



# Pennsylvania One Call System, Inc.

## BOARD OF DIRECTORS MEETING

October 23, 2024

DoubleTree Resort – Lancaster, PA

### Minutes

#### OFFICERS

		<b>Attendance:</b>
Chair - Jerry McInaw	Williams Gas Pipeline - Transco	PRESENT
Vice Chair - Thomas Ceraso	Muni Auth of Westmoreland County	PRESENT
Secretary - Douglas Haupt	PPL Electric Utilities Corporation	PRESENT
Asst. Secretary - Joseph Murphy	North Wales Water Authority	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	ABSENT
Assistant 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	Absent
Cable Television - Comcast Cable Communication Mgmt.	James Santry	Present
Contractor - NUCA Pennsylvania	Armando Ferri	Present
Design - Larson Design Group	Matthew Frick	Present
Electric - Adams Electric Cooperative	Tom McMaster	Present
Electric - FirstEnergy	Andy Bowen	Present
Electric - PECO an Exelon Company	Robert Bedics	Present
Electric - PPL Electric Utilities Corporation	Douglas Haupt	See Officers
Gas - Columbia Gas of Pennsylvania	Brady Kovalchuk	Present
Gas - Peoples Natural 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	Absent
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 Bolton	Present
Municipal General - PA State Assn. of Twp. Supervisors	Holly Fishel	Present
Pipeline - Energy Transfer	Molly Carriere	Present
Pipeline - Texas Eastern/Spectra	Ryan Lumbatis	See Officers
Pipeline - UGI Utilities, Inc.	Mark Callahan	Present
Pipeline - Williams Gas Pipeline - Transco	Jerry McInaw	See Officers
Telecommunications - Verizon Business	Kenneth Montanari	Absent
Telecommunications - Astound Broadband Powered by RCN	Eric Beers	Present
Telephone - Crown Castle	Tyler Stein	Present
Telephone - Verizon North, LLC	Richard Hackney	Present
Telephone - Verizon Pennsylvania LLC	Steven Hoover	Present
Telephone - Windstream Communications	Jerry Wilson	Present
Water - Pennsylvania American Water	James Baer	Present
Water - Pittsburgh Water and Sewer Authority	Luke Erny	Present
Water - Lehigh County Authority	Christopher Moughan	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 - Municipal Authority of Westmoreland County	Thomas Ceraso	See Officers
Pennsylvania Dept. of Transportation	Daniel Whetzel	Present
Pennsylvania Emergency Management Agency	Philip Barker	Present
Pennsylvania Public Utility Commission	Terri Cooper Smith	Present

**MEMBERS in Attendance:**

Aqua Pennsylvania	Maureen Sopko
Columbia Gas of PA	Kristie Kubovic
Lehigh County Authority	Gerald Charvala
PPL Electric Utilities Corp.	Ryan Geisinger
Williams Gas Pipeline - Transco	Marcus Avellino

**GUESTS in Attendance:**

Eric Bugaile	Archer Public Affairs
John Taylor	Archer Public Affairs
Debra Kitner	Energy Association of Pennsylvania
Tony Bianchi	JMT Technology Group
Bob Pliszka	JMT Technology Group
Brent Killian	Pennsylvania Public Utility Commission
Larissa Llewellyn	Pioneer Construction Co. Inc.
Eric Swartley	Swartley's Utility Rx, LLC

**STAFF in Attendance:**

Ellen M. Kiger	Vice President/COO
Sherry Harim	Director - Member Services & Accounting
Linda Covelli	Manager - Operations
Kelly Pearl	Manager - Member Services & Accounting
Penny L. Modrick	Executive Secretary
S. Robin Johnson	Compliance Coordinator
Lynette Lauman	Network/System Administrator
Donna Williams	Data Analyst
Marcos Bernal	Supervisor - Education
Mark Lipka	Supervisor - Education
Brandon Dujmic	Senior Damage Prevention Liaison
Gregory Danks	Damage Prevention Liaison
Erika Dominick	Damage Prevention Liaison
Kevin Goldblum	Damage Prevention Liaison
Kirk Kirkpatrick	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

Mr. McNaw called the meeting to order at 9:30am with the Pledge of Allegiance and asked for a round of introductions. He reviewed the emergency exits and the location of the AEDs.

**CHAIR REPORT**

- Mr. Murphy made a motion to follow the agenda as presented, seconded by Mr. Ceraso.
  - The motion carried unanimously.

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## **SECRETARY REPORT**

Mr. Haupt reviewed the future meeting dates:

January 28-29, 2025 – Sheraton Harrisburg Hershey - Harrisburg  
April 29-30, 2025 – POCS office - West Mifflin  
July 28-30, 2025 – Bedford Springs Resort - Bedford  
October 28-29, 2025 – DoubleTree Resort - Lancaster

Mr. Haupt reported he had received no additions or corrections to the 7/31/24 Board meeting minutes.

