

# Maryland Underground Facilities Damage Prevention Authority

## MINUTES OF MEETING OF AUTHORITY

Wednesday, September 3, 2014

### Agenda Items 1 & 2:

The meeting was called to order by Authority Chairman, Kevin Woolbright at 9:02 am in the Miss Utility One Call Center, 7223 Parkway Drive, Hanover, MD 21076. In attendance were Authority members Kevin Woolbright, Tom Hastings, Tom Baldwin, Tom Hoff, Art Bell, Walter Gainer, Marcia Collins, Veronica Davilla Steele and Bernard Cochran, Exec. Dir. Jim Barron and Bruce Bereano were also present. Guests included Vince Healy and Mark Hamerick, Verizon, Joe Shelton, B.F. Joy, Jim Hall, Don Jones, Washington Gas, Dora Parks and Matt Ruddo with Miss Utility, Antonio Lucerno, C&M Contractor, Inc. Services, Mike Mundorf, M&M Sediment Control Contracting, Inc., Joe Beuchert, Beuchert Excavating, Inc., Marc Haines, BGE and Tom Israel, Dominion Transmission.

A statutory quorum was present.

### Agenda Item 3: (Handouts)

#### Approval of Minutes:

- Minutes for the July 2, 2014 meeting were presented, Member Bell motioned for approval, and Member Baldwin seconded the motion to approve carried by acclamation.
- Minutes for the August 6, 2014 meeting were not available.

### Agenda Item 4: (Handouts)

Authority Treasurer Report: The General Account and Education /Outreach Account Financials were handed out and Exec. Dir. Jim Barron gave an overview of both accounts. Member Baldwin asked if the attorney's fees are recoverable. Mr. Barron indicated that the attorney's were not sure if the authority could do so. The motion to approve carried.

### Agenda Item 5:

#### Cross Bore Issue:

Bruce Bereano, representing Washington Gas reported that he had been in touch with ABC's lobbyist, has an upcoming meeting with the DLLR point person for the state Plumbing Board in order to get the issue in front of them and also the lobbyist for the Homebuilders. Hopefully he will have full endorsement from these parties by the October meeting at which time the authority can vote on whether to move forward with the legislation.

Chairman Woolbright opened the floor to discussion. Being no further questions the Chairman closed the discussion.

### Agenda Item 6: (Handouts)

#### Scheduled Hearings: (a. through c.)

NPV #1322 – Washington Gas vs. M&M Sediment Control Services. The alleged violation was a “no location request”. The recording and hearing began at 9:15 a.m. Chairman Woolbright instructed the parties on the hearing process, including making reference to the MD. D.C.

Damage Prevention Guide, which will be referred to during the hearing. The Chairman swore in Don Jones, Washington Gas and Mike Mundorf, president of M&M Sediment Control Services. Exec. Dir. Jim Barron was also sworn in.

Exec. Dir., Barron introduced into evidence NPV #1322, September 3, 2014 Hearing, Evidence Log (exhibits #1 through #14). The Board Chairman ordered the Exec. Dir. to enter the exhibits into the record. The Executive Director then presented the findings of his investigation into NPV#1322 and the accompanying evidence of violation to the board.

Barron stated that damage occurred to a ¾ inch gas line on September 25, 2013, 2013 at 5007 Landons Bequest Lane, Bowie, Maryland 20720. In addition, Barron stated that there was no record of a ticket request for that address at any time during for either M&M or a sediment control operation. The search was conducted between September 1, 2013 and October 31, 2014.

Mr. Mundorf stated that they would not dispute that the damage was done by his crew. He explained that the damage was caused by an operator that was a new employee. He was ordered to cut-in a driveway by his superintendent and proceeded to do so.

Chairman Woolbright opened the floor to discussion:

Member Bell asked Mundorf if there were marks present on the ground. Mundorf stated that he was not aware of any. Bell went on to ask when the silt fence was installed answered that his division is not responsible for silt fence installation, and that he believed the silt fence was not installed by M&M. Bell asked the Exec. Dir. How many tickets had been filled by M&M. Barron responded that 275 tickets were on file for M&M between 8/29/ 013 through 8/29/2014.

Bell again asked Mundorf if he had ever called a ticket in on that lot. Mundorf responded that he was not aware. He further stated that he assumed that a ticket was called in from the field. Member Gainer asked why there was equipment at the site. Mundorf stated that the Cat 953 loader was on-site to load a dump truck from a stock pile.

