

**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, October 3, 2017 at 5:30 p.m.

Present:

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

Absent:

Ron Wolff

Ex-Officio member present:

Steven Hennessee

Nonmembers present:

Alex Parry, Bay Coast Railroad  
John Maher, STAR Transit  
Bruce Simms, Virginia Regional 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 September 30th of \$31,703.52.

In Re: Minutes of September 5, 2017

Motion was made by Mr. Hart, seconded by Ms. Major, that minutes of the meeting of September 5, 2017 be approved. All members were present with the exception of Mr. Wolff and voted "yes". Motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report  
Oct. 3, 2017**

**Operations**

- Pat Town / Cheriton modification to the STAR Transit Yellow route has been implemented.
- Quarterly driver performance evaluations are underway including post-evaluation reviews with management.
- One new bus ad has been placed on the STAR Transit bus service.
- Star Management met with Chincoteague Trails End Property Manager Beverley Sullivan and staff to discuss Horntown resident interest in public transit.

**Human Resources**

- 3 of 4 new team members are fully trained and operating routes safely and effectively under the direction of STAR Management.

- STAR Management continues to focus on cross training drivers on all STAR routes for full utilization of talent where needed.

### **Capital**

- The STAR Facility IFB has been awarded to a local painting contractor. This service will be paid for using STAR operating funds.
- Two bus shelters to be installed at Four Corners Plaza in Onley Va. are being provided to us by VRT. Meetings continue with the property management staff of Four Corners Plaza to determine the final placement for these 2 bus shelters. The cost incurred by the Four Corners Plaza for construction of the shelters will be identified as “in-kind match” as required by DRPT for such installations.
- STAR Management met with Oak Hall T’s Corner Exxon owner Rodney Mears about future placement of a bus shelter on this property.

### **Marketing and Outreach**

- The Cheriton Migrant Worker Head Start trip to Kiptopeke State Park Sept. 26 was postponed due to inclement weather.
- STAR Management met with the staff of Community Partner No limits to discuss the closing of the Riversides Hospital / Shore Nursing & Rehab Facility in Parksley Va. as well as the effects this may have on STAR ridership.
- On Sept. 27 STAR Management attended the “Meet the New Dean” ESCC Event as they introduce to the community, Dean of Workforce Development Services, Thomas E. Johnson III.
- ESAAA Onancock Accomack Senior Center Manager Katherine Moore continues to provide positive feedback regarding the transportation services STAR Transit provides to the center via the “Green” demand response route.

*Mr. Thompson also mentioned there are discussions being held with ESAAA regarding the Hare Valley Senior Service Center regarding opportunities to serve that site. He will be making a future presentation to the Northampton Board of Supervisors with regard to additional costs to be incurred by Northampton if this new route is implemented.*

### **Transit Maintenance**

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

### **Monthly Ridership Statistics**

August 2016 8647  
 September 2016 7718

August 2017 8089 - 6.4%  
 September 2017 7527

**August 30, 2017 23 DAYS**

**STAR TRANSIT 2016-2017**

STAR TRANSIT 2016-2017				Passengers		
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	2016-17 Trips	Total Cost
Oct.	\$77,826.84	\$76,661.37	\$1,165.47	Oct.	7,913	\$9.69
Nov.	\$74,906.47	\$74,713.80	\$192.67	Nov.	7,708	\$9.69
Dec.	\$68,508.89	\$60,835.98	\$7,672.91	Dec.	7,539	\$8.07
Jan.	\$63,174.13	\$48,050.64	\$15,123.49	Jan.	7,491	\$6.41
Feb.	\$61,838.63	\$48,415.25	\$13,423.38	Feb.	8,135	\$5.95
Mar.	\$76,994.85	\$72,724.09	\$4,270.76	Mar.	8,616	\$8.44
Apr.	\$62,973.03	\$52,086.35	\$10,886.68	Apr.	7,595	\$6.86
May	\$64,096.30	\$52,239.21	\$11,857.09	May	8,069	\$6.47
June	\$62,349.88	\$49,174.96	\$13,174.92	June	8,228	\$5.98
July	\$64,587.51	\$52,181.68	\$12,405.83	July	6,877	\$7.59
Aug.	\$76,417.79	\$78,834.38	-\$2,416.59	Aug.	8,089	\$9.75
Sept.			\$0.00	Sept.		
<b>TOTAL</b>	<b>\$753,674.32</b>	<b>\$665,917.71</b>	<b>\$87,756.61</b>		<b>86,260</b>	
				<b>AVERAGE COST PER PASSENGER -&gt;</b>		<b>\$7.72</b>
				<b>AVERAGE PASSENGERS PER MONTH -&gt;</b>		<b>7,842</b>

