



Maryland Underground Facilities Damage Prevention Authority
Authority Open Meeting Minutes
Wednesday, April 10, 2024

Agenda Item 1

Call to Order/ Welcome:

The meeting was called to order by Chair, Jimmy Jennings at 9:03 a.m. The meeting was conducted via Zoom. The Chair then turned the meeting over to the Executive Director.

Agenda Item 2 & 3

Introductions & Roll Call Attendance

The Recording Secretary conducted a roll call attendance of the Authority members. In attendance were Authority members: David Gaines, Marc Haines, Jennifer Arroyo, Jimmy Jennings, Bahareh Inanloo, David Wilkins, Keith Dill & James Dudley. Mickey Beall was absent. The Executive Director, Jim Barron and Susan Stroud, the Recording secretary was also present. The Recording Secretary informed the Chairman that there was a quorum.

Agenda Item 4

Approval of Minutes:

The Authority reviewed the minutes from the February 14 2024 open meeting. There were no amendments made to the minutes. Member Gaines made a motion to approve the minutes. Vice-Chairman Wilkins seconded the motion. The motion carried by acclamation.

Agenda Item 5

Approval of Quarterly Financial Reports:

The Executive Director provided the combined financial statements for January, February & March 2024. He reported that the January Operating Account had a balance of \$251,576.92 and, the January Education and Outreach Account had a balance of \$121,198.51. There were \$5,230.00 in fines collected in the month January. In February, the Operating Account had a balance of \$236,999.99 and the Education and Outreach Account had a balance of \$124,337.32. There were no filing fees in February and \$3,160.00 in fines were collected. The March Operating Account had a balance of \$236,623.63. There were \$200.00 filings fees collected and \$3,598.00 in fines received and a balance of \$127,914.13 was in the Education & Outreach fund.

In addition, year-to-date (February 2024) revenue from the 5 Cent per outgoing ticket surcharge is \$16,210.65.10, which is \$1213.40 than the same period in 2023. There were no legal expenditures in the 1st quarter. Vice-Chairman Wilkins made a motion to accept the 1st Quarter financial reports, which was seconded by member Dudley. The motion carried by acclamation.

Agenda Items 6,7 & 8

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| # 6 | Old NPV's- Pending formal hearings – Not Scheduled To-date. |
| NPV 29916 | <p>NPV# 29916 – DXI (Old Dixie) vs. BGE Location: 9250 Judicial Way, aka, 9250 Bendix Road, Columbia, MD Alleged Violation 11/19/19 1. §12-126 (b) (1) – Failure to mark within 18 inches</p> |
| NPV 30088 | <p>NPV# 30088 – Gaines and Company vs. BGE Location: Trotters Knoll @ Wendy Court, Trotter Chase, Ellicott City, MD Alleged Violations 12/19/19 – That BGE failed to follow the appropriate marking guidelines set for in: §12-126 (a) (1) – Failure to mark if facility is within 5 feet of the proposed excavation §12-126 (b) (1) – Failure to mark within 18 inches of facility §12-126 (c) (1) – Failure to report “Marked” to the Information Exchange System at Trotters Knoll & Wendy Court, Trotter Chase, Ellicott City MD on December 19, 2020, the date of the incident</p> |
| #7 | New NPV's for Research & Review = 15 |
| | <p>Categories of Probable Violations: 8 Marking 8 No ticket 3Due Care <i>1 under the Post 3/11/22 Statute</i> <i>18 under the Post 6/01/22 Statute</i></p> |
| #8 | New NPV's for Authority Review (closed executive session) |
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| NPV# 32338 | Theresa Kurtz vs. Nancy T. Briscoe Location: 19030 Beallsville Road, Beallsville, MD 20839 No ticket & Due Care Violations §12-124 (a) – No Miss Utility Ticket – 1 st Offense §12-127(a) – Performing an excavation without notice from the owner-member or the contract locator. §12-127 (c) (1) – Failure to have a copy of the One-Call ticket on site. §12-130 (b) (1) (iv) – Failure to assume liability if a damage occurs. |
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Agenda Item 9

Old Business:

PHMSA Grant – Susan is preparing the PHMSA Grant which is due today, April 10, 2024. The 2024 grant application is for \$45,000.00 to offset the cost of updating the case management system and upkeep on the authority’s apps.

Case Management System – The Deputy Director gave a presentation regarding the revamping of the Authority’s current Case Management System (CMS). She walked the members through the proposal submitted by Semaphore Mobile, who also created the Authority’s website. The contract details will be discussed further during the closed executive session.

Agenda Item 10

New Business:

PHMSA Adequacy Evaluation – The deputy Director is preparing the response for the 2023 Adequacy Evaluation, is due on May 10, 2024. Last year the Authority was deemed adequate with a score of 258, which is the highest achievable score.

Construction Angels - A drive has begun to raise funds for the families of the workers killed on the Francis Scott Key Bridge Collapse on March 26, 2024. One year ago, the Authority contributed \$6,000 for the workers who were killed in the March 22, 2023 I-695 construction median accident. Member Dill also mention that a Dorchester County construction worker was also killed last month and suggested that funds be allocated for his family as well. The Authority unanimously approved contributing \$7,000.00 to the Construction Angels efforts in Maryland.

Agenda Item 11

Adjournment and Move to Executive Session

A motion was made to adjourn the April 10, 2024 Open meeting was made by Treasurer Arroyo and seconded by member Dill. The motion was approved and recorded. The meeting adjourned at 9:30 a.m., the Authority immediately went into Closed Executive Session.

Agenda Item 12

Next Meeting Date:

The next meeting will take place on Wednesday, May 8, 2024 at 9:00 a.m. The Executive Director stated that this meeting will be an in person Open Meeting followed by Closed Executive Session.

Respectfully Submitted By:
Susan A. M. Stroud
Recording Secretary