

**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, December 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  
Granville F. Hogg, Jr.

Ex-Officio member present:

Steven Hennessee

Nonmembers present:

Alex Parry, Bay Coast Railroad  
J. T. Holland, Bay Coast Railroad  
Joyce Collins, Bay Coast Railroad  
John Maher, STAR Transit  
Phil Thompson, Virginia Regional Transit  
Bruce Simms, Virginia Regional Transit  
Barbara Schwenk, A-N Planning District Commission

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

Ms. Barbara Schwenk of the Accomack-Northampton Planning District Commission addressed the commission with regard to the planned expansion of the existing bike trail in the southern part of Northampton County. The ANPDC is applying for grant funds to expand the route from Capeville Drive to near Cape Charles and was requesting input from the ANTDC as the proposed path would require an at-grade crossing east of the existing Route 13 crossing of the railroad.

Mr. Hogg distributed several maps showing the proposed bike trail path near the Route 13 traffic light as well as historic VDOT drawings of Route 13.

Mr. Hart questioned why the bike trail could not be brought into Cape Charles via the Corner Mart/Rittenhouse Lodge intersection rather than traverse the already-dangerous traffic light intersection.

Mr. LeMond and Mr. Alex Parry of Bay Coast Railroad both expressed concern regarding liability on the part of the railroad for bicycles and pedestrian traffic.

In conclusion, it was the Commission's view that while expansion of the bike trail was a good idea, the planned location of the railroad crossing should be seriously questioned.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at November 30th of \$35,085.32.

In Re: Minutes of November 6, 2017

Motion was made by Mr. Hart, seconded by Mr. LeMond, that minutes of the meeting of November 6, 2017 be approved. All members were present and voted "yes", with the exception of Mr. Hogg who abstained due to his absence from the meeting. The motion was passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report  
Dec. 5, 2017**

## **Operations**

- During the 2017 Fiscal Year, Star Transit provided 16,900 hrs of service and 93,787 rides to the residents and guests of the Eastern Shore while driving 415,000 miles.
  - Star's Management Company, Virginia Regional Transit in appreciation of these efforts of the Star Management and Staff and in recognition this outstanding Fiscal year is providing every employee a "DriDuck" brand uniform jacket.

## **Human Resources**

- Virginia Regional Transit's Finance Manager and representatives from Mitchell & Company toured the STAR Facility on Tuesday, November 14<sup>th</sup>, auditing operations and riding routes.

## **Training**

- Defensive Driver Training, Star Facility, Wed. Dec. 6.

## **Capital**

- Three of the retired buses - 27, 28, 29 and 31- have been listed for auction at *publicsurplus.com*.
- The Management team met with Anne Dize, Four Corners Plaza Property Manager on Nov. 17 to discuss the installation of the 2 bus shelters that arrived last week.

## **Marketing and Outreach**

- Star Management met with Nancy Stern, CEO of the Eastern Rural Health System, Inc, a major Star customer with all 5 of their Shore health facilities listed as stops on our fixed routes. Mrs. Stern expressed her thanks to Star in helping ESRH address the economic, social and health care needs of the community.
- An important goal of the Star Outreach program is to provide free travel training to organizations that request it. As a follow up to a Star Management meeting with Eastern Shore Community Services Board Supervisor Amanda Wessells, we will be training their Parksley Achiever Clubhouse members on Dec. 5.

- Star Management will be assisting once again in the annual Rotary/ARC (Association of Retarded Citizens) Christmas Party at the Exmore CSB facility on Friday, Dec. 1<sup>st</sup> at 12 noon.
- VRT Management presented a demand response expansion opportunity to the Northampton County Board of Supervisors Tuesday November 21<sup>st</sup>. The Board voted to move forward with an expansion route budget request to both DRPT and Northampton County for FY19 budget consideration.

*Motion was made by Mr. Hart, seconded by Ms. Major, that the Commission approve the proposed new route and authorize its inclusion in the Transportation Development Plan. All members were present and voted "yes." The motion was unanimously passed.*

*Mr. Thompson then addressed the Commission in regards to driver retention. In light of the positive conclusion of the last fiscal year, he was proposing a 3% salary increase for operators as well as a \$500 retention incentive (to be delivered as a Christmas bonus). The majority of the drivers' hourly wages will increase from \$10.40 per hour to \$10.71. This represents a total cost of approximately \$6,800.00. Motion was made by Mr. Hart, seconded by Mr. LeMond, that the salary adjustments be approved as proposed. All members were present and voted "yes." The motion was unanimously passed. Mr. Thompson also noted that as there is currently no pay scale established for STAR Transit, Virginia Regional Transit will be working on a pay scale for implementation next year.*

**Transit Maintenance**

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

**Monthly Ridership Statistics**

**October 2016 7913**  
**November 2016 7708**

**October 2017 8102 +189 2.4% increase**  
**November 2017 Pending**

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<b>STAR TRANSIT 2016-2017</b>				<b>October 31, 2017 22 DAYS</b>				
					<b>Passengers</b>			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	2017-18	2016-17 Trips	Total Cost	

Oct.	\$60,835.88	\$48,871.00	\$11,964.88	Oct.	8102	7,913	\$6.03
Nov.			\$0.00	Nov.		7,708	\$0.00
Dec.			\$0.00	Dec.		7,539	\$0.00
Jan.			\$0.00	Jan.		7,491	\$0.00
Feb.			\$0.00	Feb.		8,135	\$0.00
Mar.			\$0.00	Mar.		8,616	\$0.00
Apr.			\$0.00	Apr.		7,595	\$0.00
May			\$0.00	May		8,069	\$0.00
June			\$0.00	June		8,228	\$0.00
July			\$0.00	July		6,877	\$0.00
Aug.			\$0.00	Aug.		8,089	\$0.00
Sept.			\$0.00	Sept.		7,527	\$0.00
<b>TOTAL</b>	<b>\$60,835.88</b>	<b>\$48,871.00</b>	<b>\$11,964.88</b>		<b>8102</b>	<b>93,787</b>	
				<b>AVERAGE COST PER PASSENGER -&gt;</b>			<b>\$6.03</b>
				<b>AVERAGE PASSENGERS PER MONTH -&gt;</b>			<b>8,102</b>

