

**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, 2017 at 5:30 p.m.

Present:

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

Absent:

Granville F. Hogg, Jr.

Ex-Officio member absent:

Steven Hennessee

Nonmembers present:

J. T. Holland, Bay Coast Railroad
Joyce Collins, Bay Coast Railroad
John Maher, STAR Transit
Phil Thompson, 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 Ms. Major.

In Re: Statements from the Public

There were no statements from the public.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at June 30 of \$33,037.71.

In Re: Minutes of June 6, 2017

Motion was made by Mr. Hart, seconded by Ms. Major, that minutes of the meeting of June 6, 2017 be approved. All members were present with the exception of Mr. Hogg and voted "yes". Motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
July 5, 2017**

Operations

- June ridership results reflect a 5.6% increase compared to last year.
- A feasibility study of the Yellow route to include Pat Town and Cheriton Cross Rd. is underway.
- The Horntown Survey had 85 responders - 31 (36%) were from Trails End Campground.
 - Did an initial visit to Horntown, New Church & Trails End to get a feel for a possible new route or Silver/Orange route deviation.
 - A follow up meeting with Trails End owner Shirley Sullivan is being planned.

Human Resources

- STAR Transit has received 3 more driver applications following a very successful media advertising blitz.
- STAR Transit driver Norah McCutcheon has verbally accepted the position of Assistant Operations Supervisor II.

Capital

- We have received two estimates for the installation of a bus stop shelter at Cape Charles Shopping Center.
- Sealcoating and remarking the STAR Transit parking area is scheduled to begin the second week in July.

Marketing and Outreach

- Met with the Shelley Strain, the Director of Eastern Shore Coalition Against Domestic Violence, whose clients regularly utilize STAR Transit.
- As a an investment in our community to educate younger generations how to use public transit the following efforts have been made:
 - On June 8, we provided a free round trip ride for 20 Onley Preschool students and staff to Onancock on the Blue/Gold Routes.
 - On July 18, at the request of the United States Department of Fish and Wildlife, we will be providing free transportation on the Yellow route for 40 Head Start summer students and staff from Cheriton to the USFW park visitor center for a one day class on Monarch Butterflies.
- Director of ESAAA, Dianne Musso, following approval from the Board, is ready to begin a partnership with Star Transit.
- STAR Management met with the managers of Food Lion Cape Charles & Wattsville Corner Mart. Both are stops on the Silver & Orange routes.

Transit Maintenance

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

Monthly Ridership Statistics

June 2016 7787

June 2017

8228

STAR TRANSIT 2016-2017				MAY 30, 2017 22 DAYS			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Passengers			
				Month	2016-17 Trips	Total Cost	
Oct.	\$77,828.84	\$78,681.37	\$1,185.47	Oct.	7,913	\$6.89	
Nov.	\$74,906.47	\$74,713.80	\$192.67	Nov.	7,708	\$8.89	
Dec.	\$88,508.89	\$89,835.86	\$7,672.81	Dec.	7,538	\$8.07	
Jan.	\$83,174.13	\$85,050.64	\$18,123.48	Jan.	7,491	\$6.41	
Feb.	\$61,538.63	\$46,415.25	\$13,423.38	Feb.	8,135	\$3.96	
Mar.	\$79,994.05	\$72,724.38	\$4,270.76	Mar.	9,816	\$8.44	
Apr.	\$82,973.03	\$52,088.35	\$12,888.68	Apr.	7,595	\$6.66	
May	\$84,196.30	\$52,239.21	\$11,657.08	May	8,868	\$6.47	
June			\$3.00	June			
July			\$3.00	July			
Aug.			\$3.00	Aug.			
Sept.			\$1.00	Sept.			
TOTAL	\$550,519.14	3485,726.89	\$84,592.45		63,365		
				AVERAGE COST PER PASSENGER ->		\$7.70	
				AVERAGE PASSENGERS PER MONTH ->		7,883	
Passengers per Mile				Cost per Mile			
Oct.	0.25	April	0.23	Oct.	\$2.22	April	\$1.57
Nov.	0.22	May	0.22	Nov.	\$2.16	May	\$1.42
Dec.	0.23	June		Dec.	\$1.82	June	
Jan.	0.23	July		Jan.	\$1.49	July	
Feb.	0.24	Aug.		Feb.	\$1.47	Aug.	
Mar.	0.22	Sept.		Mar.	\$1.68	Sept.	
				TOTAL			
AVERAGE MONTHLY PASSENGERS PER MILE			0.23	AVERAGE COST PER MILE		\$1.76	
Hourly Cost				Passengers per Hour			
Oct.	\$58.08	April	\$43.07	Oct.	5.8	April	5.8
Nov.	\$54.66	May	\$56.53	Nov.	5.6	May	6.3
Dec.	\$44.57	June		Dec.	3.6	June	
Jan.	\$36.96	July		Jan.	5.8	July	
Feb.	\$27.24	Aug.		Feb.	6.3	Aug.	
March	\$46.64	Sept.		March	5.8	Sept.	
TOTAL							
AVERAGE TOTAL HOURLY COST			\$44.48	AVERAGE PASSENGERS PER HOUR		5.8	
Route Location	Passenger Totals	Operating Hours	Mileage				
Red	1,827	247	6,144				
Purple	1,620	242	6,526				
Gold	1,032	121	3,137				
Blue	1,046	121	3,195				
Green	668	209	4,962				
Chicagoans	1,099	253	7,321				
Yellow	1,177	242	5,434				
	8,068	1,430	36,719				

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In Re: Closed Session

Motion was made by Ms. Major, 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 ANTDC regarding specific legal matters requiring the provision of legal advice by such counsel.

(DEQ Consent Order)

All members were present with the exception of Mr. Hogg and voted “yes.” The motion was unanimously passed.

After Closed Session, the Chairman reconvened the meeting and said that the Commission 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 reported that the tentative launch for the Antares rocket is September 12th.

In Re: Railroad Comments

The following report was presented:

In June, BCR handled 333 carloads:

316 of these were at Little Creek with:

36 for Mid-Atlantic Transload (grit),
21 for Gordon Paper,
6 for Dynaric and
253 handled for DCP Midstream (Butane).

The other 17 carloads were on Eastern Shore locations with:

- 9 cars for Coastline Chemical,
- 3 cars for Pep Up Gas,
- 3 cars for Bayshore Concrete (Hi-Wide loads outbound), and
- 2 cars for KMX Chemical.

Mr. Bennett asked that the Machipongo crossing be reviewed relative to its condition and Mr. Hart asked that the Parksley crossings be also checked.

In Re: Adjourn

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