

## **One-Call of Wyoming**

### **Minutes**

February 8, 2006

Parkway Plaza, Casper, Wyoming

A regular meeting of One-Call of Wyoming's Board of Directors was held in the Senate Room at the Parkway Plaza in Casper on February 8, 2006, at 10:00 a.m. In attendance were the following:

#### **BOARD MEMBERS PRESENT:**

1. Tim Hibbard – Municipal (WYDOT)
2. Wayne D. Johnson – Local Telephone Communications (Qwest) [via telephone]
3. Lowell Ray Anderson – Joint Powers Board/User Owned Water-Sewer-Air (Shoshone Municipal Pipeline) [via telephone]
4. Mark Ransdell – Gas Gathering and Transmission Pipelines (Questar) [via telephone]
5. Arnie Davis – Call-In Dig-In Safety Council (Crook and Campbell Counties)
6. Steve Loftin – Wyoming Contractors Association (71 Construction)
7. Russell Waldner – Carbon County Pipeline Association (Carbon Power & Light)
8. Daniel Thissen – Albany County Utility Coordinating Council (Bresnan Communications, LLC)
9. Dennis Lawrence – Wind River-Big Horn Basin Utility Coordinating Council (City of Riverton)
10. Ron Grandstaff – Liquids Pipeline Transportation (ConocoPhillips)
11. Justin Lesser – Central Wyoming Utilities Coordinating Council (City of Casper)
12. Don Swindle – Long-Distance Telephone Communication (Pacific Power)

#### **BOARD MEMBERS ABSENT:**

1. Bill Pettit – Gas Distribution (Montana-Dakota Utilities Co.)
2. Doug Malsom – Cable Telecommunications (Bresnan Communications)
3. Collens Wakefield – Electrical Distribution and Transmission (Cheyenne Light, Fuel & Power)
4. Jim Bunch – Utility Locates of Weston County (Black Hills Power)

#### **GUESTS:**

1. Candace Miles – One Call Systems, Inc.

#### **ALSO PRESENT:**

1. Tony Zettlemyer – Central Wyoming Utilities Coordinating Council (City of Casper)
2. Harry Williams – Executive Director
3. Judy Williams – Secretary

President Tim Hibbard called the meeting to order at 10:11 a.m.

President Hibbard asked for additions or corrections to the agenda. Russell Waldner moved, seconded Ron Grandstaff and carried, to approve the agenda.

The January 11, 2006, Board minutes were reviewed. Russell Waldner moved, seconded by Dennis Lawrence and carried, to approve the January 11, 2006, Board minutes as printed.

Tim Hibbard gave the financial report. After review, Russell Waldner moved, seconded by Lowell Ray Anderson and carried, to accept the financial report as presented and pay the bills.

Russell Waldner reported that the Carbon County Pipeline Association stated the first responder's public awareness presentation is March 23, 2006. They are printing wallet-sized cards with all Carbon County pipeline emergency numbers listed to be given to the first responders. They are trying to get something started with the Albany County Utility Coordinating Council.

Utility Locates of Weston County – no report.

Arnie Davis reported that the Call-In Dig-In Safety Council banquet will be February 16, 2006, and there have been a lot of money contributions.

Albany County Utility Coordinating Council – no report.

Wind River-Big Horn Basin Utility Coordinating Council – no report.

Justin Lesser reported that the Central Wyoming Utilities Coordinating Council dinner would be March 30, 2006. Russell Waldner moved, seconded by Dennis Lawrence and carried, to donate Central Wyoming Utilities Coordinating Council \$600 for their dinner. The Council will be sending a letter requesting the donation.

Due to Bob Park's resignation Russell Waldner moved, seconded by Justin Lesser and carried, to appoint Don Swindle to replace Bob Park's on the Board in the Long-Distance Telephone Communication group.

Mark Ransdell reported that the Uinta County Pipeline and Green River Basin Pipeline Associations have been having regular meetings. The damage prevention seminars will be March 21, 2006, in Rock Springs during the day for the Green River Basin Pipeline Association and March 22, 2006, in Evanston for the Uinta County Pipeline.

