

Community Relations Plan Military Munitions Response Program Williston Local Training Area, North Dakota

Munitions Response Site NDHQ-008-R-01
North Dakota Army National Guard

Army National Guard



Contract No. W9133L-14-D-0001
Delivery Order No. 0008

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Acronyms and Abbreviations

AECOM	AECOM Technical Services, Inc. (AECOM)
ARNG	Army National Guard
ARNG-IED	ARNG Cleanup & Restoration Branch
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CRP	Community Relations Plan
EA	EA Engineering, Science, and Technology
ERT	Earth Resources Technology, Inc.
LTA	Local Training Area
MMRP	Military Munitions Response Program
MRS	Munitions Response Site
NDARNG	North Dakota Army National Guard
NDDEQ	North Dakota Department of Environmental Quality
U.S.	United States
USACE	United States Army Corps of Engineers
USEPA	U.S. Environmental Protection Agency

1. Overview of Community Relations Plan

1.1. Background and Objectives

This Community Relations Plan (CRP; the Plan) was prepared to support the long term management of the Williston Local Training Area (LTA) Munitions Response Site (MRS) (Army Environmental Database Restoration No. NDHQ-008-R-01) in Williston, North Dakota. Environmental work is being conducted at the MRS by the Army National Guard (ARNG) Directorate and the North Dakota ARNG (NDARNG). This CRP intends to anticipate possible concerns and information needs of employees and community members who may be interested in the management of this MRS. This Plan addresses community relations activities, from Remedial Investigation through Record of Decision, per the guidance established by the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA), also known as Superfund. While environmental work at the MRS is conducted under the Military Munitions Response Program (MMRP), this program follows the general guidance established under CERCLA.

The objectives of the NDARNG in community relations are to:

- Encourage open communication between the NDARNG and the community surrounding the Williston LTA MRS.
- Inform the community of technical progress at the Williston LTA MRS under the MMRP.

The activities described herein provide a broad possible range of opportunities for the surrounding community to be informed and involved. The approach and activities may change to reflect the evolving status of investigations and information needs of the community. AECOM Technical Services, Inc. (AECOM) will provide expertise and assist the NDARNG/ARNG with the implementation of the community relations activities outlined in this Plan. This Plan follows the guidance in the United States (U.S.) Environmental Protection Agency (USEPA) *Superfund Community Involvement Handbook* (EPA 540-K-05-003; April, 2005) and guidance specific to MRSs outlined in Engineering Pamphlet 200-3-1, *Public Participation Requirements for Defense Environmental Restoration Program* (United States Army Corps of Engineers [USACE], 2011).

This project is being executed by AECOM, under ARNG Contract Number W9133L-14-D-0001, Delivery Order No. 0008, issued 29 September 2016 and modified 29 June 2017.

1.2. Organization of the Community Relations Plan

This CRP contains the following sections:

- *Section 1.0 Overview of Community Relations Plan* states the purpose for developing this Plan, its key features, and sources.
- *Section 2.0 Site Description and History* presents historical, geographical, and technical details that help readers understand why this project is being executed at the Williston LTA MRS under the MMRP.
- *Section 3.0 Community Information* presents information on the communities and businesses surrounding the Williston LTA MRS and discusses the communities' concerns and informational needs.

- *Section 4.0 Community Relations Program* identifies key community resources and discusses how community relations activities will be implemented.

- Appendices

- Appendix A: Potential Administrative Record Locations

- Appendix B: Completed Surveys

- Appendix C: List of Key Officials and Other Contacts

- Appendix D: List of Newspapers and Radio/Television Stations

- Appendix E: Suggested Public Meeting Locations

- Acronyms

To improve readability and understanding, this CRP has attempted to limit the use of acronyms. However, several lengthy names and terms appear so often that these acronyms are used and defined on page ii.

2. Site Description and History

Background information on the operational history of the Williston LTA MRS is summarized in this section.

