



Pennsylvania One Call System, Inc.

BOARD OF DIRECTORS MEETING

October 29, 2014

Eden Resort & Suites – Lancaster, PA

- Preliminary -

OFFICERS

Chair - James Reynolds	Pennsylvania American Water	Attendance: PRESENT
Vice Chair - Joseph Murphy	North Wales Water Authority	PRESENT
Secretary - Jerry McInaw	Williams Gas Pipeline - Transco	PRESENT
Treasurer - Glen Esenwein	Windstream Communications	PRESENT
Asst. Secretary - Ray Geesey	Columbia Gas of Pennsylvania	PRESENT
Asst. Treasurer - Michael Kyle	PA Municipal Authorities Association	PRESENT
General Counsel - William P. Boswell	William P. Boswell, LLD, LLC	PRESENT
Asst. General Counsel - Dwight A. Howes	Reed Smith LLP	PRESENT
President - William G. Kiger	PA One Call System	PRESENT

BOARD OF DIRECTORS

<u>Industry - Company:</u>	<u>Representative:</u>	<u>Attendance:</u>
Associate - Pennsylvania Builders Association	Doug Meshaw	Present
At Large - PPL Interstate Energy	Kathleen McVeigh	Present
Cable Television - Pennsylvania Cable Television Assn.	Rick Moslen	Absent
Contractor - NUCA Pennsylvania	Timothy D. Greenland	Present
Design - Larson Design Group	Drew Barton	Present
Electric - Adams Electric Cooperative	David Bolton	Present
Electric - Duquesne Light	Sam Broom	Present
Electric - FirstEnergy	Vita Moore	Present
Electric - PPL Electric Utilities Corporation	Gerald Barnett	Present
Gas - Columbia Gas of Pennsylvania	Ray Geesey	See Officers
Gas - Peoples Natural Gas	Don Zombek	Present
Gas - National Fuel	Mark Hooper	Present
Gas - PECO Energy	Dave Haverstick	Present
Municipal Principal - Municipality of Mount Lebanon	Tom Kelley	Present
Municipal Principal - North Wales Water Authority	Joseph Murphy	See Officers
Municipal Principal - PA Municipal Authorities Assn.	Michael Kyle	See Officers
Municipal Principal - Philadelphia Gas Works	Natinael Tollera	Present
Municipal General - PA State Assn. of Boroughs	Frank Halderman	Present
Municipal General - PA State Assn. of Twp. Supervisors	Holly Fishel	Present
Pipeline - Spectra Energy	Robert Johnson	Present
Pipeline - Sunoco Pipe Line Company	Tracy L. Hoffman	Present via cc
Pipeline - UGI Utilities, Inc.	Allen Fowler	Present
Pipeline - Williams Gas Pipeline - Transco	Jerry McInaw	See Officers
Telecommunications - Verizon Business	Kenneth Montanari	Present
Telephone - CenturyLink	Leo Hilbert	Present
Telephone - Verizon North, LLC	Michael Geary	Present
Telephone - Verizon Pennsylvania	John P. Hughes	Present
Telephone - Windstream Communications	Glen Esenwein	See Officers
Water - Pennsylvania American Water	James Reynolds	See Officers
Water - Pittsburgh Water and Sewer Authority	Tom Palmosina	Present

Water - Lehigh County Authority	Kevin German	Present
Water - Westmoreland County Municipal Authority	Mark Shaffer	Present
Pennsylvania Dept. of Transportation	David Parise	Absent
Pennsylvania Dept. of Labor & Industry	Jennifer Berrier	Present
Pennsylvania Emergency Management Agency	Norman Auvil	Present
Pennsylvania Public Utility Commission	Paul Metro	Present

MEMBERS in Attendance:

Adams Electric Cooperative	Alan Mains
Aqua Pennsylvania	Mark Heavener
Columbia Gas of PA	Rick Burke
PECO Energy	Rob Bedics
Pennsylvania American Water	Brandon Bogdon
Philadelphia Gas Works	Oleg Shum
PPL Electric Utilities, Inc.	Douglas Haupt
PPL Electric Utilities, Inc.	Chris Schillinger
Sunoco Pipeline Company	Deb Schneck

