

North Dakota One-Call Board of Directors Meeting

Meeting Date: February 2, 2012

The meeting was called to order by Chair Dale Robbins at 10:02 am at the NDARC Board Room at 3201 Nygren Drive NW, Mandan, ND.

Board Members Present:

Dale Robbins – Cable Television - Chair	Brenda Derrig – Cities over 5000 - Secretary
Dennis Kellar – Telecommunications – Vice-Chair	Mark Dougherty – Excavators
Don Frye – Cities Under 5000	Ron Ness - Electric
Jerry Blomeke – Rural Water – Treasurer	Mike Scheopp – Gas/Pipelines

Others Present:

Chad Olson – ND One Call Board Representative	Jim Holzer – One Call Concepts, Inc.
Bob Bachmier - PSC	Jack Butterfield – Hess Corporation
Joey Kitchens – Hess Corporation	Michelle Slyder – CHS Inc.
Don Johnson – WBIP	Steve Schmaltz – Enbridge Pipelines
Darrel Bunge – WSB, Enbridge Pipelines	
Todd Kranda – Kelsch Kelsch Ruff & Kranda, Alliance Pipelines	

Minutes:

Roll Call:

Board members and others present are listed above.

Agenda:

The agenda for the meeting of the North Dakota One Call Board of Directors was presented with the following changes:

- Item 8d was moved to Item 4.
- Item 8c was moved to Item 5.

Jerry Blomeke moved to approve the amended agenda. Don Frye seconded the motion. There being no further discussion the motion was called. Ayes all, motion approved.

Approval of previous meeting minutes:

Minutes of the November 16, 2011 meeting were presented for review and comment to the Board of Directors. Ron Ness made a motion to approve the November 16, 2011 meeting minutes as presented. Mark Dougherty seconded the motion. There being no further discussion the motion was called. Ayes all, motion approved.

Hess Corporation:

Representatives from Hess Corporation were present to visit with the Board to see if we have any concerns and to discuss their challenges. There was discussion on the One-Call process, IMAP, and updating the map information. Hess Corporation is making internal improvements to help with the process. Like other utility companies they are the excavator and the locator. There was discussion that Chad is a good resource for information. They have concerns on respot with the multiple sites and the contractor not at the location for multiple weeks. Dennis Kellar stated that respots are a financial burden for all utility companies. Hess Corporation will work with Chad to help educate employees. Michelle Slyder stated that they fly their assets weekly for inspection and to make sure that contractors are not excavating without a locate. Mark Dougherty explained the complaint procedures for North Dakota. Bob Bachmier stated that PSC has fined five contractors to date and has five complaints on his desk. Mark Dougherty stated that the one-call has taken away the communication between contractors and utility companies. Utility Companies should be reaching out to educate

the contractors. It was stated that someone had heard that Northwest Communication charges for respotting after 4 times. Bob Bachmier stated that pipelines are not allowed to charge for respots. Jack Butterfield stated that they are working to get drilling companies together to start tackling some of the issues. Michelle Snyder asked if we could broadcast an email to inform utilities and contractors of respot concerns. Jim Holzer stated that they could send a broadcast email out and steer one toward utility companies and the other towards contractors. Jim also stated that it would be good to get a local CGA group together to address issues. Ron Ness with the Petroleum Group would be a good contact to get the drilling contractors together.

Damage Prevention Dinners:

Michelle Snyder with CHS requested that the Board readdress the funding mechanisms for local Damage Prevention Dinners. In the western part of the state the utility owners have doubled and it is hard to reach out to the new companies to contribute to the Damage Prevention Dinner. Currently we contribute \$100 for Damage Prevention Dinners. Jerry Blomeke moved to raise contributions to \$500. Mark Dougherty seconded the motion. There being no further discussion the motion was called. Ayes all, the motion was approved.

Financial report:

Treasurer Jerry Blomeke sent the current financial statements for review prior to the meeting and handed out a transaction detail by account summary for review. The financial summary for January through December 2011 is as follows:

Total Income	\$165,548.26
Total Expenses	\$136,057.93
Net Income	\$ 24,490.33
Total Checking/Savings	\$293,641.97

Ron Ness stated that deposits were not on the print out. Treasurer Blomeke stated that he would email them out to the Board. He also stated that he will have the full Audit report for the May meeting. Don Frye moved to accept the financial report as presented. Ron Ness seconded the motion. There being no further discussion the motion was called. Ayes all, the motion was approved.

Approve Bills:

Chad Olson offered the current advertising expenses for payment which include the months of October, November, and December. Jerry Blomeke made a motion to approve payment of the advertising expenses as presented. Motion was seconded by Mark Dougherty. There being no further discussion the motion was called. Ayes all, motion was approved.

Center Operations Report:

Center Operations:

Call center activity was as follows:

October – December 2011	2010	2011	Total	% Change
Incoming Tickets	126,070	158,314	32,244	56
Outgoing Tickets	651,818	848,766	196,948	57

The incoming tickets represented above were split as follows:

Operators Calls	16%
Excavator Calls	73%
Homeowner Calls	11%

Types of locate requests were as follows for the fourth quarter of 2011:

October – December 2011	% Total 2010	% Total 2011
Routine	71.7 %	74 %
Emergency	3.8 %	4 %

Update	24.5 %	22 %
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Methods used to request locates were as follows for the third quarter of 2011:

Call Method	Number	% of Total
Fax	2,477	5.8%
ITIC	15,788	36.9%
Operator Ticket	24,568	57.3%
Total Tickets	42,833	

Hold times for the fourth quarter averaged 31 seconds and processing times averaged 7.1 minutes. Jim Holzer will do a breakdown of locates by county and send it out to the Board Members.

