



Pennsylvania One Call System, Inc.

BOARD OF DIRECTORS MEETING July 30, 2025 Omni Bedford Springs Resort – Bedford, PA Minutes

OFFICERS

Chair - Jerry McInaw	Williams Gas Pipeline - Transco	Attendance: PRESENT
Vice Chair - Joseph Murphy	North Wales Water Authority	PRESENT
Secretary - Douglass Haupt	PPL Electric Utilities Corporation	PRESENT
Asst. Secretary - Thomas Knights	Butler Township	PRESENT
Treasurer - Michael Kyle	Lancaster Area Sewer Authority	PRESENT
Asst. Treasurer - Ryan Lumbatis	Texas Eastern/Enbridge	PRESENT
General Counsel - William P. Boswell	William P. Boswell, LLD, LLC	PRESENT
Asst. General Counsel - Dwight A. Howes	Dwight A. Howes PLLC	PRESENT
President/CEO - William G. Kiger	PA One Call System	PRESENT

BOARD OF DIRECTORS

Industry - Company:	Representative:	Attendance:
Associate - Pennsylvania Builders Association	Douglas Meshaw	Present
Cable Television - Comcast Cablevision	James Santry	Present
Contractor - PUCA	Larissa Llewellyn	Present
Design - Larson Design Group	Zack Armstrong	Present
Electric - Adams Electric Cooperative	Tom McMaster	Present
Electric - PECO an Exelon Company	Robert Bedics	Present
Electric - FirstEnergy	Deanna DeWitt	Present
Electric - PPL Electric Utilities Corporation	Douglas Haupt	See Officers
Gas - Columbia Gas of Pennsylvania	Anthony Covey	Present
Gas - Peoples Gas Company	Charles Brazier	Present
Gas - National Fuel	Jacob Specht	Present
Gas - PECO an Exelon Company	Patrick Dunham	Present
Municipal Principal - Butler Township	Thomas Knights	See Officers
Municipal Principal - North Wales Water Authority	Joseph Murphy	See Officers
Municipal Principal - Lancaster Area Sewer Authority	Michael Kyle	See Officers
Municipal Principal - Philadelphia Gas Works	Brian Eckroade	Present
Municipal General - Abbottstown Borough	David W. Bolton	Present
Municipal General - PA State Assn. of Twp. Supervisors	Holly Fishel	Absent
Pipeline - Texas Eastern	Ryan Lumbatis	See Officers
Pipeline - Energy Transfer	Molly Carriere	Present
Pipeline - UGI Utilities, Inc.	Chris Clancy	Present
Pipeline - Williams Gas Pipeline - Transco	Jerry McInaw	See Officers
Telecommunications - Astound Broadband Powered by RCN	Eric Beers	Present
Telecommunications - Verizon Business	Andis Kalnins	Present
Telephone - Verizon North LLC	Richard Hackney	Present
Telephone - Verizon Pennsylvania LLC	Steven Hoover	Present
Telephone - Windstream Communications	Jerry Wilson	Present
Telephone - Crown Castle	Tyler Stein	Present
Water - Pennsylvania American Water	James Baer	Present
Water - Pittsburgh Water	Luke Erny	Present
Water - Lehigh County Authority	Christopher Moughan	Present

Our purpose is to promote safety and prevent damage to underground facilities.
Pennsylvania One Call System, Inc.

Water - Westmoreland County Municipal Authority	Ryan Kelvington	Present
Pennsylvania Dept. of Transportation	Daniel Whetzel	Present
Pennsylvania Public Utility Commission	Terri Cooper Smith	Present
Pennsylvania Emergency Management Agency	Philip Barker	Absent

MEMBERS in Attendance:

Columbia Gas of PA	Kristie Kubovic
Lehigh County Authority	Gerald Charvala
Williams Gas Pipeline - Transco	Marcus Avellino

GUESTS in Attendance:

Eric Bugaile	Archer Public Affairs
Eric Swartley	Swartley's Utility RX LLC
Rusty Knaub	USIC

