



# Pennsylvania One Call System, Inc.

## BOARD OF DIRECTORS MEETING

January 31, 2024

Sheraton Harrisburg Hershey Hotel – Harrisburg, PA

### Minutes

#### OFFICERS

Chair - Kevin German	Lehigh County Authority	<b>Attendance:</b> PRESENT
Vice Chair - Jerry McNaw	Williams Gas Pipeline - Transco	PRESENT
Secretary - Thomas Ceraso	Muni Auth of Westmoreland County	PRESENT
Asst. Secretary - Douglas Haupt	PPL Electric Utilities Corporation	PRESENT
Treasurer - Michael Kyle	PA Municipal Authorities Association	PRESENT
Asst. Treasurer - Ryan Lumbatis	Texas Eastern/Enbridge	PRESENT
Past Chair - Joseph Murphy	North Wales Water Authority	PRESENT
General Counsel - William P. Boswell	William P. Boswell, LLD, LLC	PRESENT
President/CEO - William G. Kiger	PA One Call System	PRESENT

#### BOARD OF DIRECTORS

<b>Industry - Company:</b>	<b>Representative:</b>	<b>Attendance:</b>
Associate - Pennsylvania Builders Association	Doug Meshaw	Present
Cable Television - Comcast Cablevision	David Henning	Absent
Contractor - PUCA	Armando Ferri	Present
Design - Larson Design Group	Zack Armstrong	Present
Electric - Adams Electric Cooperative	Tom McMaster	Present
Electric - PECO Energy	Rob Bedics	Present
Electric - FirstEnergy	Deanna DeWitt	Present
Electric - PPL Electric Utilities Corporation	Douglas Haupt	See Officers
Gas - Columbia Gas of Pennsylvania	Brady Kovalchuk	Present
Gas - Peoples Natural Gas	Debbie Vergenes	Present
Gas - National Fuel	Jacob Specht	Present
Gas - PECO Energy	Patrick Dunham	Present
Municipal Principal - Butler Township	Thomas Knights	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	Brian Eckroade	Absent
Municipal General - PA State Assn. of Boroughs	David W. Bolton	Present
Municipal General - PA State Assn. of Twp. Supervisors	Holly Fishel	Present
Pipeline - Texas Eastern/Spectra	Ryan Lumbatis	See Officers
Pipeline - Energy Transfer	Molly Carriere	Present
Pipeline - UGI Utilities, Inc.	Ryan Geisinger	Present
Pipeline - Williams Gas Pipeline - Transco	Jerry McNaw	See Officers
Telecommunications - Astound Broadband Powered by RCN	Eric Beers	Present
Telecommunications - Verizon Business	Ken Montanari	Present
Telephone - Crown Castle	Rick Sandala	Present
Telephone - Verizon North, LLC	James Hagle	Present
Telephone - Verizon Pennsylvania LLC	Steven Hoover	Present
Telephone - Windstream Communications	Jerry Wilson	Absent
Water - Pennsylvania American Water	James Baer	Present
Water - Pittsburgh Water and Sewer Authority	Lucas Erny	Present

Our purpose is to prevent damage to underground facilities. To promote safety, we provide an efficient and effective communications network among project owners, designers, excavators, and facility owners.

Pennsylvania One Call System, Inc.

Water - Lehigh County Authority	Kevin German	See Officers
Water - Municipal Authority of Westmoreland County	Thomas Ceraso	See Officers
Pennsylvania Dept. of Transportation	Larry Ditty	Present
Pennsylvania Public Utility Commission	Terri Cooper Smith	Present
Pennsylvania Emergency Management Agency	Philip Barker	Present