The Chairman asked M&M if they needed to hear the evidence of violation from Washington Gas. Mundorf stated he did not, since he agreed that M&M was responsible for the damaged gas line. With no further questions or comments the Chairman instructed the probable violators of the next steps and referenced the Miss Utility law page 32, title 12-113 – Hearing Process; Section (e) Letter of Decision and that M&M had the right to appeal the decision within 30 days of receiving their decision. The hearing for NPV #1322 was called to a close by Chairman Woolbright at 9:35.

NPV # 1323 – Washington Gas vs. M&M Sediment Control Services. The alleged violation was a “no location request”. The recording and hearing began at 9:40 a.m. Chairman Woolbright instructed the parties that they were still under oath. Don Jones, Washington Gas and Mike Mundorf, president of M&M Sediment Control Services and Exec. Dir. Jim Barron were the representing parties.

The Exec. Dir. noted that this was a 2<sup>nd</sup> “no ticket “violation at the same address as NPV #1322.

And that additional damage occurred to the same gas line cited in NPV #1322. This damage occurred on October 8, 2013. The Chairman asked M&M if they had an opening statement to make regarding this new NPV.

Mundorf of M&M explained that they were called to 9007 Landons Bequest Lane, Oxon Hill, Maryland approximately two weeks later after the initial damage they were asked to continue grading the same driveway (NPV #1322). When the M&M superintendent inquired about the gas line issue, he was told by the NV superintendent, Kirk Pershing that the line had been shut off and that Washington Gas would relocate the line after the driveway was completed and new ticket would be called in at that time.

There were no additional markings made at that time, only the marks made during the September 25, 2013 repair by Washington Gas. The NV Superintendent asked M&M to move the disconnected gas line, which they attempted only to discover that the line was still connected to the main. Washington Gas was then called for an emergency repair. Mundorf of M&M took full responsibility for what occurred.

Chairman Woolbright opened the floor to discussion:

Member Bell asked why there were no tickets called in after the September 25, 2013 break and noted that this was the second no call violation within two weeks at the same location. Bell went on to ask Mundorf about his familiarity with the "Miss Utility" law. Mundorf indicated that they should have waited until the gas line was relocated, but preceded under the mistaken assumption that the line was dead. He said it was bad judgment on their part. Mundorf was asked if any re-education had taken place with his employees on the "Miss Utility" law. Mundorf responded that they had and that they have been told to call in for tickets if there are no marks present at the site.

The Chairman asked Mundorf if he wished to be presented with the Washington Gas evidence and again he stated that they are not disputing the damage. He also stated that the operator on October 8, 2013 was different, that they should have called in a ticket and that they do hand dig test pits as standard procedure. He stated that this was an unusual occurrence and welcomes the opportunity for more education on best practices. Member Baldwin also noted that there was no ticket for silt fence installation.

The Chairman asked Mundorf if they moved the line for NV Homes. He said they did, because NV Homes told them it was abandoned and needed to be taken out. Member Hoff questioned Mundorf about what his operators take into the field (i.e. ticket numbers, awareness of markings). Mundorf responded that they are not given ticket numbers, but they know where the utilities are. At this point, Exec. Dir. Barron suggested to the Chairman that M&M be given the Washington Gas evidence as part of due process, in case they should like to appeal. The Chairman agreed.

The Washington Gas representative, Jones was asked what the protocol is for moving one of their lines. He stated that it was illegal to move lines unless a company is certified. The move must be formally requested, a Washington Gas engineer will be sent to the site to evaluate and make recommendations. Once the move request is approved a certified contractor would then come out and do the work.

There being no further testimony, questions, or comments Chairman Woolbright called the hearing to a close and the recoding was stopped at 9:56.

NPV #1723 – Dominion Transmission vs. C&M Contracting. The alleged violation was a “no location request”. The recording and hearing began at 10:02 a.m. Chairman Woolbright instructed the parties on the hearing process, including making reference to the MD. D.C. Damage Prevention Guide, which will be referred to during the hearing. The Chairman swore in Tom Israel, Dominion Transmissions and Antonio Lucero, president of C&M Contracting Exec. Dir. Jim Barron was also sworn in.