2.1. Site Description

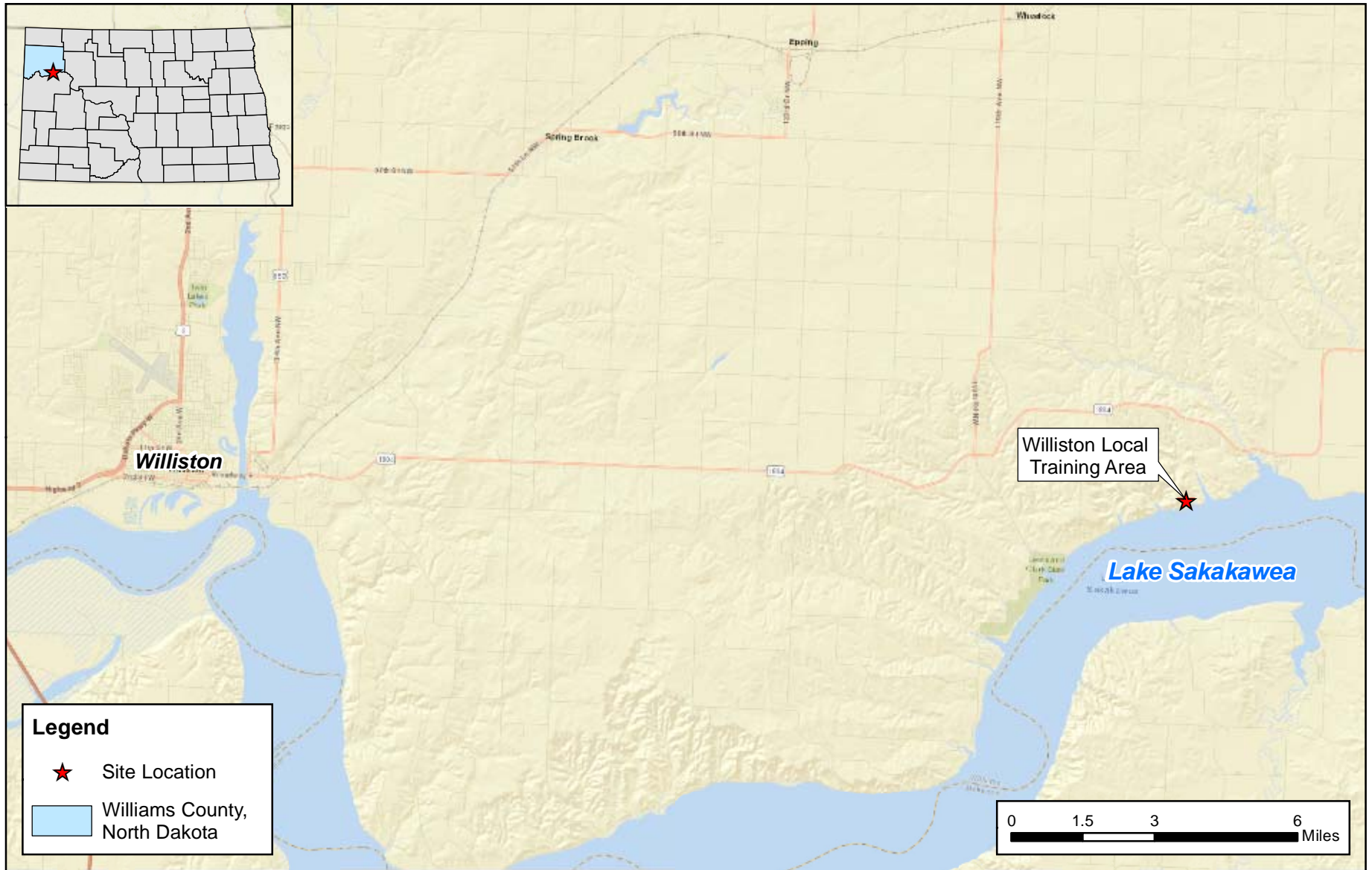
The Williston LTA MRS is a former small arms range (0.52 acres) located in a remote area of Williams County, North Dakota, approximately 21 miles east of the city of Williston and roughly 630 feet north of the northern shore of Lake Sakakawea, a dammed lake along the Missouri River (**Figure 2-1**). The MRS is located in the southwest corner of the 344.5-acre former Williston LTA, which contains rugged terrain with mixed grass prairie and woody draws with rolling prairie and badlands topography. Improved entrance roads and interior trails within the LTA are not well maintained. The area outside of the MRS, within the former Williston LTA, was used by NDARNG for both company and squad level training authorized by Camp Grafton, including: overnight field training, convoy operations training, land navigation, mobility/counter mobility training, engineer obstacle training, and wheeled vehicle training (NDARNG, 2013). Live-fire training no longer occurs. The property is federally owned and administered by USACE – Omaha District and has been co-leased to NDARNG and a Cattle Grazing Association. The Williston LTA is remotely located with access to the site restricted by a fence and locked gate; access is possible by boat from Lake Sakakawea.

The MRS consists of a former 25-meter zero range with an earthen impact berm (**Figure 2-2**). Soils within the MRS are predominantly loamy and hard packed. The range is located in a coulee, surrounded on three sides by steep, rugged hills; the earthen berm divides the coulee, reaching from the northeastern hill to the southwestern hill slope. In addition to the main berm, a raised side berm is present that extends up-range, towards the firing point, along the southwestern hill slope. During small arms training, the surrounding hills acted as natural backstops. These natural backstop hills are outside of the currently drawn MRS boundary shown **Figure 2-2**, but will be better delineated during this Remedial Investigation. According to the 2013 Preliminary Assessment report, a small “duck pond” was constructed behind the 25-meter earthen berm at the request of the USACE (NDARNG, 2013). Since construction, the constructed pond has filled in with cattails, is silted in considerably, and is only wet seasonally.

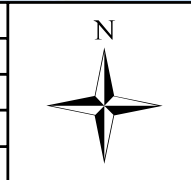
2.2. History

According to a Preliminary Assessment Narrative Report completed in 1993 (EA Engineering, Science, and Technology [EA], 1993), NDARNG has leased the Williston LTA area from the USACE since 1959 for use as a recreation and training area. The firing range was operational between 1960 and 2002 and was used by NDARNG for small arms qualification and instructional firing purposes. An earthen berm, reinforced with railroad ties, was reportedly constructed around 1991. Prior to construction of the berm, the surrounding hills were used as a backstop to targets used during training. The steep hillsides continued to serve as additional backstop following berm construction. Targets were reportedly set up in the northern end of the coulee. Firing occurred towards the north, away from Lake Sakakawea, from 12 firing points into the earthen berm and hillside backstop.