Passengers per Mile				Cost per Mile			
Oct.	0.23	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	0.23	Dec.	\$1.82	June	\$1.38
Jan.	0.23	July	0.21	Jan.	\$1.49	July	\$1.60
Feb.	0.24	Aug.	0.22	Feb.	\$1.45	Aug.	\$2.13
Mar.	0.22	Sept.		Mar.	\$1.88	Sept.	
<b>TOTAL</b>				<b>TOTAL</b>			
<b>AVERAGE MONTHLY PASSENGERS PER MILE</b>			<b>0.23</b>	<b>AVERAGE COST PER MILE</b>			<b>\$1.74</b>

Hourly Cost				Passengers per Hour			
Oct	\$56.08	April	\$40.07	Oct	5.8	April	5.8
Nov.	\$54.66	May	\$36.53	Nov.	5.6	May	5.6
Dec.	\$44.57	June	\$34.39	Dec.	5.5	June	5.8
Jan.	\$36.96	July	\$40.14	Jan.	5.8	July	5.3
Feb.	\$37.24	Aug	\$52.73	Feb.	6.3	Aug	5.4
March	\$48.64	Sept		March	5.8	Sept.	
<b>TOTAL</b>				<b>TOTAL</b>			
<b>AVERAGE TOTAL HOURLY COST</b>			<b>\$43.96</b>	<b>AVERAGE PASSENGERS PER HOUR</b>			<b>5.7</b>

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,658	253	6,391
Purple	1,743	253	6,167
Gold	1,091	127	3,392
Blue	1,209	127	3,396
Green	426	219	3,828
Chincoteague	1,138	265	8,021
Yellow	824	253	5,782
	<u>8,089</u>	<u>1,497</u>	<u>36,977</u>

Month	Hrs. of Oper.	Mileage
Oct.	1,367	34,578
Nov.	1,367	34,631
Dec.	1,365	33,450
Jan.	1,300	32,343
Feb.	1,300	33,373
Mar.	1,495	38,774
Apr.	1,300	33,114
May	1,430	36,719
June	1,430	35,527
July	1,300	32,629
Aug.	1,495	36,977
Sept.		
	<u>15,149</u>	<u>382,115</u>

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In Re: State's Comments

Mr. Hennessee said that he was working with STAR Transit to execute the grant agreements relative to the purchase of additional vehicles.

In Re: Airport Update

There was no airport report.

In Re: Railroad Comments

The following report was presented:

In September, Bay Coast Railroad handled 398 carloads.

Three hundred sixty-six (366) of these were at Little Creek with the top shippers being:

3 for Dynaric,  
23 for Mid-Atlantic Transload (grit),  
16 for Gordon Paper, and  
324 handled for DCP Midstream (Butane - Storage).

Eastern Shore location handled the remaining 32 loads with the top shippers being:

Bayshore Concrete Products 4 inbound cars, 12 outbound cars,  
Coastline Chemical 11 cars,  
KMX Chemical 2 cars, and  
Pep-Up Gas 3 Cars.

Mr. Parry also noted that he has met with State officials regarding how the barge can be better utilized.

In Re: Change November Meeting Date

Motion was made by Mr. Hart, seconded by Ms. Major, that the regular meeting date in November be changed from Tuesday, November 7, 2017, to Monday, November 6, 2017, due to the conflict with Election Day. All members were present with the exception of Mr. Wolff and voted "yes." The motion was unanimously passed.

In Re: Adjourn

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