Exec. Dir., Barron introduced into evidence NPV #1723, September 3, 2014 Hearing, Evidence Log (exhibits #1 through #12). The Board Chairman ordered the Exec. Dir. to enter the exhibits into the record. The Executive Director then presented the findings of his investigation into NPV#1723 and the accompanying evidence of violation to the board. Barron stated that this was a no damage violation which occurred on February 24, 2014, at 10216 Warfield Street, Lot #32, White Plains, MD. The Exec. Dir. added to the record that this was a 2<sup>nd</sup> no ticket violation for C&M, the 1<sup>st</sup> NPV 284 occurring on August 7, 20113 on a Ryan Homes project. Barron asked Lucero if he received the NPV package which he agreed he did. Barron noted that this NPV happened before the practice of certified mail for infractions was utilized.

The alleged violation occurred when a crew from C&M installed a super silt fence adjacent to a Dominion Transmission right-of-way, which runs behind and along side 10216 Warfield Street and contains two (2) 36 inch high pressure gas lines. Upon review, the Exec Dir. could find no evidence of a ticket request prior to the 24<sup>th</sup> of February. However a ticket request was made on February 27<sup>th</sup>. The ticket request would not have become active until March 3, 2014 and expired March 17, 2014. It was clear that all work had been done prior to March 3<sup>rd</sup>.

Chairman Woolbright asked C&M for comments regarding this current NPV. Lucero stated that his crew was on the site on or about February 24<sup>th</sup>. He stated he was out of the country at the time and was not sure of the dates. The C&M crew was directed to install the super silt fence in that location by the Ryan Homes superintendent. After the initial installation, Ryan Homes were directed to call Dominion Transmissions regarding the fence. On February 25<sup>th</sup> at approx. 2:00 p.m. it was discovered that the silt fence had been moved, again with no ticket in place. A ticket was eventually called in by C&M.

Chairman Woolbright opened the floor to discussion:

There was general discussion and question from the board regarding when the photographs were taken and when the yellow flags shown in one of the exhibits were placed, and questioned the time-line of the silt fence installation. Members Bell, Baldwin and Collins participated in this discussion. Exec. Dir. Barron stated that there was no time stamp on any of the photographs. It was suggested by the Chairman that the information might be available on the jpeg file.

Member Bell also asked if there were any marks present at the site when the work began, and was a test pit dug. He also asked if C&M and its employees were aware of the “Miss Utility” law. Lucero stated that no test pit was dug and that the initial location was okayed by the Ryan superintendent as well as the relocation site. (Note: once Dominion became involved the fence was moved a 3<sup>rd</sup> time). Lucero stated that they are aware of the law and that they made a

mistake. They also operated under bad information from the developer and that they tried to do the right thing by ordering the February 27<sup>th</sup> ticket.

Dominion indicated that he had nothing more to add other than the C&M crew was very cooperative. Israel also stated that he is aware of the pressure put on subcontractors to rush work and cut corners. Discussion from the board ensued about federal law governing these pipelines because of the potential for disaster. The lines in question were coated steel, 36" high pressure pipes carrying gas vapor at 1000psi. Even though the line was not broken, a nick in the coating could eventually be affected by an electrical charge going to ground, which could lead to a pipe failure at a later date. Member Bell also inquired if Dominion is notified when a ticket request shows a conflict. Israel stated that the system they use does not provide them with that information. Exec. Dir. Barron offered that between September 2013 and August 2014 C&M had only four (4) tickets pulled, which included the February 27<sup>th</sup> ticket.

There being no further testimony, questions, or comments Chairman Woolbright called the hearing to a close. The recording was stopped at 10:49.

NPV #1724 – Dominion Transmission vs. Beuchert Excavating. The alleged violation was a “no location request”. The recording and hearing began at 10:58 a.m. Chairman Woolbright instructed the parties on the hearing process, including making reference to the MD. D.C. Damage Prevention Guide, which will be referred to during the hearing. The Chairman asked if Beuchert Excavating had received the NPV packet, Beuchert verified he had it in his possession. The Chairman swore in Joe Beuchert, Pres. Beuchert Excavating, Inc. Mrs. Isreal and Barron remained sworn.

Exec. Dir., Barron introduced into evidence NPV #1724, September 3, 2014 Hearing, Evidence Log (exhibits #1 through #13). The Board Chairman ordered the Exec. Dir. to enter the exhibits into the record. The Executive Director then presented the findings of his investigation into NPV#1724 and the accompanying evidence of violation to the board. Barron stated that this was a no damage violation which occurred on February 24, 2014, at 10216 Warfield Street, Lot #32, White Plains, MD. The Exec. Dir. added to the record that there was an initial error in the date of the probable violation. The date was corrected from January 24, 2014 to February 24, 2014. Barron asked Beuchert if he received the NPV package which he agreed he did. Barron noted that this NPV occurred before the practice of utilizing certified mail for infraction notifications.

