arrived at this time.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
July 5, 2016**

Operations

- The Yellow Rt had its highest one day total -42- on June 17.
 - 38% of the riders on the Yellow are using pre-bought 10 dollar punch cards.
 - Drivers have indicated that workers at Kiptopeke State Park and Sunset Beach Resort are now using the route on a regular basis.
- Met with the Property Manager Anne Dize to discuss bus stop shelter locations at Four Corner Plaza in Onley.

Human Resources

- Steps are underway to hire one more PT driver to round out our staff.

Marketing and Outreach

- Attended the Riverside Shore Hospital CHNA Focus Group meeting on June 3.

- Public Transit was one of the health needs identified by the recent survey.
- The next meeting is scheduled for July 21.

Transit Maintenance

- ***Preventive Maintenance Program***
 - Routine vehicle preventive maintenance is up to date.
- ***Buses Under Repair:***
 - Bus 28 is at the recently opened Sonny Merriman repair facility in Suffolk.
 - Bus 275 is at Pocomoke Chevy dealership.

Ridership Statistics

- Ridership remains strong for the summer months. To date, June 2016 shows an increase over same month last year.

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STAR TRANSIT 2015-2016				MAY 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.	\$65,796.26	\$51,860.89	\$13,935.37	Apr.	7,105	\$7.30	
May	\$70,765.70	\$51,528.29	\$19,237.41	May	6,989	\$7.37	
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	
TOTAL				56,207			
			\$111,253.83	AVERAGE COST PER PASSENGER ->			\$7.66
				AVERAGE PASSENGERS PER MONTH ->			7,026
Passengers per Mile				Cost per Mile			
Oct.	0.21	April	0.21	Oct.	\$1.58	April	\$1.51
Nov.	0.21	May	0.20	Nov.	\$1.72	May	\$1.50
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		
AVERAGE MONTHLY PASSENGERS PER MILE	0.20		AVERAGE COST PER MILE	\$1.56

Hourly Cost				Passengers per Hour			
Oct	\$39.59	April	\$37.99	Oct	5.3	April	5.2
Nov.	\$43.21	May	\$37.75	Nov.	5.3	May	5.1
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			\$38.96	AVERAGE PASSENGERS PER HOUR			5.1

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,647	231	5,878
Purple	1,569	231	5,795
Gold	929	116	2,975
Blue	922	116	2,976
Green	389	200	4,152
Chicotague	1,048	242	7,491
Yellow	485	231	4,981
	<u>6,989</u>	<u>1,365</u>	<u>34,248</u>

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	1,365	34,248
June	0	0
July	0	0
Aug.	0	0
Sept.	0	0
	11,050	275,906

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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 drone project is still being worked on for location at Wallops. He also reported that the Antares launch has been moved to mid-August.

In Re: Railroad Comments

The following report was presented:

In June 2016, BCR handled 292 carloads. 258 of these were at Little Creek with the top shippers being: 29 for Mid-Atlantic Transload (grit), 21 for Gordon Paper, 6 for Dynaric and 202 DCP (Gas Supply –Butane cars). Eastern Shore location handled the remaining 34 loads with the top shippers being: KMX Chemical 4 inbound cars and 1 outbound car, Coastline Chemical 2 inbound cars, Pep-Up Gas 4 inbound cars and 23 storage cars for Honeywell Agrium.

In Re: Approval of FY 2016 Audit Contract

Motion was made by Mr. Hart, seconded by Mr. LeMond, that the FY 2016 audit contract with Mitchell & Co., P.C., be approved as presented. All members were present and voted “yes.” The motion was unanimously passed.

In Re: Comments by Members

Mr. Hogg said that he had noticed that STAR Transit buses, as well as other vehicles, may sometimes have issues with the length of deceleration lanes at the Cape Charles Food Lion intersection. He wondered if a letter from the ANTDC to VDOT may have some beneficial effect. It was noted that Northampton County has requested a feasibility study of this intersection. STAR officials confirmed the issue and noted that they had adjusted their routes to accommodate this issue. Motion was made by Mr. Wolff, seconded by Mr. Hogg, that the VDOT Residency Administrator, Chris Isdell, be invited to the next meeting to present a progress report on this matter. All members were present and voted “yes.” The motion was unanimously passed.

Mr. Wolff said that Accomack County is planning an “Accomack Night” at the Salisbury ballpark in August and wondered if STAR Transit could assist with employee transportation to the event. Mr. Simms indicated that he will investigate and report back.

In Re: Adjourn

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