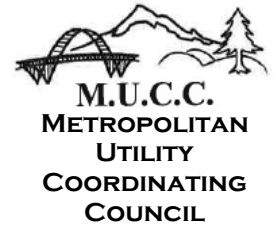




Meeting Minutes Metropolitan Utility Coordinating Council



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

October 23, 2013

The next meeting is on Wednesday, **November 20, 2013**
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 11:45am

ATTENDEES: See attached listing.

REPORTS:

Treasurer's Report for August 2013:

	<u>Visa</u>	<u>M Bank</u>	<u>Payments / Purchases / Income:</u>
Beginning Balance	\$ -	\$ 6,305.10	
		\$ -312.10	
Ending Balance	\$ -	\$ 5,993.00	-Pacific Marketing – 72 T-shirts with MUCC Logo

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.

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 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.

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 \(click here\)](#) with quantities and sizes. We may need to order more if there is a high demand.

"811" metal posters are in the process of being made. Through Pacific Marketing, the price for 24" X 36" is \$79.26 and the price for 19" X 24" is \$24.00. We are checking with a local County to see if we can get a better price. 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.

There was a motion made to spend MUCC funds to order 20 additional signs (\$1,600.00) for our Council to place at various locations in the tri-County area. The motion was seconded and approved by the Council attendees. Clackamas River Water has eight locations; NW Natural has four locations, and Washington County has five locations they would like to place these signs. We will have extras available.

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 Old continued:

Disney has six events this fall in the area. More details to follow as they become available.

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 \(click here\)](#).

Some promotional ideas that were suggested include:

Bring back the door prize drawings at the meetings. (gift cards, tools, case of white paint, etc...)

If you have anything that your company can give away, please bring it!

Attend local events (with the booth) send event names/dates to Don Patterson

We could co-sponsor with Friends of Trees or some other Utility in a booth

Have a Contractor's Breakfast (around March of 2014)

Personalized merchandise with MUCC (and our logo!) on the label – contact Anita Floyd with ideas

Purchase shirts from OUNC (72 shirt minimum) for giveaways and event staff etc...

OUNC pays 50% for the T-shirts – we can have our logo on the front, 811 on the back.

Every 3rd meeting, have a guest speaker

Bryan Baxter suggests we look into sponsoring The Hillsboro Hops as they are more centrally located. It takes about three weeks to do the paperwork. We could co-sponsor one of their games with a local Little League Team or other Youth Group to help distribute materials and prizes. This could possibly become an annual event for us to sponsor.

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. 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 if we vote to have this event again.)

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.

811 - Notify [Adam Franco \(click here\)](#) if we hear of anyone having issues using "811", as it has been expressed that using a cell phone from other areas directs people to the incorrect state.

Check into your local hardware stores to see if they have or would like to have "811" information for display. Please notify Adam if you find any. Key chains, cards & other advertisement items are available.

Guest Speakers - We discussed that we would like to have guest speakers on at least a quarterly basis. James Lawrence reported at the June meeting that he has forwarded a list of possible speakers to Adam.

Contractors Dinner - Adam Franco is still waiting on Tina Beech w/Cascade Natural to look into partnering with us & others to fund a contractor's dinner with guest speakers. Adam will get more details. Tina has contacted Adam with some information. Adam will get that information to us.

New Dig Law - Anita Floyd shared some information about a new dig law that is being looked into being passed. This law would consist of excavators not having to call for locates if excavating is less than 12" or is using hand tools. Anita asked for any assistance with examples of any known damages caused by either method.

The holiday calendar observed by the One-Call was discussed as there was a change on the Friday after Thanksgiving. It was not observed last year as a legal holiday as it had been in the past & caught Locating Companies by surprise. Adam Franco will discuss with the OUNC board if it is possible to add a link on their website (<http://www.opm.gov>) of the legal holidays that will be observed by them in the future.

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! 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:

It is time to choose next year's Executive Board members. If you want to serve on the Council or know of someone who would be a great addition to the Council, please give the nominee's name and phone number to Adam Franco or Troy Klein. We will ask for final nominations at the next meeting, and then vote on the nominations. Please consider serving on the board if you have the time. This is a great opportunity to network with other utilities and contractors, and we always are looking for fresh ideas on how to spread the "Call Before You Dig" message to the public!

Currently we have the following nominations:

President	Adam Franco – incumbent
Vice President/Treasurer	Troy Klein - incumbent
Secretary	Trevor Voris - candidate
Damage Chair	Dawn Hickson - incumbent

At the November Meeting, we will also decide if we want to put on the Golf Tournament in 2014, or if we want to start hosting some other type of event. Bring your ideas! We want to find a great way to reach out to contractors and the general public to help them understand the laws, before they find themselves cutting a line.

REMINDER...

Send your current and/or upcoming projects to [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.

Remember – CCC – Communicate, Coordinate, And Cooperate!

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 Utility Notification Center
www.digsafelyoregon.com

Oregon Utility Coordinating Council
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:** [November 20th](#), at 11:30am
Location: [Francis Xavier's Restaurant, 1933 NE 181st St, Gresham](#)

The next (and last) meeting in 2013 is November 20th, the week before Thanksgiving.

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

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

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

NW Natural, 220 NW 2nd Ave, 3rd Floor, Portland OR 97209

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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*