Check us Out
@ info@minghinis.com

Over the past two months, Willetts Systems Inc., an internet design firm, and Marketing Solutions Inc., our long-standing marketing firm, have worked with Berniece to upgrade the Minghini's website. More and more information is shared and business is conducted via cyberspace. Hence, Minghini's objectives in upgrading the site have been to polish the design, content, functionality, user friendliness and overall usefulness. The site features a number of new informational components, like this newsletter on line as well as management tools, including search engine listings so people will find the site easily. Berniece will receive up-to-date counts of the number of people (and their region) who hit on the site. Notes Berniece, "From a marketing perspective, it's always important to track results."

An editorial section on the Home Page called "News Flash" allows Minghini's management to communicate instantly about new jobs, the status of bids, and issues of concern to the local construction industry, suppliers, subcontractors and customers.

Please take a moment to check out this new site and give us your feedback on the Contact Us page. Also, if you would like to receive our News Flashes and newsletters on-line, please indicate this on the Contact Us page.

"The internet has become an indispensable tool to all business sectors, construction included," states Berniece. "It allows us to communicate frequently with the people we depend on for our success. We look forward to receiving your thoughts on our site as well as on this newsletter."

UPCOMING MEETINGS

DECEMBER

5	ABC Dinner – Fountainhead, 6:45 pm
1, 15	Berkeley Co. Planning Commission
2, 16	Jefferson Co. Planning Commission
5, 19	Morgan Co. Planning Commission

JANUARY 2004

15	ABC Dinner – TBA
5, 19	Berkeley Co. Planning Commission
6, 20	Jefferson Co. Planning Commission
2, 16	Morgan Co. Planning Commission

FEBRUARY

TBA	ABC Dinner – TBA
2, 16	Berkeley Co. Planning Commission
3, 17	Jefferson Co. Planning Commission
6, 20	Morgan Co. Planning Commission

Industry Angle

The Associated Builders and Contractors has a great website with current information on legislative issues, economic forecasts for the Construction Industry, member programs, a calendar of events, information on education, training, safety as well as publications and legal assistance. It can be accessed at www.abc.org.

The predictions from McGraw-Hill Construction for 2004 are that total construction will increase 1 percent from the projected 2003 level of $505.6 billion to $508.9 billion. However, single family housing construction is expected to drop 2 percent in 2004 primarily due to higher mortgage rates.

The U.S. Department of Housing and Urban Development (HUD) issued a final rule implementing President Bush's Executive Order 13202, which prohibits mandatory project labor agreements on federally supported construction projects. This is a victory for ABC and its members.

ABC has many publications available dealing with OSHA and ergonomic injury, which can be accessed and/or purchased on-line. With regard to ergonomics news, this summer Department of Labor Secretary Elaine Chao and OSHA held three forums on how to define ergonomic injuries and how best to proceed with ergonomics standards. The ergonomics rule issued by the Clinton administration in 2001 has been unenforceable because it was not based on scientific principles or evidence as to what causes musculoskeletal disorders or how to prevent and treat these repetitive stress injuries that can be work related. ABC has submitted a comment in conjunction with the Coalition on Ergonomics that examines the methods of defining an ergonomic injury, and urging government not to mandate controls and other measures based on flawed science. For up-to-date information on how ergonomic injury is described, ABC's testimony on the originally proposed Ergo Rule, and other information related to the new guidelines, visit the ABC website or the National Coalition on Ergonomics Homepage.

Staff News



Gareth Hobbs, a sophomore at West Virginia University, worked with us this summer as a laborer. Gareth, the son of Joyce Hobbs, is majoring in Exercise Physiology and also plays a Saxophone in the WVU Marching Band. We wish Gareth the very best with his studies and hope he will work with our company again in the future.

Minghini's General Contractors, Inc.
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EASTERN PANHANDLE CONSTRUCTION AND DEVELOPMENT NEWS

BLUEPRINT for Progress

WINTER 2003

Construction — Always a Player!