The alleged violation occurred when a crew from Beuchert excavating began clearing and grubbing, lot #32, 10216 Warfield Street Exec Dir. could find no evidence of a ticket request prior to the 24<sup>th</sup> of February. However a ticket request was made on February 27<sup>th</sup>. The ticket request would not have become active until March 3, 2014 and expired March 17, 2014. It was clear that all work had been done prior to March 3<sup>rd</sup>. The probable violator claimed that work began on the site on February 27 and continued through the 29<sup>th</sup>; and again on March 1, 2014 through the 5<sup>th</sup> of that month.

After executing a ticket serve between the dates of February 1, 2014 through March 31, 2014, four (4) tickets were found for Lot #32, 10216 Warfield Street; two (2) of the tickets in the name of Beuchert Excavating. Neither of the two tickets were active at the time of the alleged violation. The Exec. Dir. added that a statement was received from Dominion Transmission which said there was no damage or encroachment on Dominion’s facilities. That the alleged violator was working for Ryan homes, and was observed clearing the wooded lot #32 at 10216 Warfield

Street for a future home site. The contractor did not have a Miss Utility ticket. The lot in question borders Dominions NG pipeline ROW.

Chairman Woolbright asked Beuchert Excavating for comments regarding NPV 1724. Beuchert stated that he owns a mulch and topsoil business and that he contracts with Ryan Homes for clearing and grubbing. He stated that he falsely assumed that there was an active ticket in place since another contractor had begun clearing the site and a tree removal company had felled two trees adjacent to the house next to Lot #32 and placed them on Lot #32 for removal; and the Ryan superintendent stated that there was an active ticket for that site.

Beuchert went on to say that once he had received the notice of probable violation and read the materials provided him by the authority he realized that he was not clear on the definition of "demolition". He now knows that the moving or removal of debris constitutes demolition. He also said that upon learning this, he informed his crews that in all future clearing and grubbing work must have a valid ticket before work can begin. He admitted his guilt and confessed that he clears 250-300 lots a year and has never applied for a ticket.

Chairman Woolbright opened the floor to discussion.

Member Bell inquired about the dates and when the contractor was observed. Exec. Dir. suggested that Dominion might have that answer. Member Baldwin stated that he was pleased that Beuchert had taken the time to study the excavators guide, but stated that a subcontractor cannot work under another contractor's ticket. Beuchert stated that the lot in question was originally a wetland and that the original contractor who was clearing the lot got bogged down in heavy mud.

Beuchert was asked by Ryan to come in with his 953 Track Loader and finish the job. Beuchert stated that they do call in tickets for digging. Member Baldwin stated the stump pulling was very risky since the roots can grow around adjacent facilities. Beuchert stated that he would welcome more training and was pleased that the training could occur at his yard. Beuchert waived hearing the evidence from Dominion and asked that the board consider leniency with the fine. The Exec. Dir. gave Dominion's evidence to Beuchert in case he might need it for an appeal at a later date.

There being no further testimony, questions, or comments Chairman Woolbright informed Beuchert of the next steps in the process and called the hearing to a close. The recording was stopped at 11:58.

Agenda Item 7:

Hearing Discussions and Decisions:

NPV #1322 - Washington Gas vs. M&M Sediment Control. \$2000 fine and mandatory training recommended. Member Hoff inquired about the difficulty in contacting this company. The Exec. Dir. stated that the packet went certified mail and was signed, but M&M did not get back to the authority. He made a visit to their operation, no one was there. On the second visit he was able to speak to the other owner, his brother Ben.

Member Bell wanted to know if M&M's two violations would be held together. The Chairman stated that they would be taken separately, as it was the fair thing to do. Member Bell recommended that the fine be reduced to \$1000 plus training. Member Cochran seconded the motion. The vote was three (3) for and five (5) against. The motion to reduce the fine failed. The

fine will stand at \$2000 plus mandatory training. The Chairman closed the discussion on NPV #1322.

NPV #1323 – Washington Gas vs. M&M Sediment Control. This is a second no ticket violation. The recommendation is for \$4000 fine and training. Member Bell inquired about the second training session. Member Baldwin commented that the entire company should be trained. However the Exec. Dir. stated that the statute does not provide for all employees to be trained. Baldwin said that there were two different crews at two different times which indicates a need for more employees to be trained. The Exec. Dir. quoted from the notification of probable violation letter regarding who should be trained.