Passengers per Mile				Cost per Mile			
Oct.	0.22	April		Oct.	\$1.34	April	
Nov.		May		Nov.		May	
Dec.		June		Dec.		June	
Jan.		July		Jan.		July	
Feb.		Aug.		Feb.		Aug.	
Mar.		Sept.		Mar.		Sept.	
				<b>TOTAL</b>			
<b>AVERAGE MONTHLY PASSENGERS PER MILE</b>			<b>0.22</b>	<b>AVERAGE COST PER MILE</b>			<b>\$1.34</b>

Hourly Cost				Passengers per Hour			
Oct	\$34.18	April		Oct	5.7	April	
Nov.		May		Nov.		May	
Dec.		June		Dec.		June	
Jan.		July		Jan.		July	
Feb.		Aug		Feb.		Aug	
March		Sept		March		Sept.	
<b>TOTAL</b>							
<b>AVERAGE TOTAL HOURLY COST</b>			<b>\$34.18</b>	<b>AVERAGE PASSENGERS PER HOUR</b>			<b>5.7</b>

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,886	242	6,139
Purple	1,748	242	6,036
Gold	1,142	121	3,145
Blue	965	121	3,156
Green	581	209	4,840
Chicoteague	1,041	253	7,767
Yellow	739	242	5,393
	<b>8,102</b>	<b>1,430</b>	<b>36,476</b>

Month	Hrs. of Oper.	Mileage
Oct.	1,430	36,476
Nov.		
Dec.		
Jan.		
Feb.		
Mar.		
Apr.		
May		
June		
July		
Aug.		
Sept.		
	_____	_____
	1,430	36,476

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In Re: State's Comments

There was no report from the State.

In Re: Airport Update

Mr. Wolff said that the late November Antares launch was very successful with very little disturbance to the pad. The next event is scheduled for March.

In Re: Railroad Comments

The following report was presented:

In November, Bay Coast Railroad handled 80 carloads. Fifty-one (51) of these were at Little Creek with the top shippers being:

- 8 for Dynaric,
- 30 for Mid-Atlantic Transload (grit)
- 13 for Gordon Paper.

Eastern Shore location handled the remaining 29 loads with the top shippers being:

- Coastline Chemical 6 cars,
- KMX Chemical 5 cars

Pep Up Gas 4 Cars,  
Sharp Gas 2 cars, and  
12 outbound loads from Bayshore Concrete.

In Re: Change January Meeting Date

Due to the State holiday declared on Tuesday, January 2, 2018, motion was made by Mr. Hart, seconded by Ms. Major, that the January meeting be held on Monday, January 8<sup>th</sup>. All members were present and voted “yes.” The motion was unanimously passed.

In Re: Resolutions of Appreciation

Motion was made by Mr. Hart, seconded by Mr. Wolff, that the following Resolutions be adopted in recognition of Mr. Granville F. Hogg, Jr. and Mr. Larry LeMond, whose Supervisor terms will be expiring December 31, 2017. All members were present and voted “yes.” The motion was unanimously passed.

**RESOLUTION**

WHEREAS, Mr. Granville F. Hogg, Jr. has served the Accomack-Northampton Transportation District Commission since January, 2014; and

WHEREAS, Mr. Hogg is retiring from service on the Northampton County Board of Supervisors; and

WHEREAS, Mr. Hogg has acted and does continue to act with honor and distinction during the entire tenure of his service; and

WHEREAS, Mr. Hogg has provided guidance and support to the Accomack-Northampton Transportation District Commission, Canonie Atlantic Co., Eastern Shore Railroad, Inc., and Bay Coast Railroad, Inc. over the past four years and has dedicated much time and energy to the preservation and improvement of rail service on the Eastern Shore of Virginia in order that the states of Virginia, Maryland, and Delaware might be economically strengthened.

NOW, THEREFORE, BE IT RESOLVED, that the Accomack-Northampton Transportation District Commission does hereby recognize and applaud the long-time, faithful and outstanding service by Mr. Granville F. Hogg, Jr., during his tenure of service and furthermore does hereby extend its best wishes to him and his family for their future success and happiness.

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**RESOLUTION**

WHEREAS, Mr. Larry E. LeMond has served the Accomack-Northampton Transportation District Commission since September 2015; and

WHEREAS, Mr. LeMond is retiring from service on the Northampton County Board of Supervisors; and

WHEREAS, Mr. LeMond has acted and does continue to act with honor and distinction during the entire tenure of his service; and

WHEREAS, Mr. LeMond has provided guidance and support to the Accomack-Northampton Transportation District Commission, Canonic Atlantic Co., Eastern Shore Railroad, Inc., and Bay Coast Railroad, Inc., and has dedicated much time and energy to the preservation and improvement of rail service on the Eastern Shore of Virginia in order that the states of Virginia, Maryland, and Delaware might be economically strengthened.

NOW, THEREFORE, BE IT RESOLVED, that the Accomack-Northampton Transportation District Commission does hereby recognize and applaud the long-time, faithful and outstanding service by Mr. Larry E. LeMond during his tenure of service and furthermore does hereby extend its best wishes to him and his family for their future success and happiness.

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In Re: Adjourn

Motion was made Mr. Mr. Wolff, 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.