Anyone with any familiarity with West Virginia's Eastern Panhandle will undoubtedly have noticed relentless change in our physical environment over the years. This change is often summarily attributed to our tremendous population growth — recently more than 20 percent per decade. In reality, this change is a primary function of the area's changing economic structure and not just population growth.

The Construction Industry in the Eastern Panhandle sits as a cornerstone of the local economy in a way that is both unique and significant. Its uniqueness is centered on the fact that the Construction Industry is pivotal in all economic situations, whether a vibrant, growing economy or a receding, stagnant economy. Construction is always a player — even though the Industry goes through some peaks and valleys related to volume. When our economy is considered strong or healthy, as it has been in this area for a number of years, the role of the Construction Industry is to fulfill the demands of the products/goods/services sectors for the physical infrastructure needed to sustain or enhance further economic activity. Without an adequate Construction Industry present under this economic scenario, the local economy would constrict, become outmoded and uncompetitive to other sectors. On the other hand, if our economy would become weak or distressed, the role of the Construction industry then would shift, serving more as an instrument of the governmental sector . . . as a strategic component in economic recovery programs.

So the vitality of the macro-economy is not the sole determiner of the significance of the Construction Industry to our local economy. As individual construction companies, or subs or suppliers, we may feel the impact of a strong or weak economy in the types, volumes, and even the profitability of our short-term business activity. But under any circumstance, we are a very vital player in any economy. The Construction Industry provides tangible and necessary products (housing, industrial facilities, commercial buildings, utility and transportation infrastructure, etc.). It supports a dynamic local workforce. And, it consistently generates one of the highest levels of "ripple" or "multiplier" effects when compared to all other economic sectors.

The impact of the multiplier effect is felt in the local economy when the firms that supply goods and services to the Construction Industries place upstream demands on other producers. This happens when the employees of these firms make additional purchases themselves (like cars, houses, college educations for their kids) and when the state and local governments begin to spend the additional tax revenues that these purchases generate. The multiplier effect of our Construction Industry indicates that every $1.00 spent in Construction will generate $1.95 in total economic activity.

(continued on page 3)

PROJECT GALLERY



Bank of Charles Town in Hedgesville completed and open for business



Interior Remodeling of Nail Famous in the Martinsburg Mall



Construction of First United Bank & Trust on Edwin Miller Blvd., Martinsburg

New Construction

New Construction of the South Jefferson Public Library at Summit Point
Renovations for CSX Railroad of the MARC Layover Facility on Queen Street in Martinsburg

Customer Profile



Tam, Owner

Nail Famous
Martinsburg Mall, Ste. 419
(304) 267-6445

Tam, the owner of Nail Famous, moved to Martinsburg in 1992 after completing his schooling in Rochester, NY where he majored in IT. After working for a couple of years in his field, he had the opportunity to visit his family in Martinsburg. Originally from Vietnam, he says he and his family were attracted to the area because "it's peaceful, quiet & has nice people". He wanted to work with his family so when he discovered the nice lifestyle Martinsburg offers, it didn't take too much convincing in 2000 to get him to take over the professional nail care business his family started in 1994.

Nail Famous provides a wide range of nail-oriented services from manicures to pedicures. Some of its specialty areas include: sculptured nails, silk wraps, gel nails, airbrush design and other nail art. Tam had to wait two years to remodel the business for approval from Crown America, but says the wait was worth it. Very pleased with the work Minghini's did to turn the busy operation into a stylish salon, Tam says, "The customers are very happy; they enjoy the new environment and the exhaust system is better for employees and customers alike."

Currently, five members of Tam's family work in the business, which is open seven days a week from 10 a.m. to 9 p.m (Mon - Sat) and noon to 6 p.m. on Sunday. While walk-ins are always welcome, customers often call for an appointment to get their favorite stylist or to keep from having to wait. Tam says he's thinking of opening a new location in Charles Town, but going ahead with plans will depend on finding the right employees.