“Employees for training should include but not be limited to owners, partners, office personnel who specifically interact with Miss Utility or who train individuals to interact with Miss Utility, estimators, project managers, field superintendents and foremen, crew leaders, equipment operators, laborers, especially those who might hand dig with shovels, picks, digging bars and other employee that be exposed to underground facilities.”

Member Baldwin suggested that training should be concurrent, but there be no reduction in fine since this was the second violation in two (2) weeks. Member Bell wanted to make sure that everyone receive training. The Exec. Dir. stated that by statute training must be completed or a company would be in non-compliance and eligible for another \$2000 fine. A motion was made to keep the fine at \$4000 with the caveat that subsequent training be for all employees at the M&M facility.

NPV #1723 – Dominion Transmission vs. C& M Contracting. This is a second no ticket violation. The recommendation is for a \$4000 fine plus training. Member Baldwin stated that this was the second violation within a year, the original having occurred on September 11, 2013. As a result no reduction should be made. Member Cochran reminded the board that the fine for the first violation had been reduced. Member Hastings noted that the first round of training didn't appear to work. Member Bell asked when the training occurred and was told that training was conducted immediately after the violation, but that only two (2) of nine employees were trained. A motion to leave the fine at \$4000 with additional training carried unanimously. The Chairman closed the discussion of NPV #1723.

NPV #1724 – Dominion Transmission vs. Beuchert Excavating. This is a no ticket violation. The recommended fine is \$2000 plus training. Member Baldwin stated that the owner had taken positive steps to educate his employees and correct their procedures and recommended that a reduction of the fine of \$500. There was a motion to fine Beuchert Excavating \$1500 with training was seconded. The motion carried with 8 members in favor and one (1) member opposed. The Chairman closed discussion of NPV #1724.

Agenda Item 8:

Appeals:

The Executive Director stated there were no further updates pending appeals cases NPV #316a,316b, 408, 411a & 411b (Pinpoint/WSSC) hearing postponed to October 20, 2014 @ 9:00 a.m., AACo Circuit Court.

Reliable Contracting NPV #283 has been moved to the MD Court of Appeals, no hearing date has been set.

Agenda Item 9:

Post Hearing Up-dates:

NPV #285 – Training reminder letter sent 8/21/14

NPV #1089 – Have made two \$500 payments, but are now behind on the 3<sup>rd</sup> scheduled payment. (The board motioned to table further discussion on this issue until the October meeting).

NPV #1199 – Sent a certified “don’t ignore us” letter on 8/21/14. Could become a collections issue.

NPV #1304 – Training reminder letter sent 8/21/14

NPV #1310 - “ “ “ “ “

NPV # 1311 – “ “ “ “ “

NPV #1318 – “ “ “ “ “

NPV #1449 – Fine paid 7/8/14. Training scheduled for 9/25/14.

NPV #1599 – Training reminder letter sent 8/21/14

NPV #1677 – Decision letter was sent 8/12/14, signed on 8/23/14, but no response as yet.

NPV # 1799 – Fine has been paid, have completed training and attended the August DPC meeting. (This NPV can now be closed)

NPV #1872 – Fine paid 8/27/14, training not yet scheduled.

Agenda Item 10:

Post Review/Pre hearing updates:

NPV #1005 – Board recommends subpoena.

NPV #1216 – Hearing scheduled for November 5, 2014.

NPV #1446 - Pursuing a subpoena.

NPV #1483 - Fine paid 8/29/14, training not scheduled as of this date.

NPV#1497 – Subpoena

NPV #1589 – Hearing scheduled for 10/8/14 meeting.

NPV #1834 – Hearing Scheduled for November 5, 2014.

NPV #1853 – Hearing scheduled for November 5, 2014.

NPV #1864 - 2<sup>nd</sup> letter sent certified on 8/18/14, signed 8/22/14.

NPV #1870 – Training reminder letter sent 8/21/14.

NPV #1873 - Have accepted fine and training, still waiting to schedule training.

NPV #1874 – 2nd letter sent certified 8/18/14, signed on 8/21/14.

NPV #1954 – Acceptance letter and invoice sent 8/27/14

NPV #1955 – 2<sup>nd</sup> recommendation letter sent certified 8/18/14, signed 8/25/14.

