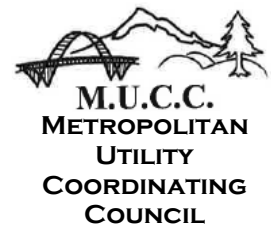




Meeting Minutes Metropolitan Utility Coordinating Council



MUCC, C/O Troy Klein, 220 NW 2nd Ave, 11th Floor, Portland, OR 97209

November 20, 2013

The next meeting is on Wednesday, January 22, 2014

At [Francis Xavier's Restaurant, 1933 NE 181st St, Gresham](#)
(Ctrl +Click mouse on link for Map Directions & Menu)

Meeting called to order by President Adam Franco at 11:40 am

ATTENDEES: See attached listing.

REPORTS:

Treasurer's Report for October 2013:

	<u>Visa</u>	<u>M Bank</u>	<u>Payments / Purchases / Income:</u>
Beginning Balance	\$ -	\$ 5,993.00	
		\$ 255.58	October MUCC Lunch
Ending Balance	\$ -	\$ 5,737.42	

As a non-profit organization, all monies collected go for supplies/events to educate the public! Our ending balance (all accounts) must be under \$5,000 at the end of the year or we will have to pay taxes.

NOTE: The Council chose to purchase the November's meeting lunches, and we are still in the process of ordering the signs, so those amounts will hopefully bring us in below \$5,000 by the end of December. Also, we will be purchasing door prizes so be sure to attend the January Meeting! You could be a winner of a nice prize!

Damage Report: See attached. Don't forget to submit your reports if you are behind!

Be sure to report your damages by the 20th of each month! We need five (5) entities reporting monthly.

The Common Ground Alliance (CGA) encourages the use of their Damage Information Reporting Tool (DIRT). You can check this out at www.cga-dirt.com

P&E Report (Publicity and Education):

P&E General: Send your ideas to [Don Patterson \(click here\)](#) and [Anita Floyd \(click here\)](#)

P&E New:

The OUNC Board is sponsoring the Civil War. They are getting costumes for Dialer and Digby and will have promotional materials and footballs to hand out at the games.

The "811" metal signs are at a standstill right now. We received a price quote from Trevor at Washington County and are hoping to move ahead in that direction. The Council has already approved this expenditure. Through Pacific Marketing, the price for 24" X 36" is \$79.26 and the price for 19" X 24" is \$24.00. We can do some custom design (like our new logo) or go with the signs being ordered by the OUNC. We are waiting on graphics to be completed and approved.

Trevor Voris with Washington County has informed us that their website now has a link to the One Call information. Everyone should check with their website managers to see if the link can be added.

The Standards Manual should be ready to print by June 2014. They are planning to print about 65,000 copies. There is an opportunity to put your company's logo onto the booklet. This would be great exposure for your company.

As of November 19th, 2013 – ITIC Mapping is now available in Oregon! If you are interested, you will be given a prompt the next time you enter a ticket to get it set up, or you can contact the Call Center. Over 150 users have already signed up in the very first day!

The calendars on the OUNC website and the OUCC website are pretty bare! If you know of events that are coming up, send them to [Adam Franco \(click here\)](#).

P&E Old:

Jennifer Carter, President of the OUNC and Chair of the OAR Committee, attended the October MUCC Meeting and gave us all an update on the changes coming to the OAR's. Since then there have only been some minor changes.

Troy Klein brought the T-shirts we ordered with our new logo on the front, and 811 on the back. They were available to those who attended the meeting, and the remaining T-shirts are with Troy. If you want one (or more), contact [Troy Klein \(click here\)](#) with quantities and sizes. We may need to order more if there is a high demand.

Don Patterson had come across a website that listed the local neighborhood organizations. He will try to find this again and possibly contact some of them to bring our booth and message to the residents.

P&E is still looking for smaller events. Suggestions include: County Fairs; Car Shows; Company Events; Oktoberfest; Street Fairs; please send any ideas to [Don Patterson \(click here\)](#).

811 CAMPAIGN:

Promote using "811" before using the 800 number. The 800 number is still in use as 811 is not available in some areas or the calls are routed to other states.

For details on the 811 Damage Prevention Bike go to: http://designbyjoyce.com/pauljr/811_bike.html

Local Home Depot's are promoting 811. If you do not see the 811 info, ask at the Contractors desk. In Oregon, the stores will carry Key Chains for all equipment and color code cards. The "Associates" who will be trained to answer questions will have patches on their aprons.

You may go to www.call811.com website for more information.