GUESTS in Attendance:

Debra Kitner	Energy Association of Pennsylvania
Armando Ferri	NUCA Pennsylvania
Brenda Reigle	NUCA Pennsylvania
Joann Martinez	Pennsylvania Dept. of Labor & Industry
Bryan Smolock	Pennsylvania Dept. of Labor & Industry
Peter Von Getzie	Pennsylvania Dept. of Labor & Industry
Sunil Patel	Pennsylvania Public Utility Commission
Terri Cooper Smith	Pennsylvania Public Utility Commission
Joe Steighner	Joseph A. Steighner & Associates
Ryan Geisinger	USIC Inc.

STAFF in Attendance:

Ellen M. Kiger	Vice President
Sherry Harim	Director - Member Services & Accounting
Daniel J. Lucarelli	Director - Marketing & Education
Linda Covelli	Manager - Operations
Kelly Pearl	Manager - Member Services & Accounting
S. Robin Johnson	Compliance Coordinator
Donna Williams	Business Analyst
Debra Schwartzmiller	Program Coordinator
Marcos Bernal	Liaison Representative
Elizabeth Davis	Liaison Representative
Kevin Goldblum	Liaison Representative
Kirk Kirkpatrick	Liaison Representative
Greg Krawchuk	Liaison Representative
James Larkin	Liaison Representative
Norm Parrish	Liaison Representative
Allison Strouse	Liaison Representative
Penny L. Modrick	Executive Secretary

Mr. Reynolds called the meeting to order at 9:00am with the Pledge of Allegiance, welcomed everyone, thanked everyone for attending, reviewed the emergency exits, and asked for a round of introductions.

CHAIR'S REPORT – Mr. Reynolds

- Mr. Reynolds modified the agenda to remove the motion under Compensation & Benefits Committee and made a motion to follow the modified agenda, seconded by Mr. Murphy.
 - The motion carried unanimously.
- Mr. Kyle made a motion to accept the Vision 2015 document, seconded by Mr. Johnson.
 - The motion carried unanimously.

SECRETARY'S REPORT – Mr. McInaw

Mr. McInaw reviewed the upcoming meetings dates:

January 27-28, 2015 – The Central Hotel & Conference Center - Harrisburg
April 28-29, 2015 – POCS office – West Mifflin
July 20-22, 2015 – Bedford Springs Resort – Bedford
October 27-28, 2015 – Cork Factory Hotel - Lancaster
January 26-27, 2016 – TBD
April 26-27, 2016 – POCS office - West Mifflin
August 1-3, 2016 – Bedford Springs Resort - Bedford
October 25-26, 2016 – TBD

Mr. McInaw referred to the minutes:

- Having received no additions or changes to the 7/29/14 Executive Committee minutes, Mr. McInaw made a motion to accept the minutes as written, seconded by Mr. Johnson.
 - The motion carried unanimously.
- Having received no additions or changes to the 7/30/14 Board minutes, Mr. McInaw made a motion to accept the minutes as written, seconded by Mr. Meshaw.
 - The motion carried unanimously.

TREASURER'S REPORT – Mr. Esenwein

Mr. Esenwein reviewed the Statement of Financial Position as of 9/30/14; Net Assets as of 9/30/14; Changes in Net Assets for the nine months ending 9/30/14; the Expense Variance Report; and the 2014 Capital Expenditure Budget as of 9/30/14.

- Mr. Esenwein made a motion to approve the Treasurer's report as submitted, seconded by Mr. Johnson.
 - The motion carried unanimously.

VICE CHAIR'S REPORT – Mr. Murphy

The Vice Chair's report would be that of the committees.

Finance Committee – Mr. Esenwein

Mr. Esenwein reported the committee met via conference call on 10/7/14 and 10/20/14.

Mr. Esenwein reported the budget materials were emailed to all Board members on 10/7/14. Having received no comments or questions, Mr. Esenwein asked for a motion to approve the budgets.