STAFF in Attendance:

Ellen M. Kiger	Executive Vice President/COO
Sherry Harim	Vice President/CFO
Linda Covelli	Manager - Operations
Kelly Pearl	Manager - Member Services & Accounting
S. Robin Johnson	Compliance Coordinator
Lynette Lauman	Network/System Administrator
Marcos Bernal	Supervisor - Education
Mark Lipka	Supervisor - Education
Brandon Dujmic	Sr. Damage Prevention Liaison
Greg Danks	Damage Prevention Liaison
Erika Dominick	Damage Prevention Liaison
Kevin Goldblum	Damage Prevention Liaison
D. Chance Montgomery	Damage Prevention Liaison
Daniel Nemanic	Damage Prevention Liaison
Ryan Parrish	Damage Prevention Liaison
Blaire Prough	Damage Prevention Liaison
James Reynolds	Damage Prevention Liaison
Aaron Rugh	Damage Prevention Liaison
Maria White	Damage Prevention Liaison
Penny L. Modrick	Executive Secretary

Mr. McInaw called the meeting to order at 9:30am with the Pledge of Allegiance, reviewed the evacuation route, the location of the AED, and asked for a volunteer to call 911 in an emergency. A round of introductions was done.

CHAIR REPORT

Agenda approval

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

Vision Strategic Plan

- Dr. Bolton made a motion to approve the Vision 2026 Strategic Plan, seconded by Mr. Clancy.
 - The motion carried unanimously.

Appointment of Assistant Secretary to the Board

- Ms. Cooper Smith made a motion to appoint Mr. Knights as the Assistant Secretary, seconded by Mr. Armstrong.
 - The motion carried unanimously.

SECRETARY REPORT

Mr. Haupt reviewed the future meeting dates, drawing attention to the change in venue for January 2026 at the Best Western Premiere Conference Center and Hotel in Harrisburg.

October 28-29, 2025 – DoubleTree Resort - Lancaster

January 27-28, 2026 – Best Western Premier The Central Hotel & Conference Center - Harrisburg

May 5-6, 2026 – POCS office - West Mifflin

July 27-29, 2026 – Bedford Springs Resort - Bedford

Having received no additions or corrections to the 4/30/25 Board meeting minutes, Mr. Haupt asked for a motion to approve the minutes as written.

- Dr. Bolton made a motion to accept the 4/30/25 Board meeting minutes as written, seconded by Mr. Clancy.
 - The motion carried unanimously.

TREASURER REPORT

Mr. Kyle reviewed the preliminary Statement of Financial Position for the six months ending 6/30/25, the preliminary Summary of Changes to Net Assets as of 6/30/25, the expense variance report, the projected revenue and expenses for the remainder of 2025, and the Capital Budget vs. Actual as of 6/30/25.

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

VICE CHAIR REPORT

Mr. Murphy reported the Vice Chair's report will be that of the committees.

Finance Committee – Mr. Kyle

Mr. Kyle reported the committee met 7/21/25. He provided an economic overview summary, reviewed the investment portfolio performance, asset allocation, and ladder Certificate of Deposits. He reviewed the municipal activity fee calculation, investment policy, and reserves policy noting we were within the targeted range.

Mr. Kyle reported there were five accounts with small delinquent amounts up for termination, however, the Finance Committee postponed termination pending review of the collections policy.

Mr. Kyle reminded Board members interested in attending the CGA Conference & Expo for 2026 or the Global Damage Prevention Summit 2026 to submit their education fund applications by 8/8/25 so the budget can be built accordingly.

Board Development Committee – Dr. Bolton

Dr. Bolton reported the committee met 6/24/25 with all committee members present. He reviewed the status of the Vision goals. Dr. Bolton provided status on three action items: 1) emerging leaders training session 2) Committee Chair meeting 3) Committee Vice Chair consideration for committees with a large number of members.

