



December 22, 2010

RECEIVED

JAN 03 2011

**SOUTH DAKOTA PUBLIC
UTILITIES COMMISSION**

Robert E. Jones
Vice President
TransCanada Keystone Pipeline LP
717 Texas Street
Houston, Texas 77002 – 2761

Tel: 1.866.717.7473
Email: keystone@transcanada.com
Web: www.transcanada.com/keystone

Dear Keystone Landowner,

We continue to move forward in our plans for the construction of the Keystone XL Pipeline. We anticipate completion of the federal regulatory review process in 2011. Construction is scheduled to occur in late 2011 and throughout 2012. We will keep you informed as these plans are confirmed.

Following the South Dakota Public Utilities Commission (PUC) approval of the project earlier this year, the PUC approved the appointment of Sarah Metcalf as the South Dakota Public Liaison Officer for this project. The role of the Public Liaison Officer is to facilitate the exchange of construction-related information between Keystone (including its contractors) and landowners, local communities and residents. The Public Liaison Officer will endeavor to address issues and concerns that may arise as a result of the project. Sarah can be reached at 1-888-375-1370. This toll free telephone number will remain in operation until construction activity and restoration in South Dakota is complete.

You can also contact Sarah at: SDLiaison@keystone.trow.com or at:

South Dakota Public Liaison Officer
Keystone Pipeline Construction
2525 W. Main
Suite 305
Rapid City, SD 57702

Enclosed is a copy of Sarah's biography.

Keystone is committed to working with landowners and if you have questions, comments or concerns related to construction please contact Sarah. You may also contact the Keystone team for any project related information by calling the general information line: 1-866-717-7473, or by sending an email to: keystone@transcanada.com.

On behalf of the entire TransCanada Keystone team, we wish you a happy holiday season.

Sincerely,

Robert E. Jones
Vice President
Keystone Pipelines

Sarah J. Metcalf

Education:

- **Masters of Science in Land Rehabilitation-** Montana State University, May 2005
- **Bachelors of Science in Biology-** Montana State University, Dec. 1998

Professional Experience:

SD Pipeline Liaison Officer

Ellis and Associates, Inc. May 2008-present

- Facilitated communications between officials with the Keystone Pipeline and the South Dakota Public Utility Commission, other regulatory agencies, landowners or other concerned parties with concerns about the Hydrocarbon Pipeline construction in South Dakota.
- Conducted on site visits and inspections of construction sites and haul roads to assess the problems and coordinate a resolution with affected groups to help resolve any issues related to pipeline construction.
- Met with concerned parties and regulatory agencies to explain procedures or address issues regarding construction.
- Filed quarterly reports with the SD-PUC regarding all communications and activities of the SD Pipeline Liaison Officer, during the construction phase. File yearly reports for three years post construction.

Senior Land Agent

Ellis and Associates, Inc. March 2006-May 2008

- Worked with landowners to obtain permission to conduct surveys for NEPA study of Hydrocarbon pipeline corridor, explaining the procedures and addressing questions and concerns of landowners and regulatory agencies.
- Coordinated cultural, environmental and civil surveys, with landowners and contractors to ensure proper access and notification practices.
- Negotiated with landowners to obtain easements for pipeline right of way.
- Conducted on site visits and inspections to assess damages and address landowner concerns.
- Met with regulatory agencies to obtain various permits for roads, contractor yards and other pipeline facilities and operations.
- State Safety Representative: Monitored and reported all agent safety issues, conducted weekly safety meetings and reports for SD Keystone Land Office.
- Title searches, meetings, reporting and other administrative duties.

Environmental Planner II

Danelowitz and Associates, Inc. Jan. 2006-March 2006

- Worked for Arizona Department of Transportation Environmental Enhancement Group in Phoenix AZ. Coordinating environmental planning issues during NEPA environmental clearance for road development and repair projects
- Specifically dealt with the Clean Water Act and 404 permitting, threatened and endangered species, habitat protection, cultural and historic issues, air and noise quality, mitigation measures and public and agency scoping/outreach projects.

- Coordinated with other departments, contractors, agencies and the public to assist ADOT in the environmental clearance process for several projects concurrently.

Wetland Specialist/Environmental Consultant

Pioneer Environmental June 2005-Nov. 2005

- Designed and coordinated mitigation projects for multiple projects.
- Conducted wetland delineation, 404 permitting and construction inspection of mitigation sites, erosion control in impacted wetland sites during development of Spanish Peaks Resort in Big Sky, MT.
- Designed and supervised construction of wetland mitigation and restoration projects for the E.P.A. at Lone Moose Meadows in Big Sky, MT.
- Consulted at Snake River Sport Club in Jackson Hole, WY, located and inspected wetland mitigation sites and supervised re-vegetation activities.
- Archaeological survey at JY Ranch in Grand Teton NP to avoid cultural impact prior to construction of visitors' center. Assisted in land rehabilitation efforts in forested areas of the ranch.

Field and Lab Technician

Metcalf Archaeological Consultants - June 1990-Oct. 2000

- Conducted archaeological surveys and excavations for cultural impact assessment prior to and during land development. Artifact and feature mapping, inventory, sampling and collection.
- Conducted topographical and archaeological site mapping with GPS, compass, laser level, and total station.
- Analyzed artifacts, soil samples and radiocarbon dating materials.

Environmental Inspector

BioResources Inc. - May 1999-Nov. 1999

- Monitored construction of natural gas pipelines across Wyoming for environmental compliance with NEPA, FERC and EPA regulations.
- Conducted biological surveys related to threatened and endangered species, wetland delineation and mitigation, protection and erosion control.
- Monitored construction in critical habitat areas. Trapped, examined and relocated threatened species when necessary.
- Identified, documented and mapped noxious weed patches.
- Monitored rehabilitation processes; topsoil salvation, over burden removal and replacement, wetland and stream bank reconstruction, seeding and mulching.