- Mr. Geary made a motion to approve the 2015 Operating Expense Budget, seconded by Mr. Kyle.
 - The motion carried unanimously.
- Mr. Meshaw made a motion to approve the 2015 Capital Expenditures Budget, seconded by Mr. Geary.
 - The motion carried unanimously.

Mr. Esenwein reviewed the municipal activity fee calculation, reporting the current fee being charged fell within the allowable amount.

Mr. Esenwein reviewed the investment results noting they were within the guidelines. He reported the committee met with The Monteverde Group, and based on their recommendation, no changes were made.

Mr. Esenwein stated there were no delinquent accounts up for termination.

Board Development Committee – Mr. German

Mr. German thanked Mr. Boswell for the training session held yesterday and reported the committee met via conference call 10/9/14.

Mr. German stated nomination packets were mailed to all members on 9/18/14. He read the list of nominees for the Board of Directors and opened the floor for additional nominations.

<u>Industry</u>	<u>Member Company</u>	<u>Represented by:</u>	<u>Information Form</u>		<u>Employer's Approval Letter</u>	
			<u>Yes</u>	<u>No</u>	<u>Yes</u>	<u>No</u>
Electric ⁺	DUQUESNE LIGHT COMPANY**	Samuel Broom	X		X	
Gas ⁺	NATIONAL FUEL**	Mark Hooper	X		X	
Municipal-Principal ⁺	NORTH WALES WATER AUTHORITY**	Joseph Murphy	X		X	
Municipal-General ⁺	PA STATE ASSOCIATION OF BOROUGHS**	Frank E. Halderman	X		X	
Pipe Line ⁺ (1 seat available)	SPECTRA ENERGY**	Robert Johnson	X		X	
	PPL INTERSTATE ENERGY COMPANY	Kathleen McVeigh	X		X	
Telecommunications ⁺	VERIZON BUSINESS**	Kenneth Montanari	X		X	
Telecommunications [*]	No valid nomination received					
Telephone ⁺	VERIZON NORTH, LLC**	Michael Geary	X		X	
Water ⁺	PENNSYLVANIA AMERICAN WATER**	James Reynolds	X		X	

⁺ term expiring 1/2015

^{*} term expiring 1/2017

****Incumbent**

All nominees indicated acceptance.

- Mr. German made a motion to close nominations, seconded by Mr. Kyle.
 - The motion carried unanimously.

Mr. German read the list of nominees for Officers and opened the floor for additional nominees.

<u>Officer Position</u>	<u>Board Member</u>	<u>Member Company</u>	<u>Information Form</u>		<u>Employer's Approval Letter</u>	
			<u>Yes</u>	<u>No</u>	<u>Yes</u>	<u>No</u>
Chair	JAMES REYNOLDS**	Pennsylvania American Water	X		X	
Vice Chair	JOSEPH MURPHY**	North Wales Water Authority	X		X	
Secretary	JERRY MCINAW**	Williams Gas Pipeline - Transco	X		X	
Treasurer	GLEN ESENWEIN**	Windstream Communications	X		X	
Assistant Secretary	RAY GEESEY**	Columbia Gas of Pennsylvania	X		X	
Assistant Treasurer	MICHAEL KYLE**	PA Municipal Authorities Association	X		X	
<u>Officer Position</u>						
President & Executive Director	WILLIAM G. KIGER**	Pennsylvania One Call System, Inc.	N/A		N/A	

**Incumbent

Mr. Esenwein announced he and Mr. Kyle agreed to switch roles and would accept the nomination for their new roles.

- Mr. German made a motion to close nominations for Officers, seconded by Mr. Kyle.
 - The motion carried unanimously.

Mr. German stated ballots would be mailed at the end of November.

Mr. German updated the Board on the activities of the committee.

Compliance Committee – Mr. Haverstick

Mr. Haverstick reported the committee met via conference call 10/15/14. He referred to the written report in the meeting booklet and asked Mr. Kiger for the status of compliance.

Mr. Kiger reviewed the written report materials in the booklet and asked Ms. Martinez to give the Department report.

