

**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 6, 2017 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:

Jeremy Latimer

Nonmembers present:

J. T. Holland, Bay Coast Railroad  
Alex Parry, Bay Coast Railroad  
John Maher, STAR Transit  
Bruce Simms, Virginia Regional Transit  
Phil Thompson, Virginia Regional Transit  
Charles Kolakowski, Northampton County Administrator

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. Hart.

In Re: Statements from the Public

There were no statements from the public. The Chairman recognized the new Northampton County Administrator, Charles Kolakowski, who assumed his duties on May 22, 2017.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at May 31st of \$26,764.29.

In Re: Minutes of May 2, 2017

Motion was made by Mr. Hart, seconded by Mr. Wolff, that minutes of the meeting of May 2, 2017 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 6, 2017**

**Operations**

- Mays Monthly Ridership 8069 eclipsed the prior highest May total of 7289 in 2013 by 780 rides.

**Human Resources**

- Two driver applicants are being processed.
- Docs In, Pocomoke Md. is now an additional DOT Drug and Alcohol testing facility for us.
  - This now gives us the ability to test after hours, holidays and weekends.

**Capital**

- New Ford 150 truck with four wheel drive and extended cab is now in service.

**Marketing and Outreach**

- Met with Accomack Senior Center ESCAAA rep. Betty Savage to discuss our current service we are providing their clients---everything was running smoothly with no negative feedback
- Met with the Director of Eastern Shore Regional Library, Cara Barton briefly on May 25.
  - Follow-up meeting planned for June 1 at 1030am to discuss their planned move to Parksley.
- Met with John Peterson, Director of Riverside Hospital to discuss problems we were encountering caused by unmarked bus stops on the hospital campus.
- Met with Tracey Holmes, Assistant Property Manager of Accomack Senior Village, a stop on our Blue/Gold route.
- Met with Riverside Cape Charles Medical Center staff, a stop on our Purple/red/Yellow routes.
- Met with the Director of Kiptopeke State Park, a stop on our Yellow route.

**Transit Maintenance**

- ***Preventive Maintenance Program***
  - Routine vehicle preventive maintenance is up to date.

**Monthly Ridership Statistics**

Apr. 2016	7105	Apr. 2017	7595	+	490	7% increase
May. 2016	6989	May. 2017	8069	+	1080	15% increase

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**APRIL 30, 2017 20 DAYS  
STAR TRANSIT 2016-2017**

Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	2016-17 Trips	Total Cost
<b>Oct.</b>	\$77,826.84	\$76,661.37	\$1,165.47	<b>Oct.</b>	7,913	\$9.69
<b>Nov.</b>	\$74,906.47	\$74,713.80	\$192.67	<b>Nov.</b>	7,708	\$9.69
<b>Dec.</b>	\$68,508.89	\$60,835.98	\$7,672.91	<b>Dec.</b>	7,539	\$8.07
<b>Jan.</b>	\$63,174.13	\$48,050.64	\$15,123.49	<b>Jan.</b>	7,491	\$6.41
<b>Feb.</b>	\$61,838.63	\$48,415.25	\$13,423.38	<b>Feb.</b>	8,135	\$5.95

<b>Mar.</b>	\$76,994.85	\$72,724.09	\$4,270.76	<b>Mar.</b>	8,616	\$8.44
<b>Apr.</b>	\$62,973.03	\$52,086.35	\$10,886.68	<b>Apr.</b>	7,595	\$6.86
<b>May</b>		\$0.00		<b>May</b>		
<b>June</b>		\$0.00		<b>June</b>		
<b>July</b>		\$0.00		<b>July</b>		
<b>Aug.</b>		\$0.00		<b>Aug.</b>		
<b>Sept.</b>		\$0.00		<b>Sept.</b>		
<b>54,997</b>						
<b>TOTAL</b>	<b>\$486,222.84</b>	<b>\$433,487.48</b>	<b>\$52,735.36</b>	<b>AVERAGE COST PER PASSENGER -</b>		<b>\$7.88</b>

**AVERAGE PASSENGERS PER MONTH ->**

**Passengers per Mile**

<b>Oct.</b>	0.23	<b>April</b>	0.23
<b>Nov.</b>	0.22	<b>May</b>	
<b>Dec.</b>	0.23	<b>June</b>	
<b>Jan.</b>	0.23	<b>July</b>	
<b>Feb.</b>	0.24	<b>Aug.</b>	
<b>Mar.</b>	0.22	<b>Sept.</b>	

**TOTAL**

**AVERAGE MONTHLY PASSENGERS PER MILE**      **0.23**

**Hourly Cost**

<b>Oct</b>	\$56.08	<b>April</b>	\$40.07
<b>Nov.</b>	\$54.66	<b>May</b>	
<b>Dec.</b>	\$44.57	<b>June</b>	
<b>Jan.</b>	\$36.96	<b>July</b>	
<b>Feb.</b>	\$37.24	<b>Aug</b>	
<b>March</b>	\$48.64	<b>Sept</b>	

**TOTAL**

**AVERAGE TOTAL HOURLY COST**      **\$45.66**

**7,857**

**Cost per Mile**

<b>Oct.</b>	\$2.22	<b>April</b>	\$1.57
<b>Nov.</b>	\$2.16	<b>May</b>	
<b>Dec.</b>	\$1.82	<b>June</b>	
<b>Jan.</b>	\$1.49	<b>July</b>	
<b>Feb.</b>	\$1.45	<b>Aug.</b>	
<b>Mar.</b>	\$1.88	<b>Sept.</b>	

**AVERAGE COST PER MILE**      **\$1.80**

**Passengers per Hour**

<b>Oct</b>	5.8	<b>April</b>	5.8
<b>Nov.</b>	5.6	<b>May</b>	
<b>Dec.</b>	5.5	<b>June</b>	
<b>Jan.</b>	5.8	<b>July</b>	
<b>Feb.</b>	6.3	<b>Aug</b>	
<b>March</b>	5.8	<b>Sept.</b>	

**AVERAGE PASSENGERS PER HOUR**      **5.8**

**Route Location**

**Passenger Totals**

**Operating Hours**

**Mileage**

Red	1,775	220	5,595
Purple	1,638	220	5,361
Gold	956	110	2,964
Blue	1,057	110	2,889
Green	501	190	4,435
Chincoteague	1,018	230	7,048
Yellow	650	230	4,822
<b>7,595</b>	<b>1,310</b>		<b>33,114</b>

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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 ribbon-cutting ceremony for the new drone runway on the north side of the island was held last week. .

In Re: Railroad Comments

The following report was presented:

In May, we handled 426 carloads. Four hundred two of these were at Little Creek with:

19 for Mid-Atlantic Transload (grit),  
17 for Gordon Paper,  
4 for Dynaric, and  
362 handled for DCP Midstream (Butane).

The other 24 carloads were on Eastern Shore locations with:

8 cars for Coastline Chemical,  
8 cars for Pep Up Gas,  
4 cars for Bayshore Concrete,  
2 cars for Helena Chemical, and  
2 cars for KMX Chemical.

In Re: New July Meeting Date

Motion was made by Mr. Hart, seconded by Mr. LeMond, that the regular July meeting date will be moved from Tuesday, July 4<sup>th</sup>, to Wednesday, July 5<sup>th</sup>. All members were present and voted “yes.” The motion was unanimously passed.

In Re: Adjourn

Motion was made Mr. Hart, 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.