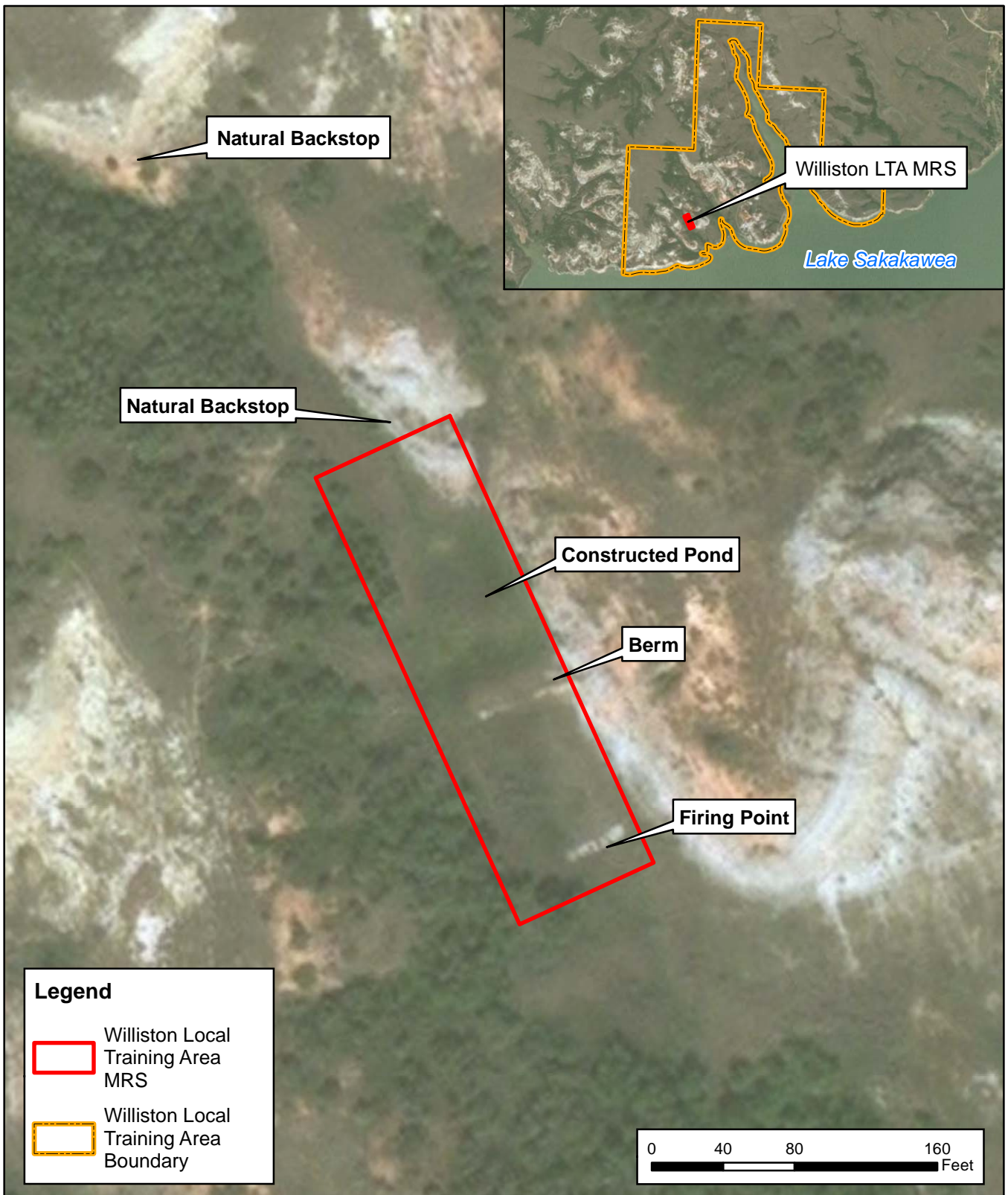
Munitions usage data is not available for training activities at the Williston LTA range. However, it is known that training was limited to small-caliber ammunition. Operations reportedly included zero and familiarization fire with M1, M14, and M16 rifles, M9 and M1911 pistols, and M2 (plastic training ammunition), M60, and M249 machine guns (NDARNG, 2012). In 1999 a number of installations replaced traditional bullets with lead-free tungsten composite rounds; however, to the best knowledge of



CLIENT	Army National Guard			
PROJECT	RI through DD for Williston LTA, ND MRS			
REVISION NO	0	GIS BY	MS	11/7/2017
SCALE	1:190,080	CHK BY	JL	11/7/2017
SOURCE	ARNG; State of North Dakota, ESRI & Partners	PM	LS	11/7/2017



Williston Local Training Area Site Location		
 12420 Milestone Center Drive Germantown, MD 20876		



CLIENT		Army National Guard		
PROJECT		RI through DD for Williston LTA, ND MRS		
REVISION NO	0	GIS BY	MS	2/6/2018
SCALE	1:960	CHK BY	JW	2/6/2018
SOURCE	ARNG; State of North Dakota, ESRI & Partners	PM	LS	2/6/2018

N

Williston Local Training Area Site Layout

12420 Milestone Center Drive
Germantown, MD 20876

Figure 2-2

NDARNG range personnel, there has been no use of tungsten-containing munitions at the Williston LTA (Earth Resources Technology, Inc. [ERT], 2008).

Range operations ceased in 2002 and official closure was obtained in 2012 (NDARNG, 2013). According to NDARNG personnel, approximately 5,000 live-fire small arms rounds were used per training event, on an annual basis. Over the 43-year history of the small arms range, it is estimated that 215,000 small arms rounds were expended at the MRS (ERT, 2008). In addition, there was a one-time use of six to eight cratering charges (approximately 300-400 pounds of explosives) in 1998 to construct a small “duck pond” at USACE request. All charges were verified to have detonated.

Munitions usage at the maneuver and training area has been consistent throughout its operational history (1959-2007). Small-caliber blank munitions, in addition to other munitions, including limited pyrotechnics, have been used in the maneuver and training area. Common munitions that may have been fired include artillery simulators, ground burst simulators, hand grenade simulators, and booby trap simulators. An estimated 460,800 blank small arms rounds and 348 pyrotechnics were expended over the course of the 48-year history of the maneuver and training area (ERT, 2008).

Since range closure, NDARNG has removed all buildings and structures and has terminated electrical hookups associated with the former range. NDARNG has also removed, and properly disposed of, the railroad ties supporting the earthen berm following waste characterization in 2012 (NDARNG, 2013).

