

**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, September 6, 2016 at 5:30 p.m.

Present:

Oliver H. Bennett, Chairman
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
William M. Moore, Jr., Canonie Atlantic Co.
George Proto, Mayor, Cape Charles
Chris Isdell, Residency Administrator, VDOT

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

Mr. Chris Isdell, Residency Administrator with the Virginia Department of Transportation, provided a status report to the Commission relative to the request that was submitted by the Northampton Board of Supervisors for a feasibility study to develop a new access road into the Food Lion shopping center near Cape Charles. Mr. Isdell reported that the request has been initially reviewed by the VDOT Central Office and comments have been submitted back to the consultant. The feasibility study will compare the cost of the access road to the recommendations contained in the recently-completed Route 13 Safety Study. These recommendations cover short-, mid-, and long-term countermeasures and cost estimates for Tier 1 = \$103,329; Tier 2 = \$27,258, and Tier 3 = \$1,069,864.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at August 31st of \$28,030.44.

In Re: Minutes of August 2, 2016

Motion was made by Mr. Hart, seconded by Mr. Wolff, that minutes of the meeting of August 2, 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
September 6, 2016**

Operations

- Meeting with Riverside Hospital on Aug. 30 to nail down bus shelter locations at their new facility.
- Talks are underway with Pembroke Realty Management Company of the Food Lion Shopping Center in Cape Charles for placement of a bus shelter.
 - The Town of Cape Charles contribution of \$500 helped make this possible.

- Cheriton Heritage Bay View Apts. also wants a shelter on their property.
 - In kind match of labor and/or materials is being considered as an option to accomplish this.

Facility

- Met with Don Bowling of A&N Electric located across the street from our facility regarding Accomack County's recent approval of funding for the extension of their sewer (& possible water) line behind Chesapeake Square in Onley and A&N's intention to have it service their complex located across the street from our facility.

Training

- Attended the Community Transit Association (CTAV) Expo in Virginia Beach the week of Aug 14.
 - Participated in many beneficial transit related classes, one being a 2 day Community Safety and Security Officer (CSSO) Certification program.
 - Funding for this was provided by the Federal /State Rural Transit Assistance Program (RTAP).

Marketing and Outreach

- Met with the Director Cape Charles Heritage Acres Apts.- a popular Red, Purple and Yellow route stop.
- STAR will be participating in the Kiptopeke Elementary Open House on Sept. 1
- Donated 50 passes (50¢ each) to Eastern Shore Migrant Worker Head Start Program in Cheriton.
- Meeting with Riverside Hospital on Sept. 7 to discuss how we can assist them in transporting their staff to/from their Nassawadox facility to the new Onley facility for training sessions during the transition period.

Transit Maintenance

- ***Preventive Maintenance Program***
 - Routine vehicle preventive maintenance is up to date.
- ***Buses Under Repair***
 - Bus 29 is out due to accident on July 22- is still awaiting the Insurance settlement for repairs.

Ridership Statistics

August 2016 – 8647	August 2015 - 7718
July 2016 - 7150	July 2015 - 7817
June 2016 - 7787	June 2015 - 7324

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Mr. Wolff thanked STAR Transit for its assistance in providing transportation for the recent Accomack County employee night at the ballpark.

STAR TRANSIT 2015-2016				JULY 30, 2016 20 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	\$45,757.81	\$54,096.41	-\$8,338.60	June	7,787	\$6.95	
July	\$69,389.98	\$55,285.18	\$14,104.80	July	7,150	\$7.73	
Aug.	\$0.00	\$0.00	\$0.00	Aug.	0	\$0.00	
Sept.	\$0.00	\$0.00	\$0.00	Sept.	0	\$0.00	
					71,144		
TOTAL	\$656,929.50	\$539,909.47	\$117,020.03	AVERAGE COST PER PASSENGER ->		\$7.59	
				AVERAGE PASSENGERS PER MONTH ->		7,114	
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	0.22	Dec.	\$1.29	June	\$1.50
Jan.	0.19	July	0.22	Jan.	\$1.51	July	\$1.68
Feb.	0.19	Aug.	0.00	Feb.	\$1.39	Aug.	\$0.00
Mar.	0.21	Sept.	0.00	Mar.	\$1.95	Sept.	\$0.00
AVERAGE MONTHLY PASSENGERS PER MILE				TOTAL		AVERAGE COST PER MILE	
			0.21			\$1.57	
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	\$37.83	Dec.	4.9	June	5.4
Jan.	\$37.54	July	\$42.53	Jan.	4.7	July	5.5
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							
	AVERAGE TOTAL HOURLY COST		\$39.18		AVERAGE PASSENGERS PER HOUR		5.2

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,604	220	5,594
Purple	1,519	220	5,540
Gold	1,036	110	2,812
Blue	996	110	2,816
Green	439	190	4,079
Chicoteague	1,000	230	7,120
Yellow	556	220	4,926
	<u>7,150</u>	<u>1,300</u>	<u>32,887</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	1,430	36,049
July	1,300	32,887
Aug.	0	0
Sept.	0	0
	<u>13,780</u>	<u>344,842</u>

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In Re: State's Comments

There were no comments submitted from the State.

In Re: Airport Update

Mr. Wolff reported that the rocket launch is scheduled for September 22nd, but may be delayed.

In Re: Railroad Comments

The following report was presented:

In August, BCR handled 275 carloads. 258 of these were at Little Creek with the top shippers being: 32 for Mid-Atlantic Transload (grit)
21 for Gordon Paper, and
200 handled for DCP Midstream (Butane - Storage).

Eastern Shore location handled the remaining 17 loads with the top shippers being:
Bayshore Concrete Products 4 inbound cars and 6 outbound cars,
Coastline Chemical 1 car
KMX Chemical 2 cars, and
Pep Up Gas 4 cars.

In Re: Adjourn

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