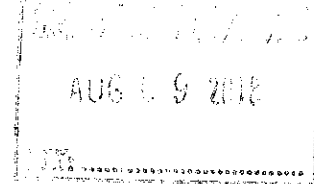




SEMCO ENERGY

Date: 8/2/2018

CHIKAMING TWP
CLERK - Paula Dudiak
PO BOX 40
HARBERT, MI 49115



RE: Public Improvement Projects that impact SEMCO Energy Gas Facilities

In an effort to better serve the customers of SEMCO Energy Gas Company (SEMCO) and the people of your community, SEMCO is requesting to review all proposed construction projects which may impact SEMCO's existing natural gas facilities.

SEMCO is requesting to be notified of all proposed construction projects in the vicinity of SEMCO's existing gas mains, services, or other facilities early in the planning stage to ensure the safety of the public and all persons involved with construction.

Please direct all notifications and plans in accordance with the following recommended guidelines:

1. Please forward to SEMCO, two (2) sets of **preliminary** engineering plans, preferably at least 3 months prior to construction.
 - a. Upon receipt, SEMCO will review the plans for the accuracy of SEMCO natural gas facility locations and any possible conflicts.
 - b. If the project has a conflict with SEMCO's gas facilities, or SEMCO's gas facilities are located within the vicinity of proposed construction, SEMCO will contact the plan originator for any necessary action or coordination relating to the project. This includes any required maintenance of gas facilities that SEMCO may deem necessary prior to the removal or installation of pavement.
 - c. If there are any projects where SEMCO is in public ROW and relocation is necessary, please inform SEMCO if any public Grant money or funds are available. SEMCO would appreciate being included in any grant requests and will assist in any applications or submittal requirements.
2. Please forward to SEMCO, two (2) sets of **final** engineering plans, preferably at least 6 weeks prior to construction. SEMCO can better coordinate scheduling of work if adequate notice is given prior to construction.
3. Please forward pre-construction meeting notices, preferably at least 2 weeks prior to the meeting.

SEMCO Designated Operations Personnel List

Northeastern District: (Northern St. Clair, Sanilac, Lapeer, and Tuscola Counties)

2220 16th Street, Port Huron, MI 48060

Notification	Contact	Phone	Email
Facility Requests, Preliminary and Final Engineering Plans	Aaron Barr	(800) 476-1441, ext. 5038	Aaron.Barr@semcoenergy.com
Pre-Construction Notices and Meetings	Aaron Barr	(800) 476-1441, ext. 5038	Aaron.Barr@semcoenergy.com

Southeastern District: (Southern St. Clair, Oakland, and Macomb Counties)

56462 Precision Drive, Chesterfield, MI 48051

Notification	Contact	Phone	Email
Facility Requests, Preliminary and Final Engineering Plans	Aaron Barr	(800) 476-1441, ext. 5038	Aaron.Barr@semcoenergy.com
Pre-Construction Notices and Meetings	Aaron Barr	(800) 476-1441, ext. 5038	Aaron.Barr@semcoenergy.com

Central District (Jackson, Hillsdale, Calhoun, Barry, and Eaton Counties)

15851 South Helmer Rd, Battle Creek, Michigan 49015

Notification	Contact	Phone	Email
Facility Requests, Preliminary and Final Engineering Plans	Michael Nee	(800) 476-1441, ext. 5549	Michael.Nee@semcoenergy.com
Pre-Construction Notices and Meetings	Julie Conant	(800) 476-1441, ext. 5574	Julie.Conant@semcoenergy.com

Western District (Allegan and Ottawa Counties)

739 Paw Paw Drive, Holland, Michigan 49422

Notification	Contact	Phone	Email
Facility Requests, Preliminary and Final Engineering Plans	Greg Stroh	(800) 476-1441, ext. 5788	Greg.Stroh@semcoenergy.com
Pre-Construction Notices and Meetings	Kyle Hostetler	(800) 476-1441, ext. 5779	Kyle.Hostetler@semcoenergy.com

Southwest District (Berrien, Van Buren, Cass, and St. Joseph Counties)