We wish Tam continued success in his newly remodeled facilities and feel assured that his positive attitude and warm personality will attract the talented people he needs to expand his business in the future. ■

Supplier



Jeff Grace, District Sales Manager

Allensville Planing Mill, Inc. (APM)
701 Mid-Atlantic Parkway
Martinsburg, WV
Allensville, WV
(717) 816-6098

APM provided Minghini's with the wall panels for the South Jefferson Public Library at Summit Point as well as the First United Bank & Trust in Martinsburg from its plant in the Mid-Atlantic Industrial Park in Martinsburg. APM originated in Allensville, PA where the company had been building roof and floor trusses since the early 1970s. Today APM has plants in Martinsburg and Allensville, PA and includes wall panels in its product line.

Pre-fabricated wall panels accelerate the building process, allowing the framing crew to have buildings up and under roof in less time than required in conventional construction processes. Allensville's plant in Martinsburg is equipped with computer controlled equipment to aid in the design and fabrication of panels. Additionally, APM owns and maintains its own fleet of trucks, many of which are fitted with cranes for setting trusses upon delivery.

Jeff joined the company a year ago and is responsible for serving clients in Maryland, West Virginia and Virginia, although the company's region includes Pennsylvania, New Jersey and Colorado. He says that APM's philosophy is to give personalized customer service, competitive pricing, and deliver products in a timely manner. He also says he has enjoyed working with Minghini's because Estimator Don Miller is a knowledgeable person and the construction company is up-to-date on customers' objectives and how to satisfy their needs, while being competitive in the market area." ■

Associate



Jeff Hall, Owner

BJ's Custom Creations
900 Sweeney Drive
Hagerstown, MD
(301) 733-9500

Jeff Hall started BJ's nine years ago to cater to the full-service needs of customers in the region for specialty advertising items that require screen printing, embroidery or other applications of corporate logos. The company provides a wide range of products with company logos to customers all over the United States. Berniece found out about BJ's at the ABC Trade Show and promptly had orders in for company shirts, sweatshirts and coasters. Aside from being able to provide "almost anything promotional you can think of with a company logo on it," Jeff says that the reason customers choose BJ's Custom Creations is their on-time service and delivery and their quality line of products, which they stand behind 100%. The company's sales reps. makes calls on customers to help them plan their promotional needs and were highly complimentary about how great it was to work with Berniece. "She's a super person," noted Jeff – and not just because she's a customer! ■

Subcontractor



Tim Beard, Vice President



Sandy Carlin, Office Manager

Botanica Services
350 S. Mulberry Street, Hagerstown, MD
(301) 745-4644

Two brothers (Dale and Tim Beard) with three decades of experience in lawn care and landscaping formed Botanica Services eight years ago in Hagerstown. The company serves the landscaping and hardscape design, installation, and maintenance needs of commercial and residential customers. Hard work and a quality product have resulted in tremendous growth for the company so that now with a workforce ranging between 25 and 30, Botanica provides landscape services to the quad-state region. The company often works with general contractors on commercial projects. According to Tim Beard, who says he learned about lawn maintenance by mowing his way through school, Botanica offers competitive pricing, quality work, and a knowledge base covering many fields including irrigation, chemicals, mowing, pruning, plants, and materials. In the winter, the company also offers snow removal services. Botanica recently provided the landscaping and plant materials for Minghini's Bank of Charles Town construction. ■

Editorial Insight

Safety, a Core Value



Berniece Collis Vice President

Let's face it, construction is a pretty dangerous business. With so many materials, chemicals, vehicles, digging, nailing, holes, and partially completed structural components, not to mention people coming and going on a work site, the demand for safe practices is critical. One bad accident can virtually cripple a construction company, especially in terms of the human cost. An accident is also costly from a financial perspective and OSHA inspections can result in heavy fines when regulatory infractions are found on the construction site.

Most construction companies have safety as a goal. But a lot more than lip service is necessary to assure that safety becomes a core value and workplace mindset. A good Safety Program can transform core values into core competencies. The owners, managers and supervisors in construction companies must always be thinking of ways to keep safety alive in their on-the-job training, internal communications and corporate information.

Some of the steps we have taken at Minghini's to emphasize safety as a core value is to hold regular weekly safety training meetings with our team. At these meetings we cover safety issues and MSDS (Material Safety Data Sheets) when using a new material. We also make sure that the appropriate protective equipment is available and being used on the job sites depending on the phase we are in and the materials and tools being used.

Also within our Corporate Manual is a clear section on our Safety Program Goals that each employee has to read and sign. At the beginning of each year, working with our crew superintendents, we set three major safety objectives to be accomplished during the year. These are the long-term goals. Other short-term goals are established on an on-going, situational basis as problems, needs or trends arise. Both types of goals are then documented on the Safety Program Goals form, which is posted in a prominent place as a reminder and within our Corporate Manual. Our Safety Program Goals serve to continue our safety program and ensure safe working conditions for our employees. They also help direct our safety education efforts and play a role in the implementation of our safety record keeping system.

The main thing in any workplace safety program is consistency, frequency and involvement. Your results will be much better if you involve your employees in an interactive dialogue on safety, get them involved in setting goals, and ask for their involvement in taking concrete steps so that no one is injured on the job. Some companies go so far as to reward their employees for good safety records – and some set up penalties for safety infractions.

The rise in Worker's Compensation rates in West Virginia attests to the fact that there are a lot of unsafe work environments, that people often take advantage of situations to get undeserved benefits, and that juries tend to be hard on companies and favor the injured in personal injury lawsuits. The best remedy is to avoid accidents at all costs through safe practices, which are reinforced by a proactive Safety Program.

If you are an owner, supervisor or employee in the Construction Industry, safety has to be Priority One. Please contact me by internet if you would like to know more about sources that can help you with your program. There are consultants, trainers, and literature that might be of help. ■

Construction — Always a Player!

(from page 1)

What kind of numbers are we talking about? The most recent statistics from the State show that out of 1,447 businesses operating in Berkeley County, 168 of these are in the construction fields. Of a county-wide payroll of $540,601,000, $21,672,000 is construction related. Finally, more than 855 people are employed in Berkeley County in construction trades; although, many construction workers also leave the County for jobs throughout the region. So we can easily conclude that the Construction Industry is a major force in our local economy.

Minghini's is proud to be part of this vital component of our economy. As we continue to celebrate the 15th anniversary of owning the firm, we also look forward to a continued role in standing up for and improving our Industry through membership in professional and business associations like ABC, the Martinsburg/Berkeley County Chamber of Commerce and Independent Business Owners of America. ■

Community Involvement

Berniece and Craig were Project Managers for the Girl Scout's United Way Day of Caring Project. They coordinated the acquisition and delivery of materials for an enclosed area on the existing pavilion (which was built by Minghini's team as 1999's Day of Caring Project) for storage. Employees and family members of Essroc volunteered their time on Saturday, October 25th to complete the work.

THANKS ARE DUE. On behalf of the Girl Scouts of Shawnee Council and Minghini's General Contractors, Craig and Berniece wish to thank the Lumber Yard for the **VERY GENEROUS** donation of materials and the employees and family members of ESSROC for sharing their valuable time with the community.



Thanks to the Essrock team who worked on the Shawnee Girl Scout Council Pavillion enclosure (from l to r): Mark Andrews, AR Emmert, Gordon Jones and John MacKeller

CONGRATULATIONS TO Morgan Collis, the younger son of Berniece and Craig who is in his senior year at Martinsburg High School. Morgan is having a great year in soccer and was recently chosen to be an All Region Player. Morgan's soccer team won the Section 4 Championship, but at the Region II Finals lost to Morgantown. Still, the team had an excellent year and deserves a lot of credit. ■



Morgan Collis (#5) and his MHS Bulldog Soccer Team won the Section 4 Championship