

**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 5, 2018 at 5:30 p.m.

Present:

Donald L. Hart, Jr., Chairman
John R. Coker, Vice Chairman
C. Reneta Major, Secretary-Treasurer
Ron Wolff
H. Spencer Murray
Dave Fauber

Ex-Officio member present:

Linda Balderson

Nonmembers present:

Bruce Simms, Virginia Regional Transit
William Moore, Transit Manager, STAR Transit
Phil Thompson, Virginia Regional Transit
Paul Muhly, Canonie Atlantic Co.
Mark Rosner, Carload Express
Jeremy Latimer, Va. Dept. of Rail & Public Transportation
Oliver Bennett, Canonie Atlantic Co.
Curt Smith, A-N PDC

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

The Chairman recognized Mr. Curt Smith of the Accomack-Northampton Planning District Commission, who asked if there was any further input relative to the bike trail. As noted several months ago by Mrs. Barbara Schwenk, the A-NPDC is conducting the feasibility study for the third phase of the trail. A consultant is developing preliminary engineering design for the various options.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at May 31st of \$9,676.86. In accordance with authority provided earlier, the ANTDC will again issue payment for the next month's coverage for Directors & Officers insurance on behalf of the Canonie Atlantic Board of Directors. Also, motion was made by Mr. Murray, seconded by Mr. Wolff, that that ANTDC ratify the issuance of a \$20,000 advance to Canonie Atlantic, made on May 16th as a result of the May 14th request from the CAC Board of Directors. All members were present and voted "yes." The motion was unanimously passed.

In Re: Minutes of May 1, 2018

Motion was made by Mr. Murray, seconded by Mr. Wolff, that minutes of the meeting of May 1, 2018 be approved. All members were present and voted "yes". The motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
June 5th, 2018**

Operations

- The proposed Northampton County Demand Response expansion questionnaires are in. With **442** surveys on hand as of 5/25/2018, **235** households surveyed would use the service with 385 passengers in the households, for the possibility of 556 - 887 trips per week.
- STAR Transit's management team has finished a system wide evaluation of all current routes provided and a draft route schedule and map for the consideration of the Board. The draft map and schedule creates a more user friendly document and

efficient connections for our riders. This proposal does not add any additional routes or route hours, provides streamlined connections, reduces “layovers” and provides safety focused approaches to bus stop locations.

- STAR Transit is evaluating the necessary operational requirements for a possible route addition in North Accomack County to include the unserved areas of Horntown and New Church. A possible route would cover approximately 320 miles daily and could operate 9 hours daily. Initial evaluations have indicated a bus could perform 4 round trips daily to the areas of Chincoteague, Wallops, Fleming Rd., Horntown, town of New Church, Withams, Greta Rd., Atlantic, Knotts Landing Rd. & Oak Hall with connections to the Silver / Orange routes at Oak Hall Food Lion.

Staff was instructed to proceed with planning for this addition.

- Virginia Regional Transit’s Information and Technology Administrator has provided over 45 hours of support to STAR Transit over the past 2 months to upgrade and repair bus video camera systems, install a video training area for operators, assist with mapping of routes and to evaluate dispatch and operator connectivity.

Human Resources

- STAR Transit has one new hire in training at this time.
- STAR Transit is recruiting for one additional driver at this time.

Training

- STAR Transit will have a June training will consist of: Drug / Alcohol film with question and answer period.
- Reviewing STAR Transit’s Procedural guides.

Marketing and Outreach

- Staff continues to focus on route performance and possible enhancements to streamline service.
- Transit Manager Bill Moore attended a TTAC meeting held in Eastville for STAR Transit.
- A MOC Random Drug / Alcohol inspection with Onley Medical Ctr. (49 CFR part 382) DOT regulation.

AVERAGE MONTHLY PASSENGERS PER MILE		0.21	TOTAL	AVERAGE COST PER MILE		\$1.72	
Hourly Cost			Passengers per Hour				
Oct	\$34.18	April	\$37.84	Oct	5.7	April	5.4
Nov.	\$41.89	May		Nov.	5.3	May	
Dec.	\$52.30	June		Dec.	1 5.0	June	
Jan.	\$57.01	July		Jan.	1 4.7	July	
Feb.	\$42.84	Aug		Feb.	5.3	Aug	
March	\$36.60	Sept		March	5.0	Sept.	
TOTAL			TOTAL				
AVERAGE TOTAL HOURLY COST			\$42.94	AVERAGE PASSENGERS PER HOUR		5.2	

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,535	231	6,085
Purple	1,582	231	5,773
Gold	944	116	2,993
Blue	1,019	116	2,994
Green	485	200	3,987
Chincoteague	1,084	242	7,396
Yellow	696	231	5,273
	<u>7,345</u>	<u>1,367</u>	<u>34,501</u>

Month	Hrs. of Oper.	Mileage
Oct.	1,430	36,476
Nov.	1,365	34,250
Dec.	1,300	31,416
Jan.	1,279	30,461
Feb.	1,300	32,876
Mar.	1,430	36,218
Apr.	1,365	34,501
May		
June		
July		
Aug.		
Sept.		
	<u>9,469</u>	<u>236,198</u>

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Motion was made by Ms. Major, seconded by Mr. Murray, that the STAR Transit Drug and Alcohol Policy be approved as presented and effective June 5, 2018. All members were present and voted "yes." The motion was unanimously passed.

Mr. Moore distributed the draft new scheduling pamphlet and requested the Commission's review of same. Action is anticipated at the July meeting.

In Re: State's Comments

Ms. Balderson said that the State continued to be very pleased with the swift progress being made on securing new rail operators and complimented the Commission members on the great strides being made.

In Re: Melfa Airport Update

Mr. Hart had no report from the Melfa Airport.

In Re: Wallops Update

Mr. Wolff stated that the recent launch was "spectacular". The next launch is planned for October.

In Re: Railroad Comments

In May, Bay Coast Railroad handled 61 carloads. Fifty-two (52) of these were at Little Creek with the top shippers being:

45 for Mid-Atlantic Transload (grit),
4 Gordon Paper and
3 for Dynaric.

Eastern Shore location handled the remaining 9 cars:

KMX Chemical 5 cars,
Pep Up 3 cars and
Coastline Chemical 1 car.

In Re: Recess/Adjourn

Motion was made Ms. Major, seconded by Mr. Wolff, that the meeting be recessed until after the meeting of the Canonic Atlantic Co. Board of Directors. All members were present and voted "yes". The motion was unanimously passed. The meeting was recessed.

Following the Canonic Atlantic Co. meeting, the meeting was reconvened by the Vice Chairman at 7:40 p.m. Motion was made by Mr. Wolff, seconded by Ms. Major, that the meeting be adjourned. All members were present and voted "yes." The motion was unanimously passed. The meeting was adjourned.