2.3. Regulatory Requirements and Responsibilities

The recommendations made in this plan are designed to meet the regulatory requirements for community relations as determined by the National Oil and Hazardous Substances Pollution Contingency Plan, 40 Code of Federal Regulations Part 300, of CERCLA Section 113(k)(2), as amended by the Superfund Amendments and Reauthorization Act of 1986, and the U.S. Army MMRP. Guidance offered by the USEPA’s *Community Involvement Handbook* (April 2005) and the USACE’s Engineering Pamphlet 200-3-1, *Public Participation Requirements for Defense Environmental Restoration Program* (2011) has been followed in preparing this CRP.

In accordance with CERCLA requirements, this CRP has been drafted in advance of the subject Remedial Investigation and Feasibility Study to outline potential community involvement protocols. The North Dakota Department of Environmental Quality (NDDEQ) is the lead regulatory agency, and provides regulatory oversight and significant input to proposed actions. It should be noted that the NDDEQ is beginning an approximate 2-year process of changing its name to the North Dakota Department of Environmental Quality, and may eventually be referred to as such during the course of this project.

The following are USACE contacts, which as the landowning agency, shall be represented in all public participation:

Michael Tietz
Environmental Engineer
USACE
701-654-7769
Michael.A.Tietz@usace.army.mil

Jeremy Thury
Natural Resources Specialist
USACE
701-654-7761
Jeremy.J.Thury@usace.army.mil

The following are ARNG, NDARNG, and NDDEQ contacts responsible for supporting public participation in the Williston LTA MRS environmental projects:

Stephen P. Herda
Environmental Program Manager
NDARNG
Building 30, Fraine Barracks Road
Bismarck ND 58506-5511
701-333-2070
Stephen.P.Herda.nfg@mail.mil

MAJ Amber Schatz
Public Information Officer
NDARNG, Public Information Office
Building 30, Fraine Barracks Road
Bismarck ND 58506-5511
701-333-2007
amber.r.schatz.mil@mail.mil

William Prokopyk
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NDDEQ
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Bismarck ND 58501-1947
701-328-5160
dkannenberg@nd.gov

2.3.1. CERCLA Process Overview

As mentioned above, the MMRP follows CERCLA guidance in conducting environmental work at MRSs. CERCLA is a federal law designed to clean up sites contaminated with hazardous substances, pollutants or contaminants (including munitions). The ARNG is responsible for environmental restoration activities at the Williston LTA in accordance with CERCLA and other applicable Federal, State, and local requirements. The objectives of CERCLA are to: identify, investigate and clean up hazardous wastes sites that may pose a threat to human health or the environment; include the public in the decision-making process; and attain environmental restoration objectives. The CERCLA process is summarized below and graphically depicted in **Figure 2-3**.

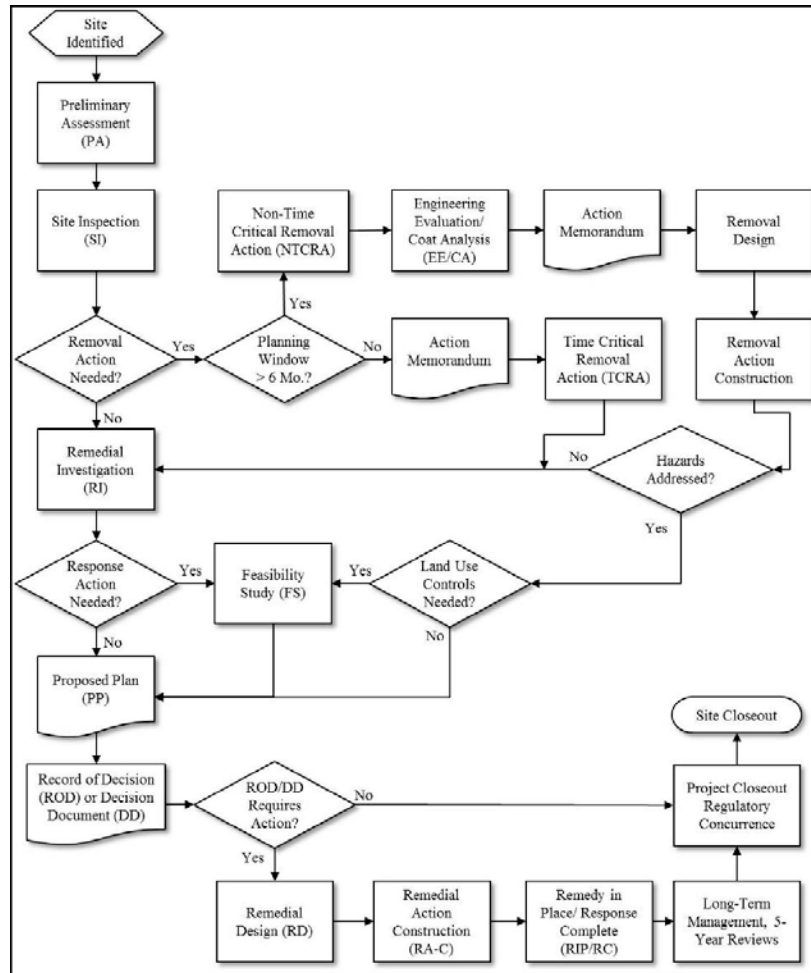
Investigation

The first phase of the CERCLA process consists of a Preliminary Assessment at a site, which consists of document reviews, visual site inspections, and interviews to determine whether or not a chemical release has occurred at a site and if further investigation is warranted. If the Preliminary Assessment suggests that contamination may be present, a Site Inspection is conducted to collect and analyze environmental samples to determine if additional study is required and if response actions may be needed. At this point, it may be determined that the site poses no risk and requires no further action.