Lowell Ray Anderson reported there was nothing to report on the Secretary's report.

(Steve Loftin entered the meeting at 10:20 a.m.)

The 811 number was discussed. Russell Waldner presented a spreadsheet on the costs the 13 Wyoming telephone companies might impose on the switch over to use the 811 number. Qwest and CenturyTel have filed tariffs with the Public Service Commission. After discussion, the Board decided to not take action at this time. Russell was thanked for all the work he has done.

OCW had a booth at the Wyoming Engineering Society (WES) Convention and was also on the agenda for design/survey locate requests. Steve Loftin, Tim Hibbard, and Harry Williams represented OCW and explained different avenues that could be used. The attendees were not

aware of these avenues. The WES Board was going to meet after the session and get back to OCW. The general consensus of WES was not in favor of legislative changes in this area.

(Candace Miles entered the meeting at 11:00 a.m.)

Candace presented One Call Systems, Inc. Operational Report for January. There were 4,232 incoming calls and 25,683 outgoing messages. There were 3,795 routine tickets, 49 non-compliant tickets, 187 emergency tickets, 53 canceled tickets, 19 damage tickets, 49 no response tickets, 80 overwrite tickets, and 248 meetings scheduled. Average speed of answer was 19 seconds. The Wyoming telephone service was down one day and Pittsburgh took the calls.

(Candace Miles left the meeting at 11:20 a.m.)

There was discussion on locator training. Steve Loftin had contacted the Wyoming Contractors Association (WCA) with regard to liability insurance for their certification programs. They do not buy special insurance for the programs. They do not feel they are in much liability concern especially in cases where they bought the training material from someone else and the tests come from other places. They feel they are double insulated so they don't obtain specific insurance for that. Steve was asked to check with WCA to see if they would be willing to help OCW with locator training.

(Mark Ransdell left the meeting at 11:30 a.m.)

(Arnie Davis entered the meeting at 11:36 a.m.)

Harry presented a 2006 budget with a projected five percent increase and what was spent on 2005 advertising. PSC will start radio ads in March and will run through May. It was decided to determine what the reserve would be and go forward from there. Russell recommended setting a minimum reserve at \$400,000. Russell Waldner moved, seconded by Arnie Davis to invest \$200,000 in a 30-day account and \$200,000 in a six-month account. Any revenue over the \$400,000 will be used in advertising along with any other money that is available. The motion was amended to change \$200,000 from a six-month account to a one-year account. Motion carried as amended.

Russell Waldner moved, seconded by Wayne Johnson and carried, to send a Request for Proposal to in-state advertising agencies saying that we have \$100,000 to spend on advertising for 2006 and we want to reach as many excavators as we can. Give us an itemized proposal for how you are going to do that, allocating the money to print, radio and TV.

(Ron Grandstaff left the meeting at 12:00 p.m.)

Harry questioned if this means there will be no locator training and workshops for 2006. The consensus was that it was too late to do anything for this year.

Justin Lesser presented a list of contractors who are not following policies or procedures. Justin was asked if he talked to a particular contractor about the problems and he has. Harry was instructed to write a letter to that contractor.

In the next printing of our Excavator's Handbook, the wording about marking for locates in the last paragraph on Page 4 (October 2004 handbook) should be changed to say "shall" instead of "should". (Also, the NOTE on page 9 should be changed from "Whenever possible, it is suggested that the proposed work area be staked out or marked with paint." to "Whenever possible, the proposed work shall be staked out or marked with paint.")

Steve Loftin stated that a Cheyenne contractor contacted him and said all utilities had located for an excavation except Qwest, and when contacted, the Qwest representative was quite belligerent. The contractor knew there was a Qwest line and finally someone from Qwest came out and located the line. Wayne Johnson would like to have ticket numbers, dates, and etc. on all Qwest complaints.

The next Board of Director's meeting will be held on **WEDNESDAY, MARCH 8, 2006**, at the Casper Parkway Plaza.

With no more business to come before the board, Russell Waldner moved, seconded by Steve Loftin and carried, to adjourn. Meeting adjourned at 12:25 p.m.