

March 2, 2016

To: Larry L. Janes

Executive Director

South Dakota One-Call Notification Board

This letter is in regards to the complaint filed by Humboldt Municipal Gas Utility, Humboldt, SD, against Construction Signing Corporation. We, Construction Signing held a safety meeting on March 2, 2016.

The first order of business was marking out and explaining in detail what and/or where needs to be located. If it is just one location or multiple locations, the person(s) doing the locating should know what needs to be marked.

The second order was to go over the one-call website and make sure all employees in attendance know what information needs to be entered so everyone involved knows what we will be doing. The ROW check box was a main point since all of our work is within the ROW and if that box is not checked the locates could be done wrong. Also when any employee is done with a locate they shall document it in their daily log and print the report to bring with them in a folder to the job site. This is to ensure that the locations are correct and the locate has not expired.

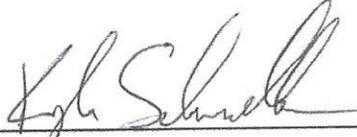
The third order was to go over what happens when you are on the job site. Making sure we identify the locates have been done and all locate companys have been given the legal 48 hours to complete their work. Making sure we look for flags or paint and staying away from those locations.

In closing we went over a couple questions about verbiage when entering a locate and how to get your information across to 811 and the locaters correctly. Also where to print in the office and what notes need to be taken when you get an all clear call from a Locate Company.

Kyle Schievelbein

Construction Signing Corporation  
111 N Garfield Avenue  
Sioux Falls, South Dakota 57104

SD One-Call Safety Meeting Sign In Sheet

Kyle Schiewelben		3/2/16
Print:	Sign:	Date:
Esequiel Haro		3-2-2016
Print:	Sign:	Date:
Alberto Haro		3-2-16
Print:	Sign:	Date:
Shane Ihnen		3-2-16
Print:	Sign:	Date:
Kevin Schiewelben		3-2-16
Print:	Sign:	Date:
Kate Schiewelben		3-2-16
Print:	Sign:	Date:
Print:	Sign:	Date:
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