- Ms. Cooper Smith made a motion to approve the 7/31/24 Board meeting minutes as written, seconded by Mr. Moughan.
  - The motion carried.

## **TREASURER REPORT**

Mr. Kyle reviewed the third quarter Statement of Financial Position, the Changes in Net Assets, the Expense Variance Analysis, the Projected Revenue and Expenses, and the Capital vs. Actual.

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

## **VICE CHAIR REPORT**

Mr. Ceraso noted the Vice Chair report would be that of the committees.

### **Finance Committee – Mr. Kyle**

Mr. Kyle reported the committee met 10/15/24. He reviewed the written materials in the board meeting booklet, highlighting the investment portfolio results, the CD performance, and the municipal activity fee calculation.

Mr. Kyle explained the Finance Committee had agreed to a record keeping change to record the balance held from municipal refund to offset Accounts Receivable monthly. Previously, a liability was accrued and annually offset Receivables.

There were no accounts up for termination.

Mr. Kyle reviewed the proposed 2025 budgets, noting the budgets had been sent to the Board in early October.

- Mr. Lumbatis made a motion to approve the 2025 Capital Expenditure Budget, seconded by Mr. Hoover.
  - The motion carried unanimously.
- Mr. Moughan made a motion to approve the 2025 Operating Expense Budget, seconded by Mr. Lumbatis.
  - The motion carried unanimously.

**Board Development Committee – Dr. Bolton**

Dr. Bolton read the list of nominations received for the Board of Directors.

<b>Industry</b>	<b>Member Company</b>	<b>Represented by:</b>
Associate	<b>PA BUILDERS ASSOCIATION*</b>	Douglas Meshaw
Cable Television (1 seat available)	<b>COMCAST CABLE COMMUNICATIONS MGMT, LLC*</b>	David Henning
	<b>CHARTER COMMUNICATIONS</b>	Melissa Watters
Electric Industry (1 seat available)	<b>FIRSTENERGY*</b>	Deanna DeWitt
	<b>BLAKELY BOROUGH ELECTRIC LIGHT CO.</b>	Christopher Paone
Gas Industry	<b>COLUMBIA GAS OF PA*</b>	Brady Kovalchuk
Municipal-Principal	<b>PHILADELPHIA GAS WORKS*</b>	Brian Eckroade
Municipal-General	<b>PA STATE ASSOCIATION OF TOWNSHIP SUPERVISORS*</b>	Holly Fishel
Pipe Line Industry	<b>UGI UTILITIES, INC.*</b>	Christopher Clancy
Telecommunications (1 seat available)	<b>ASTOUND BROADBAND POWERED BY RCN*</b>	Eric Beers
	<b>CHARTER COMMUNICATIONS</b>	Melissa Watters
Telephone	<b>CROWN CASTLE*</b>	Tyler Stein
Water Industry (1 seat available)	<b>LEHIGH COUNTY AUTHORITY*</b>	Christopher Moughan
	<b>HAMPTON SHALER WATER AUTHORITY</b>	Jessica Donahue

\*Incumbent

Dr. Bolton reported the required paperwork was not received from nominees for Comcast Cable, Charter Communications, Blakely Borough Electric Light Co., and Hampton Shaler Water Authority.

All other nominees accepted their nominations.

Dr. Bolton opened the floor for nominations to the Board of Directors.

Mr. Santry nominated Comcast Cable for the Cable seat. The new deadline for Comcast Cable to submit the required paperwork became 11/1/24.

Dr. Bolton read the list of nominations received for Officers.

<b>Officer Position</b>	<b>Board Member</b>	<b>Member Company</b>
Chair	<b>G.J. “JERRY” MCINAW</b>	Williams Gas Pipeline - Transco
Vice Chair	<b>THOMAS CERASO</b>	Municipal Authority of Westmoreland County
Secretary	<b>DOUGLAS HAUPT</b>	PPL Electric Utilities Corporation
Assistant Secretary	<b>JOSEPH MURPHY</b>	North Wales Water Authority
Treasurer	<b>MICHAEL KYLE*</b>	Lancaster Area Sewer Authority
Assistant Treasurer	<b>RYAN LUMBATIS*</b>	Texas Eastern/Enbridge
President & CEO	<b>WILLIAM G. KIGER*</b>	Pennsylvania One Call System, Inc.

\*Incumbent

Dr. Bolton opened the floor for nominations for Officers.

There were no nominations from the floor for Officers.

## **Review Committee Volunteers**

Dr. Bolton explained the process of committee assignments. The list of volunteers was forwarded to the Chair for consideration.

He reviewed the mentor program and thanked the Board members who agreed to become mentors.

## **Compliance Committee – Mr. Bedics**

Mr. Bedics reported the committee met 9/30/24. He reviewed the written materials in the meeting booklet, noting Vision Goal 6.4 was moved from the Compliance Committee to the Education & Membership Committee.