Advertising Report:

The 2011 NDOC advertising expenditures are as follows:

Budget Items	Total to Date	Budget
Promotional Items	\$20,122.48	\$18,000.00
Magazine & Other Print	\$14,499.56	\$8,000.00
Trade Shows	\$6,000.00	\$8,000.00
Radio-Billboard-TV Advertising	\$76,100.98	\$76,000.00
Total of Items to Date	\$116,723.02	\$110,000.00

Chad Olson stated that he went over in promotional items, safety glasses, but they will last for a couple of years. He was also over budget on magazine & other print due to additional ads and pamphlets. Ron Ness asked about the Farm & Ag advertisement with Chad stating that he is trying to get information out to farmers and land owners. Mark Dougherty asked to see what that ad looks like. Ron also inquired about Metro Marketing line item, which Chad stated he placed ads in Bismarck City Maps. Mark Dougherty stated that those are mostly used by visitors and there are better places to use our money.

Pipeline Safety Grant Update:

Bob Bachmier stated that Pat Fahn has not heard on the 2012 Grant Application. He requested \$10,000.

Damage Prevention Presentations/Exhibit/Meeting Updates:

Chad Olson provided an updated schedule for his 2011/2012 meetings and exhibits. Chad Olson stated that he tried to get into the Williston Basin Conference, but it filled up in about 17 minutes and he couldn't get a booth.

PSC Enforcement Case File Update:

Bob Bachmier stated that there are 6 open cases. Jerry Blomeke asked if they are getting to the public hearing. Bob stated that the majority are being paid.

Old Business:

November 16th Action Items:

- Chad Olson stated that he was in error at the previous meeting in the difference of cost for the One-Call manual books. The cost increased \$300.32 in two years. The Board felt that was acceptable.
- Chad is looking at opportunities for the new advertising budget line item for the website advertising.
- The Rural Water Conference dates are February 15th & 16th.
- The NDOC Board has received the reimbursement for the website maintenance billing.
- Secretary Brenda Derrig state that the RFP was advertised in the Forum and Bismarck Tribune and emailed out to three known interested vendors.
- Treasurer Jerry Blomeke purchased the gift for Ed Williams and the Audit is in process.

Actions items from November 16, 2011 have been completed.

New Business:

RFP review/renewal:

- Jim Holzer gave a short presentation. Part of the new proposal would be offering a discount after a certain trigger point. The Board questioned if there would be confusion with the utility companies and contractors as to why the cost is different. The ticket price could remain the same with the additional money contributing to the advertising budget. Mark Dougherty moved to approve the proposal from One Call Concepts. Jerry Blomeke seconded the motion. Dennis Kellar asked if the ND One Call Handbook published the prices. Chad Olson stated no. There was no decision on what to do with the ticket discount. The Board decided to look at the ticket discount and return in May with options. Ayes all, the motion was approved.
- Jim Holzer stated that MGH their advertising company would be willing to come and visit about new advertising concepts. Mark Dougherty stated that we should complete the RFP process and then we can research possibly moving to a new advertising company.

Alliance Pipeline

Representatives from Alliance Pipeline visited to discuss the next Legislative Session and possible amendments to the One-Call Law. Todd Kranda stated that they are hoping to get North Dakota inline with the 9 PHMSA steps. Jerry Blomeke complimented them with coming to us prior to introducing new legislation. Dale Robbins asked about positive response. Jim Holzer stated that less than 2% of the contractors actually use positive response. NTMS is now being offered for free so there is a possibility of positive response even though it is not legislated. There was also discussion on white lining. Ron Ness stated that it is great for Utility Companies but adds quite a bit of work for the contractor. Jerry Blomeke and Ron Ness stated that both positive response and white lining are good things, but are hard to enforce. Todd asked if there was an alternative to white lining, maybe a mapping option. Mark Dougherty stated that there needs to be better definition of white lining. Jerry has heard complaints about driving far for white lining. Ron Ness asked if these two items will improve safety or just meet the 9 PHMSA steps. There does not seem to be a lot of support for white lining. Mark Dougherty reiterated that a local CGA group would be a good entity to move some of these items forward.

February 2 Action Items:

Dale Robbins:

- Work with Jim Holzer on verbiage for utility and contractors regarding respots.
- Work with Jim Holzer to get ticket savings information out to Board Members.
- Invite MGH to May 10, 2012 meeting

Upcoming Meetings:


<u>Date</u>	<u>Time</u>	<u>Type</u>	<u>Location</u>
August 9, 2012	10:00 AM	Regular	NDAREC Board Room
November 8, 2012	10:00 AM	Regular	NDAREC Board Room

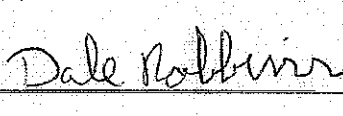
There being no further business to come before the board the meeting was adjourned.

Submitted by:

Brenda Derrig, Secretary

Dale Robbins, Chairman

Signature: 

Signature: 

Date: 8-2-12

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