If the Site Investigation indicates the site requires additional investigation, a Remedial Investigation will be conducted. The Remedial Investigation involves collection of more comprehensive data at the site to assess the nature and extent of contamination and the potential risks posed by the

contamination. The results of the Remedial Investigation are used in developing remediation goals and remedial alternatives for cleanup in a Feasibility Study. The remedial alternatives and the preferred or selected alternative are presented in the Proposed Plan. The Proposed Plan is reviewed by the public and the final selection of the remedial alternative is documented in a Record of Decision or equivalent Decision Document. Sites determined to require no further action at any phase of the investigation process are considered to have reached Response Complete.

Figure 2-3. Overview of CERCLA Process



If during the inspection process it is determined that a removal action is warranted, either a Non-Time Critical Removal Action or Time Critical Removal Action may be conducted. A Time Critical Removal Action typically occurs in 6 months or fewer and public involvement begins with making an Administrative Record available to the public within 60 days of the start of removal. Because of the increased time available to conduct a Non-Time Critical Removal Action, this type of removal action is preceded by an Engineering Evaluation/Cost Analysis wherein a streamlined evaluation of options occurs. Announcement of the results of the analysis via a public notice and a Community Relations Plan, complete with Administrative Record and outreach, is appropriate for Non-Time Critical Removal Actions. Both types of removal actions would be conducted under an approved Action Memorandum.

Cleanup

The cleanup phase begins with the Remedial Design of the selected remedy. Remedial Action Construction is the implementation of the cleanup, and may include Remedial Action Operation or operation of the remedy until the cleanup objectives required by the Record of Decision for that site have been met. Some sites may require a review of the Remedial Action at least every five years after it is initiated. These reviews are performed to ensure that the remedy is functioning as designed and that any necessary operation and maintenance activities are taking place. Additionally, any remedy that leaves contamination on site at levels above those acceptable for unlimited use and unrestricted exposure must undergo a five-year review to assure site use remains restricted, as appropriate to the selected remedy.

2.4. History of Investigation Activities

Three environmental investigations have been completed at Williston LTA since 2008. These include:

- Final Preliminary Assessment Narrative Report, Garrison Dam and Lake Sakakawea, 1993 (EA, 1993)
- Final Operational Range Assessment Program Phase I Qualitative Assessment Report, Williston Local Training Area, North Dakota, 2008 (ERT, 2008)
- Preliminary Assessment Report, Williston LTA, 2013 (NDARNG, 2013)

The 1993 Preliminary Assessment Narrative Report and 2008 Phase I reports included qualitative assessments to determine if potential munition constituents could be migrating off-range while the Williston LTA was operational. Both reports concluded that there was no pathway for munition constituents to migrate off-range to human or ecological receptors. Following range closure, another Preliminary Assessment was completed in 2013. The assessment included collecting soil samples from the earthen berm and an adjacent background area for comparison. Data from these samples showed that munition constituents (specifically lead) were present in berm soil at concentrations above human health screening criteria and background levels. Based on these data, the 0.52 acre Williston LTA MRS was recommended to be carried forward for Remedial Investigation.

2.5. Current and Projected Land Use

The land on which the MRS is located is currently owned by USACE – Omaha District. The former Williston LTA property was leased to the NDARNG. NDARNG is in the process of terminating their lease of the property; however, it has been renewed in the interim during the investigation. The property is also co-leased by a cattle grazing association which uses the land for livestock grazing from May through October each year. The Williston LTA is remotely located with access to the site restricted by a fence and locked gate. Occasional trespassers use the site for recreational purposes; access to the MRS is possible by boat from recreational users on Lake Sakakawea. The area is zoned for “Recreation – Low Density Use” per the 2007 Garrison Dam/Lake Sakakawea Master Plan (USACE, 2007). According to the Garrison Master Plan, the area (including the shooting range) that is leased to the NDARNG is zoned as limited use recreation. As such, USACE believes the RI and any subsequent site remediation should follow the USEPA's residential standard of 400 ppm for lead. The projected future use of the former small arms range is livestock grazing. However, due to its remote location and rugged topography, it is very unlikely that the current land use will change in the near future.

3. Community Information

This section includes background information on the local community and known concerns related to the Williston LTA MRS.

Community data were obtained from federal and local online records, such as the U.S. Census Bureau website (U.S. Census, 2016) and the city of Williston's website (City of Williston, 2017).

3.1. Community Background

The Williston LTA MRS is located in a remote, rural area of Williams County, North Dakota. The nearest major city, Williston, ND, is approximately 21 miles west of the MRS. The state capital of Bismarck is located approximately 144 miles to the southeast.

Population

According to the U.S. Census Bureau's annual estimate of the resident population, the city of Williston had population of 26,426 in 2016, making it the sixth largest city in North Dakota.

Government

Williston's government consists of a City Commission with a mayor and four commissioners. Williams County has a five member county commission who represent specified districts. The Williston LTA MRS is located in District #5 which is represented by Commissioner Barry Ramberg. North Dakota has one congressional district and its current Representative is Kevin John Cramer.

Education

According to the U.S. Census Bureau's 2011-2015 American Community Survey 5-Year Estimates, 21.9 percent of Williston's population has a Bachelor's degree or higher, while 90.7 percent has at least graduated high school.

Industry

Construction and extraction occupations collectively comprise Williston's largest economic center, representing 14 percent of civilian employees. This is followed by office and administrative support occupations at 10.8 percent and management occupations at 10.4 percent.

Income

The overall median household income for Williston in 2015 was \$90,171, while the median income for a family was \$94,064. It is estimated that 12.4 percent of all families are below the poverty line while 11 percent of the general population are below the poverty line.

3.2. Community Concerns

There are no known community concerns related to the Williston LTA MRS at this time. Throughout the course of the project, the NDARNG/ARNG will coordinate with the Tribes, North Dakota State Historic Preservation Office, and USACE.