Ms. Martinez updated the statistics in the L&I BLLC written report for the 3rd quarter of 2014.

- From June to October 2014, there were 7 warning letters issued, 7 educational letters issued, 37 no action letters issued, and 70 administrative penalties and assessments.
- The BLLC collected \$35,486 in administrative penalties from June to October and \$48,036 since January 1, 2014.
- In the years 2008-2014, the Bureau collected a total of \$280,378.05 in administrative penalties.

In answer to a question, Mr. Kiger stated there was no change in the status of membership for the City of Scranton.

The next meeting will be a conference call on 12/10/14.

Education & Membership Committee – Ms. Hoffman

Ms. Hoffman reported the committee met via conference call on 10/10/14. She reviewed the written report in the booklet, which included status on the Vision goals.

Ms. Hoffman thanked Mr. Bolton of Adams Electric and Mr. Verga of Eastcom Associates for the work done to create video footage that would be used in HDD cross bore education.

Local Government Committee – Mr. Kelley

Mr. Kelley reported the committee met via conference call on 10/9/14. He reviewed the written report in the booklet.

The next Local Government Committee meeting will be 12/17/14 by conference call.

Mapping and Technology Committee – Mr. Shaffer

Mr. Shaffer reported the committee did not meet and there was no report.

Cross Bore Task Force – Mr. Fowler in Mr. Swartley’s absence

Mr. Fowler reported the task force met via conference call on 10/17/14 and met jointly with the Education Committee via conference call on 8/28/14. Mr. Fowler reviewed the written report in the booklet.

Legislative Task Force – Mr. Boswell

Mr. Boswell updated the committee on plans to re-introduce the bill in 2015.

User’s Guide Task Force – Mr. McInaw

The task force did not meet and there was no report.

Compensation & Benefits Committee – Mr. Esenwein

Mr. Esenwein reported the committee met via conference call 10/23/14 to review the results of the salary review completed by Rosenfeld Consulting. He reviewed the recommendations made in the report and noted the salaries fall within range guidelines. The salary review was approved at the Executive Committee meeting held yesterday.

Construction Industry Committee – Mr. Greenland

The committee did not meet and there was no report.

Design Industry Committee – Mr. Hooper

The committee did not meet and there was no report.

Parliamentary Committee – Mr. Boswell

The committee did not meet and there was no report.

This concluded the Vice Chair’s report.

PRESIDENT’S REPORT – Mr. Kiger

Mr. Kiger reviewed the written report in the meeting booklet.

He passed around a chart showing shale gas impact fee and distribution to local government entities and stated the impact fee needed to be better understood.

Mr. Kiger thanked Ms. Covelli for the work she does with complex project tickets at the call center.

Mr. Kiger reported that Pennsylvania would once again jointly sponsor Victor Espinoza riding California Chrome in the Breeders' Cup this coming weekend.

VICE PRESIDENT REPORT – Ms. Kiger

Ms. Kiger reviewed the written report in the meeting booklet.

Ms. Kiger provided an update on the Disaster Recovery test held 10/25/14 and stated it was successful in all aspects except the voice recorder in Ohio due to new data switches and a missed IP configuration.

There was discussion on expanding web ticket entry to include emergency tickets. The committee agreed to move forward.

Ms. Kiger explained that specific territories had been removed from the Liaison map as support would be made by the Liaison geographically closest to scheduled events and to members seeking support.

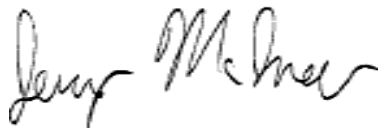
OPEN DISCUSSION

Mr. Halderman stated he had been receiving mailings from The Pipeline Alliance and appreciated the awareness mailings. These mailings were RP 1162 compliance materials.

ADJOURNMENT

- Mr. Geary made a motion to adjourn, seconded by Mr. Meshaw.
 - o The motion carried unanimously.

Respectfully submitted,



Jerry McInaw
Corporate Secretary

/emk/plm

Minutes Approved: