4961 Cumberland Highway Chambersburg, PA 17202 717-264-2168

dhmexc.com







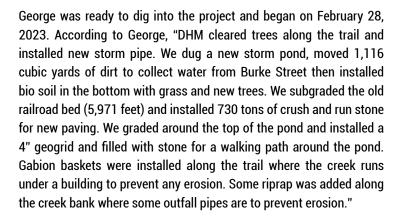


#### **QUARTERLY NEWSLETTER**

VOLUME 6 / OCTOBER 2023

"Frog Hollow was just an old railroad where people dumped trash, it really was not a nice place to be. Now that the project is completed, I feel Frog Hollow Trail is one of Martinsburg's highlights and a great asset to the town." – Morgan Collis, Project Manager for Minghini's General Contractors

The City of Martinsburg, West Virginia is taking steps to beautify the town while providing walking and bicycling trails for its residents. The first phase of the project was led by Minghini's General Contractors with DHM as the site excavators. DHM Superintendent, George Walling, has worked with Morgan Collis and Harold "Buzz" Cain on prior projects and appreciates how "they keep projects moving forward, and work together to get them completed on time."



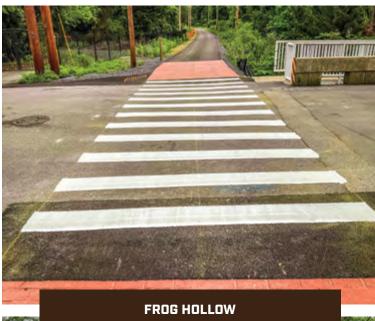
Projects have highlights and hurdles, for Morgan it was the "Installation of a new precast box that was tied into an existing box under a 10' high under pass. The fact that DHM was able to get a machine big enough to dig as deep as they needed to for the installation of the new pipe was impressive, a 'tight fit' would be an understatement! George did a great job communicating with us so we could get the other subcontractors in line to complete the road work and get Burke Street re-opened." He added that, "George has given experienced advice to both Minghini's and the engineering companies to help solve problems to keep the project moving."

Morgan said, "Martinsburg is excited to provide a place to get out and enjoy the outdoors all while seeing parts of the town most would not know about. Martinsburg is looking forward to the extension onto Frog Hollow which will tie more of its landmarks to the trail. Frog Hollow will be a valuable outlet for the people of Martinsburg."

If you want to enjoy the beautiful outdoors, take a walk-through Frog Hollow, and see what the teamwork of Minghini's and David H. Martin Excavating accomplished.



GEORGE WALLING
SUPERINTENDENT



FROG HOLLOW



## COMPANY PERSPECTIVE ACCOUNTING DEPARTMENT



TERRY ARMSTRONG, CPA

CHIEF FINANCIAL OFFICER, TREASURER

As with all businesses, accounting staff must get the paychecks out, pay the vendors, bill the customers, collect the payments, file tax and government documents, and produce financial information for our lenders. In addition to these basic accounting functions, DHM accounting staff must meet the highest accounting standards, because bonded work requires annual independent financial audits. And we must create and maintain job cost systems to be sure that we quickly take advantage of opportunities, address problems, capture all change order transactions, and gather lessons learned for the estimators to use in the next bid.

Our system must be flexible enough to capture the right data for each unique project, and consistent enough to meet audit standards. This balance is achieved by using strong procedures, and these procedures protect our profit. One of our most important procedures is our monthly job review process where we look carefully at each job and cost code to find opportunities and challenges and to learn how to improve.

We open and complete about 735 jobs per year. We currently have 215 employees, and we track 605 assets on our depreciation schedule.

In 2022, Missy recorded 13,555 subcontractor/vendor invoices and prepared 5.887 vendor checks.

Megan prepared 11,116 payroll checks and recorded an average of 50,000 labor and equipment data entries each week.

Paula prepared 5,888 T&M customer billings.

Cathy prepared 492 AIA billings on our large jobs, each invoice averaging 20 lines of detail, opened and pursued hundreds of change orders and made over 200 collection calls/emails.

Laura recorded 6,000 customer payments, assisted Missy in accounts payable, and prepared management reports.

Danley reconciled monthly accounts, made adjusting entries, filed tax reports, and worked with the safety and HR departments.

At DHM, about 195 employees complete the field construction work with excellence and integrity. The accounting staff records the field transactions in a way that facilitates good business decisions and strengthens DHM's financial health. When DHM is financially healthy, we have what is needed to build the company's future.

Patty, in a new accounting position, is processing shop transactions and helping Paula with T&M billing.

Marsha answers our phone calls, greets our visitors, takes orders and opens our mail, while ordering office supplies, and assisting with safety tasks.

Our DHM accounting team works hard to be sure we comply with regulations for licensing, audit, income tax, property tax, sales tax, unemployment audit, and prevailing wage work. We manage asset financing, insurance coverage, banking relationships, and bonding company relationships. We send the monthly and annual financial information to our banking, financing, and bonding partners.

DHM has an excellent accounting team, all working together to make sure the great projects built in the field are converted into financial health and well-being for our company and our co-workers.



Row 1: Paula Rosenberry, Laura Peck, Melissa Yeager, Cathy Stine

**Row 2:** Marsha Myers, Danley Shank, Terry Armstrong, Megan Cook-Haymaker, Patty Lynch





According to the National Fire Protection Association (NFPA), a home fire occurs in the U.S. about every 89 seconds and 75% of fire deaths occur inside the place people usually feel the safest...your own home.

**KELLY KRAMER** 

#### SAFETY DIRECTOR

OSHA reports approximately 200 deaths annually and about 5,000 firerelated injuries in the workplace. With Fall approaching and to recognize October as National Fire Safety month, this quarter is dedicated to fire safety and emergency preparedness. OSHA requires employers to have an emergency action plan. This is a document that outlines potential emergencies at each workplace and steps to respond to them. At DHM, our plan addresses fires, medical emergencies, chemical releases, and workplace violence. At home, however, it is up to you to implement a plan. Given that 75% of fire deaths happen at home, you have approximately 2-10 minutes to escape a typical home fire. A recent study indicates that home fire deaths hit a 14 year high in 2021. It makes sense to assess where you are in your emergency preparedness and if you don't feel ready, plan. Following are some steps and resources that may help:

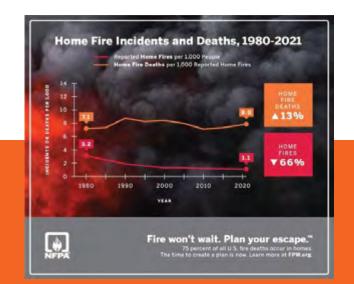
Fires - "Fire won't wait. Plan your escape." is the NFPA theme. Due to increased synthetic fibers and building materials, smoke inhalation is much more deadly today than in past years.

- Have an escape plan that meets all the needs of your family members. Think how you and your family members will get out and where you will meet.
- NFPA recommends smoke alarms installed in every sleeping room, outside each sleeping area, and on each level of your home. It is ideal to have smoke alarms interconnected, so when one sounds, they all
- If possible, plan for two ways out of each room. Make sure all doors and windows open easily.
- Practice your home fire drill with everyone living in the house during daylight and at night.
- Have a fire extinguisher in common fire areas, such as your kitchen, garage, on the "escape route" of your heat source (e.g., basement stairway). Also consider one on each story of your home. A 5-pound ABC fire extinguisher is sufficient for most homes.
- Know how to use your extinguisher. The acronym to help you remember is PASS (Pull the pin, Aim the extinguisher hose/nozzle toward the fire's base, Squeeze the handle, and Sweep the nozzle side to side evenly to cover entire base of fire).
- Remember fire extinguishers are for smaller fires that can be extinguished from 5-10' away. Larger fires require professional assistance, immediately call 9-1-1!

Other Emergencies – Federal Emergency Management Agency has launched a home emergency plan initiative which is called Family Emergency Communication Plan. This plan takes minutes to prepare and

- · A document with all your family members' names and emergency
- Emergency kit supplies list. This includes things like:
  - Water
  - Food
  - · Emergency equipment such as a flashlight, first aid kit, and cell
- Prescription and non-prescription medications
- Important family documents:
- Copies of insurance policies
- Identification
- Bank account records
- Hygiene products
- Blankets
- Extra clothes
- · Eating supplies/utensils

It always pays to plan. When you are all done, you can kick back, relax, and enjoy the Fall season knowing that you and your family are prepared!



"There have been many changes made in the surveying field since I first started my surveying career. We rode horses or walked through waist high snow to get to job sites. That is a joke. I am old, but not that old." - Greg Wengert, Surveyor

The surveying department at DHM is comprised of three men with a combined 86 years of surveying experience - Gary Sensenig, Greg Wengert and Kevin Payne. Gary and Kevin's training has mostly been on the job and field taught. Greg received an Associate's Degree in Surveying Technology from Penn State University. When asked how surveying has changed since first entering the field, Kevin states, "We had three- and four-man crews, due to the equipment that was required. Technology has come such a long way, now we can work individually without breaking stride." Gary adds, "Today we have one-man surveying crews using 95% GPS and 5% robotic total stations and we use drones to complete our tasks." Greg and Gary have received their Remote Pilot License to operate the drone. When Greg started 44 years ago, distances were measured with a steel tape called a chain and angles were measured with a transit. Greg said, "This was quite time consuming when doing mountain surveys and it was not nearly as accurate as today. Over time electronic distance measuring equipment was developed to measure distances with a push of a button, then came total stations that could measure distances and angles electronically with data collectors to record the measurements and perform computations in the field."

As with technology there are pros and cons. Gary says, "We can stake items more efficiently and precisely." He enjoys the new technology, if it works correctly. Both a pro and con for Gary is the one-man survey crew. "There is no opportunity to train others when you work alone, and some tasks are more difficult to do alone." Kevin agrees, "A downfall is that you lose out on the comradery with the fellow crew mates, but it is truly amazing the way technology has advanced in the past 20 years." Greg adds, "In today's business world, it is necessary to utilize the latest technology for survival. Advancements in technology have increased speed, productivity, provides an abundance of information quickly for making better business decisions and it makes life easier."

When asked what the surveyor's role is once DHM receives a job, Gary replied, "To review the project plans, CAD files and survey control, determine the intent of the design engineer, and calculate horizontal and vertical locations of all proposed items, then mark those locations in the field in a way that enables other DHM employees to build the proposed items." As with all jobs, there are challenges. Gary states, "When the quality of the design plan is poor, there can be conflicting information on the plans. There can be missing or incorrect data shown which leads to confusion and requires additional coordination with the engineer to determine the correct information." Greg and Kevin both agree that constant changes on jobsites is a challenge.

So, what is it about surveying that makes these guys continue to pound stakes in the ground? For Gary it is "the challenge of taking a new project and determining the intent of the design engineer and then laying that project on the ground so that other DHM staff can build the project in a cost-effective manner with an end product that looks great and works as intended." Greg enjoys the "mental and physical work. After working in the office preparing stakeout and models, you get to go out to the jobsites and release your stress by pounding stakes. Surveying is an exact science; numbers do not lie, and you are either right or wrong with no in between." Kevin likes "looking back at the end of the day and seeing all the work put in, and all the stakes lined up accordingly. It's a good feeling. You feel like you accomplished something. Like you are a part of something bigger."

DHM is fortunate to have a team of diligent surveyors representing us with excellence and integrity.





#### **NEW HIRES**

Santiago Marquez-Chaparro, Laborer, Environmental Bob Rowe, Jr, Operator, Utility Bryce Snyder, Laborer/Operator, Residential Dylan Socks, Operator, Utilities Kenny Hershey, Operator, Environmental (Rehired) Greg Robinson, Driver
Kevin Bowermaster II, Vac Truck Operator
Brendan Konsevitch, Project Coordinator
Jonathan Horn, Surveyor Technician

#### **ELEVATING THE GRADE / PROMOTIONS**

Joey Henry, Operator

Jesse Sollenberger, Operator

#### **BIRTH ANNOUNCEMENTS**

Samuel Mendoza and Juana Lopez welcomed their second child, son, Reyli

**Jarrett and Kassie Morrison** welcomed their first child, daughter, Blair

Spencer Ulsh and Miranda Strait
welcomed their first child, daughter, Fawn

**Doug and Brooke Everts**welcomed their third daughter, Kaydin

#### **WEDDINGS**

Zach and Kira Dubbs, 9/23/23

Jon-Luc and Hillary Hailey, 9/30/23



### DHM EMPLOYEE CHRISTMAS BANQUET

Mark your calendar for the DHM Christmas Banquet! The banquet will be held on Monday, December 12th at the Green Grove Gardens in Greencastle, PA.

More details to come!

# At DHM, our employees work for and alongside some great people, and we wanted to offer the opportunity for them to receive recognition for what they do to help make this such a great company.

Employees can nominate coworkers who are innovative, dedicated, safety conscious, productive, have a strong work ethic, or a positive attitude.

Each month employees are chosen from the nominees. Help us congratulate the employees below as they strive for excellence and integrity in every aspect of their work.

#### **JULY 2023**



**CHESTER CHILDERS** 

Mechanic



**DWAYNE HELMAN** 

**Equipment Operator** 



**EE LOWERY** 

Equipment Operator



**ROB PATTERSON** 

**Equipment Operator** 

#### **AUGUST 2023**



DALE BARR
Driver



MEGAN HILL-HAYMAKER

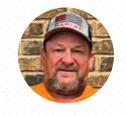
Payroll Administrator



**GLEN SHATZER** 

**Equipment Operator** 

#### **SEPTEMBER 2023**



**KEVIN BOWERMASTER** 

Equipment Operator



**DAVE FISCHER** 

**Equipment Operator** 



**BRAD KUHNS** 

V.P. of Residential Development