#### **MEMBERS in Attendance:**

Columbia Gas of PA, Inc.	Kristie Kubovic
Derry Township	Thomas Clark
Duquesne Light	Kylie Parison
Lehigh County Authority	Christopher Moughan
Muni Auth of Westmoreland County	Anthony Pologruto
PECO an Exelon Company	Michael Onimus
Peoples Gas Company LLC	Charles Brazier
PPL Electric Utilities Corporation	Stephen Krause
PPL Electric Utilities Corporation	Louis Zoeller
Texas Eastern/Enbridge	Alvin Thomas
Verizon North LLC	Richard Hackney
Verizon Pennsylvania LLC	Brett Jones
Williams Gas Pipeline - Transco	Marcus Avellino

#### **GUESTS in Attendance:**

Eric Bugaile	Archer Public Affairs
John Taylor	Archer Public Affairs
Glen Esenwein	Celerity Integrated Services Inc.
Jared Millard	Celerity Integrated Services Inc.
Brenda Reigle	Dig Prevention Consulting
Debra Kitner	Energy Association of Pennsylvania
Jennie Shade	PA Municipal Authorities Association
Eric Swartley	Swartley's Utility Rx, LLC
Rusty Knaub	USIC
Matt McHugh	USIC

#### **STAFF in Attendance:**

Ellen M. Kiger	Vice President/Chief Operating Officer
Sherry Harim	Director - Member Services & Accounting
Jon DeMoss	Director - Technology
Linda Covelli	Manager - Operations
Norm Parrish	Manager - Education
Kelly Pearl	Manager - Member Services & Accounting
S. Robin Johnson	Compliance Coordinator
Debra Schwartzmiller	Program Coordinator
Marcos Bernal	Supervisor - Education
Mark Lipka	Supervisor - Education
Gregory Danks	Damage Prevention Liaison
Erika Dominick	Damage Prevention Liaison
Brandon Dujmic	Damage Prevention Liaison
Kevin Goldblum	Damage Prevention Liaison
Kirk Kirkpatrick	Damage Prevention Liaison
D. Chance Montgomery	Damage Prevention Liaison
Dan Nemanic	Damage Prevention Liaison
Ryan Parrish	Damage Prevention Liaison
Blaire Prough	Damage Prevention Liaison
James Reynolds	Damage Prevention Liaison

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Maria White  
Penny L. Modrick

Damage Prevention Liaison  
Executive Secretary

Mr. German called the meeting to order at 9:33am with the Pledge of Allegiance and thanked everyone for attending. He reviewed the emergency exit routes, the gathering location, and the location of the AEDs. A round of introductions was done.

- Mr. Haupt made a motion to follow the agenda as presented, seconded by Dr. Bolton.
  - The motion carried unanimously.

#### **CHAIR REPORT - Mr. German**

Mr. German wished everyone a happy and prosperous New Year and thanked the committee members and committee Chairs for the work done in 2023.

#### **SECRETARY REPORT - Mr. Ceraso**

Mr. Ceraso reviewed future meeting dates.

April 23-24, 2024 – POCS office - West Mifflin  
July 29-31, 2024 – Bedford Springs Resort - Bedford  
October 22-23, 2024 – DoubleTree Resort - Lancaster

- Having received no additions or corrections, Mr. Ceraso asked for a motion to approve the 10/25/23 Board of Directors meeting minutes as written. It was moved by Mr. Murphy, seconded by Ms. Fishel.
  - The motion carried unanimously.

#### **TREASURER REPORT - Mr. Kyle**

Mr. Kyle reviewed the Preliminary Statement of Financial Position as of 12/31/23, the Preliminary Summary of Changes in Net Assets as of 12/31/23, the expense variance report, and the Capital Budget vs Actual as of 12/31/23.

- Mr. Meshaw made a motion to accept the Treasurer's report as submitted, seconded by Mr. Sandala.
  - The motion carried unanimously.

#### **VICE CHAIR REPORT - Mr. McInaw**

Mr. McInaw reported the Vice Chair's report will be that of the committees and requested report out from each committee chair.

