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March 21, 2016

TO: Missouri Natural Gas Operators

FROM: Kathleen McNelis, Pipeline Safety Program Manager

SUBJECT: 1) Pipeline Safety Seminar
2) Request for Updated Operations and Maintenance Manual and
Emergency Plans by June 15, 2016
3) 2016 MANGO Board Ballot
4) Returning Staff and Updated Phone List

Note: Copies are not sent to all operator personnel. Please forward to the appropriate person(s).

1) Pipeline Safety Seminar - Wednesday June 29 - Friday July 1, 2016

The annual Pipeline Safety Seminar is rapidly approaching and plans for the event are in progress. The Missouri Association of Natural Gas Operators (MANGO) members are working hard to finalize an agenda that is both informative and interesting. In addition to the Seminar schedule, various natural gas related product vendors will set up displays (inside and outside) and will have representatives available to answer your questions. Registration will begin at 10:00 a.m. on June 29 (**Wednesday**), and the Seminar will start at 1:00 p.m. Check-in to the hotel will be assigned as accommodations become available. Check-out time is 11:00 a.m. A continental breakfast will be provided Thursday and Friday, lunch and dinner will be provided on Wednesday and Thursday. This will be a beneficial training and educational opportunity for all natural gas operators and your participation is highly encouraged. The registration fee is \$90.00 per person. MANGO is also offering a one-day only registration for \$50.00 per person.

The seminar will be held at Tan-Tar-A Resort, 494 Tan-Tar-A Drive, Osage Beach, Missouri and a special seminar room rate of \$100 + \$6 resort fee + taxes is being offered. Please make your reservation at 800/826-8272 or e-mail at www.tan-tar-a.com by May 30, 2016 and mention that you will be attending the MANGO Pipeline Safety Seminar. Rooms are on a first come, first

serve basis. Reservations should be for rooms in buildings A and E and check-in time is 4:00 p.m. Rooms may be available earlier, however, there will be space to store luggage.

For your information and planning, a Registration Information Sheet, Operator Registration Form and hotel information can be found on the MANGO website (www.mangowp.org). The finalized agenda will be available at a later date by e-mail or website. If you need further information, please contact Theresa Hartigan at (816)509-6370 or email at Theresa.Hartigan@thelacleddegroupp.com PSC Staff and the MANGO Executive Committee are looking forward to seeing you at the Seminar. Please make arrangements to attend without delay.

2) Request for Updated Emergency Plans

Staff is requesting a copy of your most current O&M Manual and Emergency Plan to be sent by June 15, 2016 to my attention at the mailing address above or submit the plan via email at: Clinton.Foster@psc.mo.gov. Either paper or electronic format may be submitted. Staff will be reviewing these plans for compliance with recent regulation changes, PHMSA advisory bulletins and NTSB requirements.

Please take this opportunity to review and update your O&M Manual as appropriate prior to sending. **Staff advises operators to review and update as necessary their emergency response procedures to include a measure that accounts for the operator's response when a leak caused by excavation or directional drilling occurs near a building.**

4CSR 240-40.030(12)(C)1., requires operators to update their written O&M plans at intervals not to exceed 15 months, but at least once each calendar year. Also, 4 CSR 240-40.030(1)(J), requires operators to submit revisions of plans, procedures, and programs to designated Staff within 20 days after changes are made.

3) 2016 MANGO Board Ballot

Please find enclosed a 2016 Board Member Election Official Ballot. Please vote for two of the nominated candidates listed on the ballot and return to the address indicated on the ballot before May 9, 2016.

4) Returning Staff Members

Kathleen McNelis, former Gas Safety Staff member, returned from the Procurement Analysis Unit of the Public Service Commission to become the new Pipeline Safety Program Manager on March 1, 2016.

An updated Staff Telephone List reflecting the above-noted Staff change is attached and will be available on the MANGO website at mangowp.org.

TELEPHONE NOTICE OF GAS INCIDENTS

4 CSR 240-40.020, Section 4

A telephone notice is to be made to the answering service or to one of the following Missouri Public Service Commission – Safety Engineering Staff members as soon after the discovery of an incident as is reasonably possible, but not to exceed **two hours**, unless emergency efforts would be hindered. The answering service or these personnel may be contacted any time day or night. **The answering service can be used at any time; however, the Staff would prefer operators to call the MoPSC office telephone numbers during normal working hours.**

<u>NAME</u>	<u>HOME PHONE</u>	<u>OFFICE PHONE</u>
Kathleen McNelis (Cellular 573-690-9860)	573-291-0438	573-751-3456
John Kottwitz	573-682-1107	573-751-7352
Greg Williams	573-584-3709	573-751-3411
Daniel Fitzpatrick	573-999-2232	573-526-4847
Mark Struckhoff	636-387-3275	573-751-7074
Evan Neuner	573-552-2034	573-751-7347
Clinton Foster	816-377-2615	573-526-5898
Brian Buchanan	573-636-9357	573-526-3478
Aaron Archer	870-243-2636	573-522-2412
Susan Sundermeyer (Administrative Assistant)		573-751-4113

MoPSC Incident Reporting Answering Service 573-659-7924

NOTE: If a Staff member does not contact you promptly following notification to the Answering Service, please re-contact the answering service or one of the Staff members directly.

Telephone Number for Reporting Federal Incidents 1-800-424-8802

03/2016

**Missouri Association of Natural Gas Operators
2016 Board Member Election – Official Ballot**

Each Member Company May Submit One Vote

Every year, two of the six MANGO Board members terms expire. Board members serve for a three-year term. The MANGO by-laws require an election to choose two new board members each year. This year the retiring board members are Thomas A. Bolin – City Utilities of Springfield and Roger Rector – Macon Utilities.

Please vote for two of the nominated candidates below. You may feel free to write in a candidate if you so choose. Please return your ballot to Thomas A. Bolin by email, mail or by fax. Ballots must be received by Monday, May 9, 2016. The new board members will be introduced at the Annual Lake Conference.

_____ **Casey Haynes** - City Utilities of Springfield

Casey attended the University of Missouri – Rolla (Missouri S&T) where he received a BS degree in Civil Engineering in 1995. He began his career at City Utilities in 1997 as an engineer designing gas and water main extensions for new customers. He currently is the Manager of Natural Gas and Water Engineering at City Utilities. He serves on the American Public Gas Association’s NGV committee and has been active in the Midwest Energy Association.

_____ **Tim Craft** – St. James Municipal Utilities

Tim graduated from John F. Hodge High School and dedicated the next 4 years to serving his country. After completing his commitment, Tim began working for SJMU in 1984 in the street department and taking care of the ballpark. In 1992 the Mayor asked Tim to work on a project to bring natural gas to St. James. Since then, he has acted as the city’s Natural Gas Manager for 22 years. His duties involve keeping compliance records for yearly PSC inspections, meter maintenance, odorant testing and maintenance of the city’s gas system. Tim lives on a small farm in St. James with his wife. They have 3 children and 2 grandsons.

_____ **Other:** _____

Remember, please vote for two candidates!

Mail, Email or Fax your ballot by May 9, 2016 to:

**Thomas A. Bolin - City Utilities of Springfield
Chairman – MANGO
P O Box 551
Springfield, MO 65801-0551
Fax: 417-831-8545**

**Email: tom.bolin@cityutilities.net
Phone: 417-831-8811**