Attempts to create community committees:

To date, no effort has yet been put forth to form a community group or committee (i.e., Technical Review Committee or Restoration Advisory Board) for involvement with the environmental work at Williston LTA MRS. A solicitation of interest will be made every two years if a community group or committee is not formed.

Establishing repositories for information:

To date, an Administrative Record has not yet been established. The Administrative Record, established during the RI phase, is a mechanism to share information with the public and should be maintained or updated as new information is obtained. An information repository may be established at the Williston Community Library or online through a publicly accessible website maintained by the NDARNG. The Williston Community Library is located at 1410 University Ave, Williston, ND 58801.

4. Community Relations Program

4.1. Objectives

This community relations program has several objectives:

- Increase the knowledge level of the community about the Williston LTA MRS under the MMRP.

The primary goal of the program is to provide the community with opportunities to inform themselves and become involved in the decision making process in a meaningful way.

- Provide a variety of ways for the community to participate

Public participation relies heavily on access to relevant information; thus, the second objective flows directly from the first. After people have become more knowledgeable, they will be better equipped to participate. As stakeholders, the community has a right to participate in decisions that will affect the area where they work or live.

The range of interests, knowledge levels, and information needs among the various stakeholders is likely to be broad. The NDARNG/ARNG, with assistance from AECOM, may conduct different types of activities to enable effective participation to reach all stakeholders.

- Provide various levels of information

Various levels of information that are appropriate to the diverse needs of the community may be provided. An information repository, a requirement under CERCLA for informing and involving the public in environmental work at the site, may be established during the RI phase of a project. Two potential locations for a repository are listed in **Appendix A**.

Some individuals may want nontechnical summaries of reports, while others may want more technical summaries combined with the full technical report. The public information program attempts to address this wide range of community needs and interests.

- Conduct community relations activities per regulatory guidance

The MMRP follows environmental cleanup guidance given under CERCLA. All community relations activities follow the general guidelines of the CERCLA process. Lawmakers understood the importance of ensuring the public was involved in the investigation and cleanup process. The law requires specific actions to be taken to ensure all stakeholders are adequately informed and have the opportunity to participate in the decision-making process.

A survey of interest will be initiated to determine if there is sufficient public interest to form a Restoration Advisory Board.

- Maintain coordination with local tribal community stakeholders through the NDARNG/ARNG

NDARNG/ARNG has a programmatic agreement with local Tribes to determine if site activities will require a USACE survey or site assessment for cultural significance.

The achievement of these objectives will result in a productive community relations program with affected stakeholders adequately informed and involved in key decisions.

4.2. Key Community Resources

There are several important resources that could be used in conducting community relations activities. NDARNG's relationship with the surrounding communities can serve as a facilitating factor in obtaining help from a number of prominent organizations that can greatly assist in meeting the objectives of the program. Examples of such organizations and benefits are explained below.

Homeowners and community organizations can be helpful in distributing information to their members, organizing meetings, and allowing ARNG and NDARNG to distribute information at their community events. Once NDARNG has established relationships in the communities, it can address concerns and questions of their neighbors, provided the stakeholders receive sufficient information about the Williston LTA MMRP.

Elected officials may be willing to help in relaying accurate information to their constituents.

Officials and employees of surrounding counties may allow use of facilities for public meetings, advertise events in newsletters, and distribute meeting fliers and other information. They may also help coordinate the information repository and other information at the Williston Community library and permit the set-up of displays.

4.3. Community Relations Activities

The following is a list of community relations activities designed to assist AECOM and the NDARNG/ARNG in meeting the objectives identified in the previous section. Some activities occur at specified project phases by CERCLA. Some activities may also provide additional opportunities for interested stakeholders to gain information and participate in program decisions. Table 4-1 presents the activities that may be undertaken relative to each phase of work at the Williston LTA MRS. The USACE Omaha District, as the administering land owner, is a key site representative and decision maker.

These activities provide a framework for conducting an effective public relations and information program. However, the framework is flexible and can accommodate suggestions from stakeholders on activities that would be more suitable for the community. A typical time frame for implementing these activities is summarized in Section 4.4.

The following activities are identified in the CERCLA guidance:

Update this Community Relations Plan

This Plan is a living document to guide NDARNG/ARNG with providing the community with relevant project information as it becomes available. Additional activities will be added as needed, and suggestions from stakeholders are welcome. The Plan will be revised to reflect significant changes in the level and nature of community concerns and to update the schedule of community relations activities as necessary.

Establish and Maintain an Administrative Record and Information Repositories

An information repository is to be established in the community to ensure site-specific information is available to stakeholders. Information at the repository will include technical reports, factsheets, general information, the Administrative Record, and other relevant documents. The Administrative Record is a file maintained by NDARNG/ARNG, which contains all the information that will be relied upon to make decisions. AECOM, as directed by the NDARNG/ARNG, will update the

contents of the repository as new information becomes available. Potential locations for the information repository are provided in **Appendix A**.

Establish a Spokesperson

A local representative from the NDARNG has been selected to voice the news of the MMRP and to answer questions and collect comments from the community. The spokesperson's name and contact information will be included in outreach products. The NDARNG Public Information Office has identified the following individual for these project activities:

MAJ Amber Schatz
Public Information Officer
NDARNG, Public Information Office
Building 30, Fraine Barracks Road
Bismarck ND 58506-5511
701-333-2007
amber.r.schatz.mil@mail.mil

Conduct Community Outreach

The NDARNG/ARNG with assistance from AECOM, will conduct a survey (see **Appendix B** for example questions) to ensure that community information needs are met. Questions may include: awareness of the MMRP; opinion on the types of public relations activities that would work best in the community; and level of interest in participation. This could be initiated during a Restoration Advisory Board solicitation period. This survey activity can assist NDARNG in assuring that its community relations and information activities are appropriate and responsive to changes in the level and nature of community concerns.