Upcoming Events / Meetings:

Meetings:

OUNC/OUCC BOARD MEETINGS: The second Wednesday of every month. See their website for more information on upcoming meetings. <http://www.digsafelyoregon.com/meetings.asp>

MUCC MEETINGS: The fourth Wednesday of every month (except November and December). See the schedule near the end of the minutes for each monthly meeting date. The location is [Francis Xavier's Restaurant, 1933 NE 181st St, Gresham.](#)

Upcoming Events:

2013:

OREGON LANDSCAPE EXPO: Wednesday, December 11, 2013 10:00 am – 5:30 pm at the Convention Center
[CTRL and Click here for website](#)

2014:

PORTLAND SPRING HOME AND GARDEN SHOW: Thursday through Sunday, February 20-23, 2014 Daily hours vary – see website, at the Expo Center. [CTRL and Click here for website](#)

PORTLAND YARD, GARDEN AND PATIO SHOW: Friday through Sunday, February 28 through March 2, 2014 Daily hours vary – see website, at the Convention Center. [CTRL and Click here for website](#)

PORTLAND BETTER LIVING SHOW: Saturday and Sunday, March 29-30, 2014 10:00 am - 6:00 pm, at the Expo Center. [CTRL and Click here for website](#)

2014 FISHING DERBY: July (TBD) 2014 Vernonia Lake, 1001 E. Bridge St, Vernonia OR (Flyer will be sent out when it is available) [City of Vernonia](#) link

MUCC'S 10th ANNUAL GOLF TOURNAMENT: Friday, July (TBD) 2014 7:30 Shotgun start, Stone Creek Golf Course, Oregon City (Flyer will be available around April, 2014.)

OLD BUSINESS:

RAA – To learn more about the RAA process, [click here](#) . Next hearing date is unknown at this time. Hearings are at the PUC Building at 550 Capitol St NE, Salem. Be sure to bring change for the parking meters if you attend. Everyone is invited to attend, but you can only watch & not participate.

The initial paperwork for an RAA is done through the One Call Center. They are in the process of creating a handout to educate people on the process. They will get approval from the OUNC before they publish any new handout.

The OUNC has asked Michael Thompson to put together a summary of the RAA hearings. This would benefit the local councils to help promote education to the local contractors in the areas where infractions are the highest.

It had been previously discussed that we could file RAA's as a council for those active members who felt awkward filing directly. Adam Franco is revising a "form" letter that is being currently used by Douglas UCC. This form letter can be used as a "Warning" letter by MUCC for excavators not calling in for locates or other minor items such as poor communication. If your organization is in need of a letter to be sent out to a repeat offender, please let the council know so a letter can be put together to have the issue addressed. You can contact any of the MUCC Council members to start this process.

It was suggested to bring up the matter of Councils helping contractors or utilities in mediation to the State Meeting. The Councils can help bridge the communication gap and offer education to those who are repeat offenders and/or help by filing an RAA on behalf of a contractor or utility if needed.

By-Law Review - A motion was passed in October 2012 to by-pass the By Laws for 2013 until they can be reviewed & reworded if needed.

Links - Adam is looking into having OUNC's link added to other websites that would be associated with excavation. Any suggestions would be appreciated. If you know of any websites that could benefit by having a link to our website, please pass the website on to Don Patterson to check it out. Getting our link onto other websites is a good way to be visible online and can reach many people.

811 Locate Requesting is available 24/7 and so are ITIC online ticketing requests! Don't wait until first thing Monday morning to call in your locates – you'll find the lines are packed with everyone else calling at the same time! Call Saturday or Sunday if you want to get your request in early. Still expect two (2) business days for the locates to show up!

Should you encounter an un-located utility while excavating – stop digging, call 811 to report it immediately, determine that there is no immediate danger, and you can continue working (if your project allows) using extreme care in the affected area. See Page 23 (5) in the Standards Manual.

There was good discussion about contractors having difficulty with the locators defending their marks even when the marks were proved to be mis-located.

NEW BUSINESS:

We have voted on next year's Executive Board members. The 2014 Board members are:

President	Adam Franco – One Call Concepts
Vice President/Treasurer	Troy Klein – NW Natural Gas
Secretary	Trevor Voris – Washington County
Publicity & Education	Don Patterson – NW Natural Gas
Damage Chair	Dawn Hickson – Clackamas County

Congratulations to all and best wishes for a Safe New Year to all of us in the Metro area!

Jared Morrison brought up a change in the OAR's regarding sidewalk maintenance. It is now considered maintenance to a depth of 12" when replacing sidewalk panels. Please note that there are some utilities (signal lines, drainage lines, ect.) that are currently located within that 12" depth. Always be sure to check the area before you do this type of "maintenance" and call for locates if you are unsure if there are any utilities in the area you are preparing to work in.

It was decided to hold the MUCC Golf Tournament again this year. The council will check other local tournaments for their dates to avoid conflict. Typically, we have our tournament the third Friday in July.

If anyone has additional ideas for additional or alternate events that we can put on or sponsor, please contact one of the Council Members.

As of November, there are over one million companies/entities signed up with One Call!

