



Maryland Underground Facilities Damage Prevention Authority
Open Meeting Minutes
Wednesday March 18, 2025

Agenda Item 1

Call to Order/ Welcome:

The meeting was called to order by Chair, David Wilkins at 10:06 a.m. The meeting was held At the Miss Utility Conference Center. There were no guests present.

Agenda Items 2, 3

Introductions,& Roll Call Attendance

The Recording Secretary conducted a roll call attendance of the Authority members. In attendance were Authority members: Jimmy Jennings, David Wilkins, Tim Kaptein and, Jennifer Arroyo, Bahareh Inanloo, Keith Dill, Marc Haines were present. Hal Metzler was running late. Jim Dudley was absent. The Executive Director, Jim Barron and Susan Stroud, the Deputy Director were also present.

The Recording Secretary informed the Chairman that there was a quorum. The Executive Director was asked by the Chairman to proceed with the Agenda for the March 18, 2025 Open Meeting.

Agenda Item 4

Approval of Minutes:

The Authority reviewed the minutes from the February 19, 2025 Open Meeting. There were no amendments made to the minutes. Member Dill made a motion to approve the minutes. Secretary Kaptein seconded the motion. The motion carried by acclamation.

Agenda Item 5

NPV's for Investigation and Review (57)

- a. 15 Marking
- b. 25 No ticket
- c. 16 Due Care
- d. 1 Abuse of Emergency Ticket

Agenda Item 6

New NPV's for review in Closed Executive session:

# 6	New NPV's for Authority Review (closed executive session)
NPV# 32375	Gaines v. Comcast Location: Chillum, Prince Georges County Violations: §12-126 (a) (1) – Failure to mark if the facility is within 5' of a proposed excavation. §12-126 (c) – Failure to mark within two business days. §12-126 (c)(1) – Failure to status "Marked" in the information exchange System.
NPV# 32376	Washington Gas v. Alberto Plus, LLC Location: Upper Marlboro, Prince Georges County, MD Violation/s: §12-124 (a) – No Miss Utility Ticket – 1 st Offense
NPV# 32378	Washington Gas v. EASTCOMM, LTD Location: Upper Marlboro, Prince Georges County, MD Violation/s: §12-127 (c) (3) – Due Care, Failure to test pit and expose the underground facility to its outermost surfaces before using mechanical equipment.
NPV# 32379	Washington Gas v. Advantage Manhole and Concrete Services, Inc. Location: Temple Hills, Prince Georges County, MD Violations: §12-124 (a) – No Miss Utility Ticket – 1 st Offense

Agenda Item 7

Old Business:

PHMSA State Damage Prevention Grants – The Deputy Directed informed the members that the PHMSA Grant program is still on hold. She contacted Hung Nguyen with the agency's state programs division regarding a possible timeline. He indicated that the grant applications might become available in late spring.

Agenda Item 8

New Business:

Greater Chesapeake Damage Prevention Training Conference – The Authority has been asked if they are willing to be a repeat gold sponsor for \$3,750.00. The conference is at the newly renovated Ashore Resort in Ocean City, October 21st – 24th. Chairman Wilkins made a motion to approve the sponsorship, which was seconded by Secretary Inanloo, the motion carried by acclamation. In addition, there was discussion about using the booth space which comes with the sponsorship. The members agreed that the Authority should use the booth space and the members who are attending are willing to help man the booth. The Chairman also suggested that the Authority send a member to the conference. Most of the members are already attending, but Secretary Inanloo said she was interested in attending. The members agreed that having the Board Secretary attend was a good idea. The Chairman asked the Deputy Director to make the arrangements.

Construction Angels Sponsorship – The Deputy Director presented sponsorship opportunities with Construction Angels. The members were given materials regarding State Level Sponsorships and suggested that the Authority consider becoming "Bronze" level Sponsors which has a yearly cost of \$2,500. She noted that the Authority would be recognized on the CA's website and would also be recognized on monthly fundraiser emails and news letters. Member Jennings made a motion to approve the CA state bronze level sponsorship for \$2,500. Member Dill seconded the motion which carried by acclamation.

Commencing of Hearings – the Executive Director, as a follow on to the members plans to begin holding hearings has asked the Authority's legal counsel to give a short instructional regarding proper conduct during hearings. Mr. Finemore gave a very informative overview of how hearings work and the roles and rules the members should follow. The Executive Director reminded the Board that Hearing days could be "all-day" meetings and so members should plan accordingly. The letters for the first two (2) hearing will be held at the May 14th meeting provided all parties agree to go forward with their cases. Letters will be sent to all involved:

1. NPV 29916 – DXI v. BGE
2. NPV 30088 – Gaines & Co. v BGE

Executive Session – The closed Executive Session will be extended in order to discuss personnel matters. Mr. Barron and Ms. Stroud will be asked to leave the room during the deliberations.

Agenda Item 9

Adjournment and Move to Executive Session

A motion was made to adjourn the March 18, 2025 open meeting was made by Chairman Wilkins and seconded by member Dill. The motion was approved and recorded. The meeting adjourned at 10:35 a.m. Vice Chair Arroyo made the motion to move into Closed Executive Session, which was seconded by Secretary Inanloo. A roll call vote was conducted and the motion carried unanimously.

Next Meeting Date: The next meeting will take place on Tuesday, April 16, 2025 at 9:00 a.m. The meeting will be held a week later than usual in order to accommodate those members who will be attending the CGA Conference the 7th – 11th of April. 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