

**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, Melfa, Virginia, on Tuesday, December 1, 2009 at 5:30 p.m.

Present:

E. Philip McCaleb, Vice Chairman
Steve Mallette, Secretary-Treasurer
Jeffrey K. Walker
Laurence J. Trala

Absent:

Richard B. Tankard, Chairman
Ron Wolff

Ex-Officio member present:

Kevin Page

Nonmembers present:

Michael J. Socha, Virginia Regional Transit
Dave Morgan, Virginia Regional Transit
Mark McGregor, Virginia Regional Transit
Bruce Simms, Virginia Regional Transit
Larry LeMond, Bay Coast Railroad
Mary Ardolino, STAR Transit
Jeff Mitchell, Mitchell & Co.

In Re: Call to Order

The meeting was called to order by the Vice Chairman.

In Re: Invocation

The invocation was given by Mr. McCaleb.

In Re: Statements from the Public

The Vice Chairman recognized Mr. Jeff Mitchell of Mitchell & Co., the ANTDC's auditor, who presented the FY 09 comprehensive annual financial report. Said report is on file in the office of the ANTDC.

Mr. Page questioned the absence of any findings relative to STAR Transit's use earlier in the year of capital funds for operational needs. Mr. Mitchell indicated that as of the close of the fiscal year, the situation had been satisfactorily resolved.

Since the Commission only received the report today, action accepting the document will be made at the January meeting. Mr. Mitchell was requested in the future to provide the draft documents prior to the Commission meeting in order to allow sufficient review time.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at November 30th of \$1,682.30. The Public Transit Manager's report indicated that there was a balance of \$21,130.94 in the savings account and \$68,480.01 in the checking account for STAR Transit.

In Re: Minutes of November 3 and 24, 2009

Motion was made by Mr. Mallette, seconded by Mr. Walker, that minutes of the meetings of November 3 and 24, 2009 be approved. All members were present with the exceptions of Mr. Wolff and Mr. Tankard and voted "yes". Motion was unanimously passed.

In Re: Public Transportation Report

Ms. Ardolino reported that the ridership total for November was 2,381. There were no outstanding invoices.

Ms. Ardolino also noted that the new bus which was expected to be delivered in early January will not be delivered until March due to intermittent closings of the Ford plant.

Mr. Mark McGregor of Virginia Regional Transit, which began management operations on November 30, 2009, introduced Mr. Bruce Simms who will be serving as the local manager and Mr. Dave Morgan who will be performed the Comprehensive Operating Assessment.

In Re: State's Comments

Mr. Page noted that December 1st marks the beginning of the application period for public transportation and rail programs. He also thanked both counties and Bay Coast Railroad for coming together to work out a solution for repair of the carfloat.

In Re: Airport Update

The minutes of the recent meetings of the Accomack Airport Commission will be distributed at a later date.

In Re: Railroad Comments

Mr. LeMond indicated that the carfloat survey is being conducted at this time with completion being anticipated within two weeks. Repair estimates will be obtained after the survey is completed.

In Re: FY 11 Budget Call

It was reported that Accomack County's request for FY 2011 budget submittals is due December 16, 2009 and this year's process is significantly different from previous years. Accomack is requesting that all agencies provide both a mission statement and performance standards to accompany the budget requests. The Assistant Secretary-Treasurer will be preparing draft performance standards and will obtain Commission consensus prior to submittal.

Mr. McGregor noted that they will be working on performance standards for STAR Transit but they will need to be approved by the Commission as well. Motion was made by Mr. Mallette, seconded by Mr. Walker, that Virginia Regional Transit be authorized to draft STAR's performance standards and budget submittal pending final approval of the ANTDC. All members were present with the exceptions of Mr. Tankard and Mr. Wolff and voted "yes." The motion was unanimously passed. It was noted that the submission to Accomack County could be made in draft form with the notation that final figures will be available after the Commission approves same.

In Re: Adjourn

Noting that the Commission was not comfortable yet with reverting back to the bi-monthly meeting schedule, motion was made by Mr. Mallette, seconded by Mr. Walker, that the meeting be adjourned until January, 2010. All members were present with the exception of Mr. Tankard and Mr. Wolff and voted "yes." The motion was passed. The meeting was adjourned.