NPV #2130 – Have waived the right to a hearing will accept training, no fine has been paid to date. (Note: This was undeveloped land with paint flags all over it.)

Agenda Item 11: (Handouts)

NPV's for Review and Findings by the Authority:

NPV #1841 – \$2000 + Training – Carried by acclamation (Pinpoint issued a clear no conflict on this ticket, even though the contractor was working on WSSC meters, Pinpoint updated the ticket, which is considered a new ticket and marked the same address once they were informed

that this was a WSSC contractor. This appears to be an ongoing issue that needs to be resolved by WSSC).

NPV #2292 - \$2000 + \$1000 + \$1000 + Training – Six in favor, the motion carried. (Note: There were actually three (3) violations, add clear evidence to the finding).

Agenda Item 12:  
Still Investigating:

NPV #1765 – All responses have come back. Will finish research and present for review at the October 8<sup>th</sup> meeting.

NPV #1871 – Sent a copy of probable violation letter to the sGrinnel resident agent 7/9/14. No response to-date.

NPV #1993 – Rustler Construction is deciding whether to pull the NPV or go forward with it.

Agenda Item 13:

New NPV's for Research and Review:

Please refer to September 3, 2014 Agenda for list of new NPV's

Agenda Item 14: (Handouts)

Non-member Updates:

Norfolk Southern Railroad: Bruce Bereano is going to attempt to address this through their lobbyist. Exec. Dir. is playing phone tag with the Norfolk Southern attorney.

MML & Municipalities:

- Town of Myersville – Member of Miss Utility, but not marking their facilities. A letter was sent 8/12/14 (enclosed with agenda packet). The town has a 100% response rate, but all are clear not conflict. MML representative Jim Peck wants the authority to go after the marking company even though the town is a Miss utility member and owns utilities. The board wants to see the town's actions before any other measures are taken.
- Town of Pocomoke City – Member of Miss Utility but not marking facilities. Letter sent 8/12/14. (enclosed with agenda packet). The town claims they marked the facility last year and doesn't feel they need to again. They also want refunds from OCC for no response. There is no NPV, but the authority is seeking clarification.
- Town of Funkstown – Not a Miss Utility member and refusing to mark their facilities. Say they won't fix any broken facilities if hit by a contractor. They were sent a certified letter 8/8/14 and are in the process of joining Miss Utility.

Agenda Item 15: (Handouts)

Old Business:

- Fining Matrix – Executive Director Barron discussed the model fining matrix. The matrix was derived by using a case study NPV. Barron assigned a weighting system to the matrix using arbitrary percentages as a baseline. The matrix is based on criteria in the Virginia model. Barron stated that being able to weigh objectively is not possible and that a subjective approach was more workable. Barron walked the board through the various articles of the Damage Prevention Act showing which sections referred to fines and the areas in which fines can be imposed. There was general discussion on the discounts that

have been assigned over the past year and a half. There was consensus that there needs to be more consistency in the discounts so that a precedent is not created and becomes the basis of an appeal. Some members feel there should be three scenarios for fine reductions. 1) Extenuating circumstances 2) History 3) Seriousness i.e. damage. The Exec. Dir. asked that the board use this initial model as “food for thought” and that members send comments back to him for review. Member Collins noted that it is imperative that there is consistency or there could be challenges. There needs to be a baseline for guidance was the general consensus.

- Revenue Stream – Awaiting the outcome of the 10/9/14 stakeholders meeting.

#### Agenda Item 16:

##### New Business:

- Revenue Committee will meet immediately following this meeting.
- The filing fee is now in place as of June 20<sup>th</sup>. Since then seven NPV's have been filed.
- Member Cochran asked that members responding to the Exec. Dir. not use “reply to all” as it creates too many emails.
- Member Baldwin asked that in the interest of educational outreach the board approve a green and tee sponsorship for the AUC/PWCA Annual Golf Tournament. It will cost ~ \$200. This is a good opportunity to reach out to contractors etc. The board passed the motion by acclamation. The Exec. Dir. will contact the AUC Exec. Dir. to make arrangements.

#### Agenda Item #17:

##### Future Meetings:

The next meeting is October 8<sup>th</sup>. Four (2) NPV hearings are currently scheduled. Meetings are also scheduled for November 5, 2014 and December 3, 2014

There being no further discussion or business of the Authority, the meeting was adjourned at ~ 1:15 p.m.

Respectfully submitted by: Susan Stroud