Compliance Committee – Mr. Bedics

Mr. Bedics reported the committee met 7/9/25 with good representation. He reviewed the status of the Vision goal. Mr. Bedics reviewed the written materials in the board booklet noting ticket tracking had been moved from the Mapping & Technology Committee to the Compliance Committee. He asked Ms. Cooper Smith for a PUC update.

Ms. Cooper Smith reported the PUC received 2,651 AVR reports and referenced the written materials in the board booklet. Ms. Cooper Smith reported the Damage Prevention Committee was hearing more cases every month. She reviewed the schedule change for October and November, and mentioned the DPC may have openings to fill at year end.

KARL Response Task Force – Ms. DeWitt

Ms. DeWitt reported the task force met 6/24/25 and were recommending the Board adopt a resolution regarding KARL response statuses.

Resolution Regarding the Status of KARL Responses in response to Sec. 2(5)(v.2) of Act 127 of 2024

WHEREAS, on 04/24/2023, the Board approved a status of “Final”, “Interim”, or “Violation” for each of the KARL system response codes 001-999 in the Pennsylvania One Call System, Inc. Users Guide for Pennsylvania Underground Utility Line Protection Act 287 of 1974 as Amended by Act 50 of 2017 of 73 PS §176 et. seq., Appendix B (the “Users Guide”);

Whereas the above-referenced law is referred to herein as the “Act”;

WHEREAS, the Act was modified and amended, effective October 29, 2024, by Act 127 (the “Amended Act”);

WHEREAS, the Amended Act includes Section 2(5)(v.2) which provides that it shall be the duty of each facility owner “[T]o timely enter a final response to all locate requests”;

WHEREAS, the POCS Compliance Committee has recommended that the Board approve a resolution to amend Appendix B of the Users Guide (“Appendix B”) to provide clarity as to what POCS considers to be the entry of “a final response” to a locate request, to wit, that the status of KARL response codes 002, 004-082, inclusive, 090, 092, 095, and 096, each of which is currently set forth in Appendix B with a designation of “Interim”, be amended to change each such “Interim” designation to “Final” and to make such other and further changes to the Users Guide, if any, as may be required for consistency with the foregoing.

NOW THEREFORE, the POCS Board determines that Appendix B of the Users Guide shall be amended to reflect the foregoing and directs the Compliance Committee to draft an amendment to the Users Guide for consideration by the POCS Board at the next POCS Board meeting, scheduled to be held in Lancaster, Pennsylvania on October 29, 2025.

Dated: July 30, 2025

- Mr. Haupt made a motion to approve the Resolution Regarding the Status of KARL Responses in Response to Sec. 2(5)(v.2) of Act 127, seconded by Ms. DeWitt.
 - The motion carried unanimously.

This concluded the work of the KARL Task Force.

Construction Industry Committee – Ms. Llewellyn

Ms. Llewellyn reported the committee met 7/9/25 and had an open discussion forum. She reviewed the written materials in the board booklet.

Design Industry Committee – Mr. Armstrong

Mr. Armstrong reported the committee met 7/14/25. He reviewed the written materials in the board booklet, noting the committee had accepted the proposed changes impacting designers contained in the Users Guide.

Education & Membership Committee – Mr. Specht

Mr. Specht reported the committee met 6/3/25. He reviewed the written materials in the board booklet and the education team activities. He gave the membership report: 3,801 members.

Mr. Specht thanked the staff, sponsors, volunteers, and participants involved in the successful Annual Golf Outing.

Dr. Bolton thanked everyone for the good work on Safety Day in York, noting employees from North York Borough attended and had a good experience.

There was discussion on CGA regional partnership meetings, community pages on the website, and a request for additional information about the UCC meetings.

Local Government Committee – Mr. Murphy in Ms. Fishel's absence

Mr. Murphy reported the committee met 6/24/25. He reviewed the written materials in the booklet, noting the committee approved the one page Statewide Broadband Plan for use by local government entities.