#### **Finance Committee - Mr. Kyle**

Mr. Kyle reported the committee met 1/22/24. He summarized the investment performance of both portfolios and the asset allocations. Mr. Kyle reviewed the municipal fee calculation. He reviewed the reserve calculation target, reported on current reserves, and reported there were no accounts up for termination.

#### **Board Development Committee - Mr. Haupt**

Mr. Haupt reported the committee met 1/16/24 and reviewed the status of the Vision goals, and also reviewed the election process.

Mr. Haupt noted the committee was working to find a solution for the one inactive Board member.

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### **Compensation & Benefits Committee - Mr. Murphy**

Mr. Murphy reported the committee met 11/29/23 to review a proposal from Rosenfeld Consulting and voted to move forward with the compensation and benefits study.

### **Compliance Committee - Mr. Geisinger**

Mr. Geisinger reported the committee met 1/19/24. He reviewed the written materials in the meeting booklet. He noted the CGA Best Practice has passed.

Ms. Cooper Smith updated the Board on the status of the Damage Prevention Committee noting there were two newly appointed members, Mr. Ceraso and Mr. Kukurin. The PUC was accepting applications for the gas industry member.

Mr. Geisinger reported the committee had been assigned Goal 1.5 to develop recommendations for the “trouble locate” process. In light of CGA’s passage of a Best Practice on this subject, the committee requested the goal be reassigned to the Users Guide Task Force to discuss additions to the Users Guide.

Mr. McNaw agreed to accept the goal.

### **Education & Membership Committee - Ms. Vergenes**

Ms. Vergenes reported the committee met 12/19/23. She updated the Board on the status of the Vision goals and reviewed the written materials in the meeting booklet. She reviewed the dates and places for the 2024 Safety Days.

Ms. Harim reported the billboard campaign was underway and they will be placed based on damage statistics, the 2024 campaigns with Audacy should be in place for National Safe Digging month, and the proclamation effort for Safe Digging month was beginning.

Mr. Kiger reminded the members to use the National Safe Digging month materials available in the Toolbox section on the CGA website.

Ms. Vergenes reviewed the membership statistics.

Ms. Vergenes announced the 6<sup>th</sup> annual golf outing sponsored by UGI and Blood Hound to be held 6/25/24 at the Blue Ridge Trail Golf Club in Mountain Top, PA. The beneficiary will be the John Malvizzi Foundation which goes toward mental health awareness and suicide prevention.

### **Local Government Committee - Ms. Fishel**

Ms. Fishel reported the committee did not meet and there was no report.

### **Mapping & Technology Committee - Mr. Ceraso**

Mr. Ceraso reported the committee met 12/19/23 to discuss the Vision goals. He reviewed the written materials in the meeting booklet.

### **Legislative Task Force - Mr. Haupt**

Mr. Haupt reported the task force did not meet and there was no report.

### **Construction Industry Committee - Mr. Ferri**

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

### **Design Industry Committee - Mr. Armstrong**

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

### **Parliamentary Committee - Mr. Boswell**

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

### **Users Guide Task Force - Mr. McNaw**

Mr. McNaw reported the task force accepted Vision Goal 1.5 from the Compliance Committee.

This concluded the Vice Chair report.

### **PRESIDENT/CEO REPORT - Mr. Kiger**

Mr. Kiger reviewed the written materials in the meeting booklet, noting ticket volume ended the year slightly behind the previous year but still exceeded 1 million tickets. He reminded members to participate in member mapping and announced the newest Utility Coordination Committee in Berks County. Mr. Kiger reported CISA would be conducting penetration testing in April, and gave a brief update on broadband development in the state.

Mr. Taylor updated the Board on activities in the Legislature. He asked the Board to recognize the tremendous amount of time the Legislative Task Force put into creating a comprehensive draft for the legislature to use as a blueprint for a Bill. He noted Senator Lisa Baker issued a co-sponsor memo and expected Chairman Massie to issue one as well. He reminded the members that they are our best asset as an advocate for any Bill that does get introduced.