Publish Public Notices

CERCLA calls for public notices to inform the community of the release of relevant documents and the timing of the public comment period. For the current program, this includes the following stages: as the Remedial Investigations and the Munitions Response Site Prioritization Protocol are announced, solicitation of interest in forming a Restoration Advisory Board, when a Proposed Plan for the MRS is released for review, and when the Record of Decision for the MRS is finalized. The NDARNG identified MAJ Amber Schatz, Public Information Officer (amber.r.schatz.mil@mail.mil) as the point of contact. Public notices announce Restoration Advisory Board meetings, should there be public interest expressed in interviews.

Hold a public comment period and meeting on the proposed action

The public comment period will provide stakeholders with the opportunity to express opinions on alternatives identified for remedial actions at the Williston LTA MRS. Community input is encouraged, and stakeholders will be made aware that NDARNG and the State of North Dakota will seriously consider their opinions in the final decision on an action plan. The comment period lasts for a minimum of 30 days and may be extended at stakeholder request. During the public comment period, NDARNG may provide an opportunity for stakeholders to meet with NDARNG, NDDEQ, and USACE representatives to discuss the alternatives.

Prepare a responsiveness summary of the proposed action

A responsiveness summary containing comments, criticisms, and new data received primarily during a public comment period will be prepared and published in the administrative record. The comments include oral transcripts or written citizen input submitted at any public meetings, public hearings, or

Table 4-1. Community Relations Activities for Upcoming Technical Milestones

Community Relations Activity Goals	Technical Milestone			
	Conduct Remedial Investigation/ Feasibility Study for the MRS	Prepare Remedial Investigation/ Feasibility Study Report for the MRS	Identify Preferred Alternative and Proposed Plan	Prepare and Issue Record of Decision
Prepare and update Community Relations Plan	Ongoing: update information as it becomes available			
Maintain Administrative Record	Establish and update information as it becomes available			
Establish Spokesperson	MAJ Amber Schatz, NDARNG Public Information Officer			
Conduct Community Survey	As determined by NDARNG based on anticipated level of public interest			
Prepare Factsheets			Required	
Conduct Information Sessions	TPP Meetings with Regulatory Stakeholders			
Update Information Repository	Ongoing: update information as requested by public			
Compile a Mailing List	Create and update information as requested by public			
Public Comment Periods			Required	
Hold Public Meetings			Required if public requests	
Publish Public Notices		Required*	Required	Required
Prepare Responsiveness Summary		Required whenever a public review period is held		
Solicit interest in forming a Restoration Advisory Board	Required	Re-solicit every 2 years if not formed		
Solicit interest in participating in Munitions Response Site Prioritization Protocol scoring		Required for initial drafting		
Form a Technical Review Committee or Restoration Advisory Board	If requested by NDARNG based on public request			

*For the establishment of an Administrative Record and completion of the Munitions Response Site Prioritization Protocol

during public comment periods, as well as major issues and concerns raised during the various phases of the proposed action program. The responsiveness summaries provide a comprehensive response to all significant comments and concerns raised by the community. It also briefly summarizes major community concerns and documents responses to comments. Responsiveness summaries are intended to be concise and complete reports that the public can understand.

The following activities are additional optional activities under CERCLA:

Form a Restoration Advisory Board

Given enough community interest, 50 or more persons, a Restoration Advisory Board will be established for Williston LTA MRS stakeholders. Board members will provide input on the frequency and preferred location of their meetings. Interested stakeholders who are not on the Restoration Advisory Board will be invited to attend meetings and observe the Board at work. The Restoration Advisory Board provides expanded opportunities for stakeholder relations and two-way communication between NDARNG/ARNG, the USACE, and the community.

Compile a Contact and Interested Party Mailing List

A list of stakeholders who express interest in the Williston LTA MMRP will be maintained for future use in mailing fact sheets, newsletters, meeting notices, or other communications. This list ensures that stakeholders who have expressed an interest will be kept informed of site activities.

Appendix C contains a list of elected officials and other contacts. NDARNG will add stakeholders to the mailing list at their request through the information sessions, mail, or meetings.

Conduct Informational Meetings

Informational meetings monitor and assess stakeholders' concerns, answer questions, and explain plans and activities under consideration. These may be via a Restoration Advisory Board meeting, or may be more informal if interest in a Board does not persist. These meetings give the community a chance to express questions and concerns in a more relaxed setting. NDARNG may consider holding a number of informational meetings if a Restoration Advisory Board is not established, soliciting feedback from stakeholders through evaluation forms.

At such information sessions, staff from NDARNG would be available for any interested stakeholders to stop by at their convenience and talk one-on-one with staff. These sessions are particularly useful for answering questions or explaining activities that may affect stakeholders differently.

Prepare News Releases and Use Other Media Outlets

Periodic news releases help to ensure that accurate and consistent information is available to the media and the public. The Public Affairs Office for NDARNG may elect to prepare news releases on events such as significant findings at a site, the time and place of public meetings, the availability of proposed plans, the dates of public comment periods, and upcoming MMRP work.

The publication of information in local newspapers, radio, and television is an effective way to distribute information to a larger number of people in a shorter period of time. However, it is up to each newspaper, television station, and radio station whether they use the information in the news release. Therefore, news releases can only supplement, not replace, other forms of communication. **Appendix D** contains a list of local newspapers and radio/television stations.