He asked Mr. Kiger for the status of compliance.

Mr. Kiger reported on the current membership numbers and asked Ms. Cooper Smith for the PUC report.

Ms. Cooper Smith provided statistics on the cases handled by the PUC and fines collected.

She reported the Damage Prevention Committee was looking for nominations for open seats. The application is published on the PUC website.

## **Discussion**

In answer to a question, Ms. Cooper Smith explained that incumbent DPC members must re-apply to be considered for another term.

Mr. Bedics reported there were no ADRs filed.

## **Design Industry Committee – Mr. Frick in Mr. Armstrong's absence**

Mr. Frick reported there was no meeting, therefore, no report.

## **Education & Membership Committee – Mr. Specht**

Mr. Specht reported the committee met on 10/4/24. He reviewed the written materials in the board meeting booklet and gave the membership report. He thanked the POCS staff for the hard work done on Safety Days.

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

Ms. Fishel reported there was no meeting, therefore, no report.

## **Mapping and Technology Committee – Mr. Ceraso**

Mr. Ceraso reported the committee met 9/30/24. He reviewed the written materials in the meeting booklet.

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

Mr. Haupt asked Mr. Taylor for an update on the reauthorization effort.

Mr. Taylor provided an update on the overall climate of the legislature. He reported the legislation passed the House and Senate and would be sent to the Governor for signature. An expiration date of December 31, 2031 was included in the bills.

Mr. Taylor commended the Legislative Task Force, Senators Baker, Senator Stefano, Representative Matzie, and their staffs for doing a good job.

Mr. Haupt and Mr. Murphy thanked everyone for the time spent on the reauthorization effort.

Mr. Ceraso concurred that many hours were put in by the Legislative Task Force steering this body and they did an excellent job.

**Compensation & Benefits Committee – Mr. Murphy**

Mr. Murphy reported the committee did not meet, therefore, no report.

**Construction Industry Committee – Mr. Ferri**

Mr. Ferri reported the committee did not meet, therefore, no report.

**Parliamentary Committee – Mr. Howes in Mr. Boswell’s absence**

Mr. Howes reported the committee did not meet, therefore, no report.

**Users Guide Task Force – Mr. McInaw**

Mr. McInaw reported the task force met 10/22/24 to review the Users Guide assignments and would begin incorporating changing from the new law.

This concluded the Vice Chair report.

**PRESIDENT/CHIEF EXECUTIVE OFFICER REPORT – Mr. Kiger**

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

- Call Volume up slightly
- Web Ticket Entry 64.88% of all tickets
- Encouraged use of Coordinate PA
- CPA Project statistics
- Design ticket statistics
- Responses
- Alleged Violation Report statistics
- Member Mapping
- UCCs
- Legislation
- Letter from Representative Matzie
  - Mr. Kiger expressed his appreciation to Representative Matzie and Senator Baker for their support and thanked Archer Public Affairs for assisting with the process.
- Operational summary review
- 50% reduction in damages in 5 year effort
- Broadband initiative
- Fiber ticket statistics in CPA and not in CPA

**VICE PRESIDENT/CHIEF OPERATING OFFICER REPORT – Ms. Kiger**

Ms. Kiger reviewed written materials in the board meeting booklet. Highlights:

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- Congratulated Mr. Norm Parrish on his retirement from POCS.
- Congratulated Ms. Stanley on her promotion to Senior Customer Service Rep.
- Reported on staffing levels, separations, turnover rate, medical leaves, and external staff training.
- Summarized staff activities for Operations, Member Services & Accounting, and Technology.

## RECOGNITIONS

Mr. Kiger and Mr. McInaw presented plaques of appreciation to outgoing Board members:

- Mr. James Hagle, Verizon North LLC for 7 years of service. Mr. Hackney accepted the plaque.
- Mr. Ken Montanari, Verizon Business for 15 years of service. Mr. Hoover accepted the plaque.
- Mr. Rich Sandala, Crown Castle for 2 years of service. Mr. Stein accepted the plaque.

## OPEN DISCUSSION

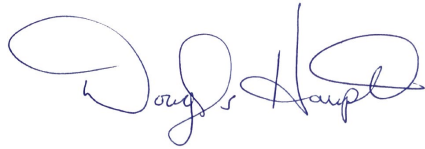
Mr. Kiger announced he would be celebrating 50 years of service in the one call industry this coming December and thanked the Board for their support over the years.

## ADJOURNMENT

- Mr. Ceraso made a motion to close all nominations and adjourn the meeting, seconded by Dr. Bolton.
  - o The motion carried unanimously.

The meeting ended at 11:00am.

Respectfully submitted,



Douglas Haupt  
Corporate Secretary

/emk/plm

Minutes Approved: January 29, 2025