At the end of this meeting, the floor was turned over to Brandon Wolfe of Advantage Drilling who voiced concerns about the locate marks in the field, and what process needs to be taken when they are frequently incorrect. Various contractors and locators discussed some of the options available and it was agreed by all that the first step is communication from both sides, and keeping an open mind to find a resolution and not hang blame. We all want to be working safely and none of us want to damage any utilities. We all have to do our part to make sure everyone is safe. Additional talk about specific projects will be taking place outside of the meetings. If the parties are unable to resolve the marking/damage issues, then the next step would be the RAA process. Remember, the Council can help to mediate some of these issues, and are happy to help whenever we can. If you don't want to file an RAA but want to have some help, contact [Adam Franco](#) or [Troy Klein](#).

REMINDER...

Send your current and/or upcoming projects to [Trevor Voris \(click here\)](#) or [Dawn Hickson \(click here\)](#) and they will be attached to the Minutes e-mail so everyone will know where projects are currently in progress or will soon be starting and your company can schedule accordingly. Clackamas River Water has a big project coming that will last for a number of months. It will be added to the e-mails when it is received.

Remember – **CCC** – **C**ommunicate, **C**oordinate, **A**nd **C**ooperate!

VOLUNTEERS NEEDED: As you have read, there are a variety of opportunities for all to volunteer and help spread the word of our Call before You Dig message. We are hoping to have our booth at more local events this coming year and we need your help to staff the booth for a couple of hours. These are great opportunities to network and get to know each other better. Take advantage of these opportunities and make new friends. If you are able, make yourself available to be on a committee or to volunteer on any of the upcoming projects and events these next couple of years. This is what this Council is all about and how we strive to be excellent!
Thank you for your time and for helping to spread the word and educate the public to Dig Safely!

Oregon **U**tility **N**otification **C**enter
www.digsafelyoregon.com

Oregon **U**tility **C**oordinating **C**ouncil
www.oucc.net

Check out the websites for info on the Oregon Dig Law, upcoming events and on your local Council(s).
Check out the new changes to the website!

Also available: see information on **Best Practices** at www.commongroundalliance.com

The next meeting: **Date:** January 22nd, at 11:30am
Location: [Francis Xavier's Restaurant, 1933 NE 181st St, Gresham](#)

The **2014** schedule is the 4th Wednesday of each month.

November is the week before Thanksgiving and there is no meeting in December.

January 22 nd	February 26 th	March 26 th	April 23 rd
May 28 th	June 25 th	July 23 rd	August 27 th
September 24 th	October 22 nd	November 19 th	Dec - No meeting

2013 MUCC PAID MEMBERS

As of 3-26-13

Bones Construction
City of Beaverton
City of Gresham
City of Hillsboro
City of Lake Oswego
City of Milwaukie
Clackamas County
Comcast
Dirt & Aggregate

Frontier
Gonzalez Boring & Tunneling
Knife River
Locating Inc.
McKillip Excavation Inc.
Multnomah County
North Sky Communications
NW Natural

Old Castle Precast
Pacifcorp
Port of Portland
Portland General Electric
Robinson Brothers Const.
Sunrise Water Authority
Washington County
Williams Pipeline

2013 MUCC Executive Board

MUCC, C/O Troy Klein, 220 NW 2nd Ave, 11th Floor, Portland, OR 97209

PRESIDENT: Adam Franco, AdamF@occinc.com

One Call Concepts, 305 NE 102nd Av, Suite 300, Portland OR 97220
Office - (503) 232-0327

VICE PRESIDENT / TREASURER: Troy Klein, tak@nwnatural.com

NW Natural, 220 NW 2nd Ave, 11th Floor, Portland OR 97209
Office - (503) 226-4211 ext. 2442, Cell – (503) 341-7862

2013 SECRETARY: Marta Hashash, marta.hashash@locatinginc.com

Locating Inc, 6601 NE 78th Ct, Portland OR 97218
Office – (503) 255-4634, Cell – (503) 302-3970, Fax – (503) 254-7469

2014 SECRETARY: Trevor Voris, trevor_voris@co.washington.or.us

Washington County, 1400 SW Walnut St MS 18, Hillsboro OR 97123-5625
Office – (503) 846-7828, Cell – (503) 969-7982, Fax – (503) 846-7810

PUBLICITY & EDUCATION: Don Patterson, dwp@nwnatural.com

NW Natural, 220 NW 2nd Ave, 3rd Floor, Portland OR 97209
Office - (503) 226-4211 ext 4387, Cell – (503) 806-0845, Fax – (503) 273-4822

DAMAGE CHAIR: Dawn Hickson, dhickson@clackamas.us

Clackamas County DTD Eng, 150 Beaver Creek Rd., Oregon City, OR 97045
Office – (503) 742-4682, Cell – (503) 789-5728, Fax – (503) 742-4659

Meeting Adjourned at: 1:00pm *Respectfully submitted for Marta Hashash by Dawn Hickson*