Mapping & Technology – Mr. Moughan

Mr. Moughan reported the committee met 6/30/25. He reviewed the written materials in the board booklet, noting AVR self-service rolled out 7/9/25, a successful business continuity test was conducted 6/28/25, and the final fax delivery site was transitioned to email on 7/14/25.

Users Guide Task Force – Mr. McNaw

Mr. McNaw reported the task force met yesterday and would be asking for approval of a Resolution for Addition to Users Guide Language under Open Discussion.

Compensation & Benefits Committee – Mr. Murphy

No meeting. No report.

Parliamentary Committee – Mr. Boswell

No meeting. No report.

This concluded the Vice Chair report.

PRESIDENT/CEO REPORT – Mr. Kiger

Mr. Kiger reviewed the written materials in the meeting booklet. Highlights:

- Inbound ticket volume increased 2.1%
- Outbound tickets increased 1.19%
- Web Ticket Entry QA was at 50%
- KARL response rate of 98.11%
- AVR's system to date 55,000
- Charts & graphs on membership
- 18 Contractor associations
- 811 toolkit available on the CGA website

Mr. Kiger thanked the Liaisons for their participating in the UCC meetings and for their efforts boosting Safety Day participation. He asked Mr. Bugaile for the legislative report.

Mr. Bugaile reported on the status of the State budget debate. He reported on legislation introduced as a result of the 2023 explosion at a chocolate factory in Reading where a corroded steam line contributed to the degradation of a gas line. The proposed legislation would require all steam lines be registered under the One Call Act. The bill is currently in committee.

Mr. Kiger announced the following position changes:

- Ellen Kiger, Executive Vice President, with 50 years of service
- Sherry Harim, Vice President, with 33 years of service

VICE PRESIDENT/COO REPORT – Ms. Kiger

Ms. Kiger updated the Board on staffing and external training. She reviewed the written materials in the board booklet for operational statistics, service affecting outages, and activities for the Technology department. She asked Ms. Harim to report on activities for the Member Services & Accounting (MSA) department.

Ms. Harim thanked the 2025 Safety Day sponsors, exhibitors, and attendees, and provided the 2026 Safety Day dates and locations. She reviewed the written materials in the board booklet for the MSA department, calling attention to the member database verification completion rate of 85%, and detailed upcoming activities to promote 8-1-1 day.

Mr. Kiger reported access to parcel data through DHS had been restored.

RECOGNITION

Mr. Kiger and Mr. McNaw presented a plaque of appreciation to outgoing Board member:

- Mr. Brady Kovalchuk, Columbia Gas, 2 years of service. Mr. Covey accepted the plaque and a round of applause was given.

A moment of silence was observed for the passing of Mr. Mark Santayana, former Board member and former DPC member.

OPEN DISCUSSION

Resolution for Addition to Users Guide Language

WHEREAS, on April 24, 2023, the Board approved the Users Guide language: “If the excavator is using horizontal directional drilling (HDD), he must, at a minimum, utilize the best practices published by the HDD Consortium.”

WHEREAS, the current legislation references trenchless technology Best Practices of the Common Ground Alliance,

WHEREAS, a Common Ground Alliance trenchless technology Best Practice does not exist,

NOW THEREFORE, the POCS Board determines that Section 8 of the Users Guide shall be amended to reflect the following language: “Where practicable use the National Association for Trenchless Technologies’ (NASTT) published guidelines on trenchless technology including pre- and post-bore plans. Submit the plans through Coordinate PA.”

Dated: July 30, 2025

- Mr. Lumbatis made a motion to recommend Board adoption of the resolution, seconded by Mr. Murphy.
 - The motion carried unanimously.

Mr. McNaw thanked the staff for making all the arrangements for the meetings.

ADJOURNMENT

- Mr. Haupt made a motion to adjourn, seconded by Mr. Murphy.

The meeting ended at 10:50am.

Respectfully submitted,

Douglas Haupt
Corporate Secretary

/emk/plm