Mr. Kiger thanked Mr. Taylor for his report and then reviewed the remaining charts and graphs that were in the written materials.

### **VICE PRESIDENT/COO REPORT - Ms. Kiger**

Ms. Kiger updated the Board on staffing, Operational statistics, Member Services & Accounting activities, and Technology Team activities and software releases. She reported on two system outages in December, their root causes, and corrective steps taken.

Ms. Kiger thanked Kevin and Robin German for attending the staff holiday party and presenting 45-year employment anniversary awards to Bill and Ellen Kiger.

### **RECOGNITIONS**

A plaque of appreciation was presented to Mr. Gramling of the PA State Association of Boroughs for his service as a Board member. The plaque was accepted by Dr. Bolton.

A plaque of appreciation was presented to Mr. Burke of Columbia Gas for his service as a Board member and alternate Board member. The plaque was accepted by Mr. Kovalchuk and Ms. Kubovic.

A plaque of appreciation was presented to Mr. German of Lehigh County Authority for his 16 years of service as an Officer, Board member, Committee Chair, and all his contributions to damage prevention. Mr. German thanked everyone for their support over the years.

There was a round of applause for all three outgoing Board members.

## **OPEN DISCUSSION**

Mr. Haupt suggested the Local Government, Design Industry, and Compliance Committees work with staff to create a webinar on SUE which targets municipal project owners.

Discussion.

It was noted that the SUE presentation given at 2023 Safety Days was concise and easy to understand. It was also suggested that engineers and public works departments be the audience for future education.

The committee chairs agreed to take on the task. Mr. Ferri volunteered help from the Construction Industry Committee, and Ms. Riegle suggested including information on PENNVEST funding available for design and SUE work.

## **ADJOURN THE BOARD MEETING AND CONVENE THE ANNUAL MEETING**

- Mr. Ferri made a motion to adjourn the Board meeting and convene the Annual meeting, seconded by Mr. Sandala.
  - The motion carried unanimously.

The Board meeting ended at 10:58am.

## **ANNUAL MEETING**

*January 31, 2024*

Mr. German called the Annual meeting to order at 10:58am.

Mr. Haupt reported the ballots had been mailed to Board members in November and asked to collect any in person ballot submission. There were none.

Mr. German excused the designated Board members to count the ballots and recessed the Annual meeting while the count was taking place.

Mr. German called the Annual meeting back to order at 11:20am.

Mr. Ceraso read the results of the election for recommended candidates to the Board of Directors.

Electric Industry	Adams Electric Cooperative represented by Tom McMaster
Gas Industry	PECO an Exelon Company represented by Patrick Dunham
Municipal-Principal	PA Municipal Authorities Association represented by Michael Kyle
Pipe Line Industry	Williams Gas Pipeline – Transco represented by Jerry McInaw
Telephone Industry	Verizon Pennsylvania LLC represented by Steven Hoover
Water Industry	Pittsburgh Water and Sewer Authority represented by Lucas Erny

Mr. Ceraso stated the recommended candidates would be emailed to member company representatives to cast their vote. Voting closes 14 calendar days after the ballots are emailed. Elected Board members take their seats when the results are posted by the Secretary.

Mr. Ceraso announced the election results for Officers.

Chair	Jerry McInaw
Vice Chair	Thomas Ceraso
Secretary	Douglas Haupt
Assistant Secretary	Joseph Murphy
Treasurer	Michael Kyle
Assistant Treasurer	Ryan M. Lumbatis
President/CEO	William G. Kiger

## ADJOURNMENT

Ms. Cooper Smith made a motion to adjourn, seconded by Mr. Meshaw.

The meeting ended at 11:24am.

Respectfully submitted,



Douglas Haupt  
Corporate Secretary

/emk/plm



Joseph Murphy  
Corporate Assistant Secretary

Minutes Approved: April 24, 2024