1000 Belle Road, Niles, Michigan 49120

Notification	Contact	Phone	Email
Facility Requests, Preliminary and Final Engineering Plans	Robert Stafford	(800) 476-1441, ext. 5689	Robert.Stafford@semcoenergy.com
Pre-Construction Notices and Meetings	Kirk Tucker	(800) 476-1441, ext. 5692	Kirk.Tucker@semcoenergy.com

Northern District (Mackinac, Luce, Schoolcraft, Marquette, Baraga, Houghton, Gogebic, and Ontonagon Counties)

34 E. US Hwy 41, Negaunee, Michigan 49886

Notification	Contact	Phone	Email
Facility Requests, Preliminary and Final Engineering Plans	Val Lindsay	(800) 476-1441, ext. 5908	Val.Lindsay@semcoenergy.com
Pre-Construction Notices and Meetings	Val Lindsay	(800) 476-1441, ext. 5908	Val.Lindsay@semcoenergy.com

Once the project is under construction, please note the following items when working in the vicinity of gas facilities:

1. "MISS DIG" must be called (811 or 1-800-482-7171) three (3) full working days prior to any excavation, so that all underground utilities can be located and marked.
2. The law (Public Act 53) specifies that gas piping must be exposed by hand and physically located, prior to the use of any power equipment, at all areas where the project work crosses or is proposed to be done in the vicinity of any gas piping (main or service line).
3. If gas mains or services must be exposed during construction, please contact your designated Operations personnel for guidance to ensure that gas facilities are supported using SEMCO "approved methods" at a specified increment until the supporting soil has been replaced and properly compacted to provide the support originally found.
4. All gas piping and appurtenances such as valves and valve boxes, anodes, cathodic protection systems and test stations, tracer wires, fittings, casings, vents, permanent markers, and pipe coatings must be protected at all times throughout construction.
5. If **SEMCO facilities are damaged** during construction, **notify SEMCO Dispatch immediately at (888) 427-1427.**

This procedure has been developed in an effort to minimize service interruptions and the cost of gas service for the people of your community and customers of SEMCO. This procedure will also help prevent construction delays and minimize potential conflicts related to such projects. Please distribute a

copy of this letter to contractors, and all personnel who have any direct involvement with public improvement construction projects.

SEMCO appreciates the efforts of design engineers, consultants, and contractors to avoid and work around gas facilities. SEMCO understands that certain situations cannot be avoided and some conflicts with gas facilities may be inevitable. However, if SEMCO facilities are on private easement and alternate design or construction processes cannot resolve direct facility conflicts, SEMCO will require reimbursement for costs due to any relocation. SEMCO would also appreciate any construction project design plans for future years to review for the potential coordination of facility replacement opportunities.

In addition, as part of SEMCO's effort to comply with Federal Rule API RP 1162, *Public Awareness Programs for Pipeline Operators*, SEMCO ENERGY GAS COMPANY is requesting that you review and familiarize with the information contained in the handbook entitled, **"One Call Excavation Handbook"** published by Miss Dig Systems, Incorporated. SEMCO and/or Miss Dig provides the information contained in the **"One Call Excavation Handbook"** to a variety of "stakeholder audiences" within the pipeline industry, three of which are Public Officials, Excavators and Land Developers. If you have not received a copy of the handbook it is available at www.missdig.net under educational supplies as a free PDF file.

For a listing of pipelines in your area, please visit the Pipeline and Hazardous Materials Safety Administration's National Pipeline Mapping System (NPMS) website at <https://www.npms.phmsa.dot.gov>. This website enables the user to view the National Pipeline Mapping System (NPMS) data one county at a time. NPMS data is for reference purposes only. It should never be used as a substitute for contacting a one-call center prior to excavation activities. Please call 811 before any digging occurs.

The National Pipeline Mapping System (NPMS) web link, along with information about other Pipeline safety information and programs is also available on SEMCO's website at <http://www.semcoenergygas.com>.

If you have questions or require any assistance, please contact any of the above individuals.