Conduct Formal Public Meetings

Formal public meetings can communicate information at one time to a larger number of people. Attending a formal public meeting requires the commitment of a stakeholder's time. Many stakeholders have indicated dislike of the emotional or political atmospheres that may exist at formal public meetings. **Appendix E** contains a list of locations that may be used for public meetings.

Prepare Factsheets or Newsletters

If the community suggests that factsheets are useful, then such items may be prepared and distributed through the U.S. Postal Service or email, and/or as hard copy to public libraries. Through the development of a comprehensive mailing list, NDARNG can provide timely and accurate information to stakeholders that can be read at their convenience. The factsheets and newsletters can provide two different levels of information as discussed below.

The newsletter would provide a summary of the actions underway at the Williston LTA MRS. NDARNG would issue the newsletter as appropriate. The newsletter would be sent to all citizens, media, and elected officials on the mailing list and distributed through the U.S. Postal Service or email. Stakeholders could also obtain copies at county libraries.

Factsheets would provide more details on a particular study or an upcoming cleanup action. NDARNG would prepare an initial factsheet if at the MRS there is an indication of release of munitions constituents at levels of concern. If response plans are proposed, NDARNG would provide a fact sheet on the plans. Factsheets can also provide updated information as studies progress.

Maintain Contact with Elected and Local Officials

NDARNG may also provide elected officials with pertinent project information to help them answer questions from the public. The NDARNG will consider the implementation of environmental briefings for elected officials or members of their staff to be conducted by the Adjutant General, or his designee as appropriate. Elected officials would be encouraged to call the NDARNG Public Information Officer (MAJ Amber Schatz) to get answers to their questions. NDARNG may opt to keep elected officials informed through briefings, mailings, or telephone contact.

County administration health departments, environmental offices, and emergency preparedness offices may be interested in the Williston LTA MMRP. ARNG and NDARNG will coordinate appropriate activities with these offices and keep them informed as appropriate. These contacts are also listed in **Appendix C**.

4.4. Schedule of Community Relations Activities

As noted in the prior section, a notice regarding the Proposed Plan for the MRS is anticipated. At this phase, the notice will be placed in the *Williston Herald* newspaper (**Appendix D**). Community interest in a Williston LTA Restoration Advisory Board is to be solicited during the program, and one may be established to engage and obtain feedback from the public.

The following community relations requirements have been adopted under CERCLA and National Oil and Hazardous Substances Pollution Contingency Plan legislation for various stages of remedial action (USEPA 2005).

Community interviews will be conducted as described in this CRP. An information repository is to be established (potentially at the Williston Community Library) to promote public access to appropriate project documents. Once the Remedial Investigation is underway, an administrative record would be made available to the public and a notice of its availability published in a local newspaper such as the *Williston Herald*.

Once the Proposed Plan is complete, the public would be notified of the availability of the Remedial Investigation, Feasibility Study, and Proposed Plan, including a brief analysis of the Proposed Plan, via publication in a local newspaper; a public comment period of at least 30 days will be allotted and may be extended at public request. During the public comment period, a public meeting regarding the proposed plan may be convened near the site (if requested by the public), a transcript of which would be prepared and made publically available.

A response to significant comments and new data on the Proposed Plan would be prepared and accompany the Record of Decision. Any significant changes to the remedy would be accompanied by a discussion of the reasons for these changes and included in the Record of Decision. If these changes could not be reasonably anticipated by the public, a revised Proposed Plan that details these changes would be issued for public comment.

Once the Record of Decision is signed, it is to be made available for public inspection, and a notice that states the nature of the remedy circulated in a local newspaper. Before implementing the remedial design, the CRP should be revised to reflect public concerns pertaining to the design and construction phase. If the Record of Decision must be amended due to changes in scope, a notice of the proposed amendment would be circulated in a local newspaper; the same notification and public comment procedures aforementioned would be followed, and the amended Record of Decision made publically available with a notice of its availability published in a local newspaper (**Appendix D**).

4.5. Interviews

Interviews were conducted as described in this Plan with the following individuals who have insight into public concerns for the site:

- David Tuan, City Administrator
- Scott Davis, ND Indian Affairs Commission

Complete interview records have been compiled and appended (**Appendix B**) to this Final Community Relations Plan.

5. References

City of Williston, 2017. <http://www.cityofwilliston.com/>, accessed November 11, 2017

EA Engineering, Science, and Technology (EA), 1993. *Final Preliminary Assessment Narrative Report Garrison Dam and Lake Sakakawea Riverdale, North Dakota*. July 1993.

Earth Resources Technology, Inc., 2008. Final Operational Range Assessment Program Phase I Qualitative Assessment Report, Williston Local Training Area, Williston, North Dakota. April 2008.

North Dakota Army National Guard (NDARNG), 2013. *Preliminary Assessment, Williston Local Training Area, North Dakota*. April 2013.

NDARNG, 2012. *Memorandum Through ARNG-TRS, Branch Chief (ARNG-TRS-S/LTC Trygve Trosper), 111 S George Mason Drive, Arlington VA 22204- 1382. Subject: Closing of 0.47 Operational Range Acres within Williston Training Area, Williston, North Dakota*. 17 February 2012.

U.S. Army Corps of Engineers (USACE), 2011. *Public Participation Requirements for Defense Environmental Restoration Program* (Engineering Pamphlet 200-3-1, September 2011)

USACE – Omaha District. 2007. *Garrison Dam/Lake Sakakawea Master Plan with Integrated Programmatic Environmental Assessment, Missouri River, North Dakota, Update of Design Memorandum MGR-107D*.

U.S. Census, 2016. American Fact Finder, <https://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml>, accessed August 2, 2016

USEPA, 2005. *Superfund Community Involvement Handbook* (EPA 540-K-05-003, April 2005)

APPENDIX A
INFORMATION REPOSITORY LOCATIONS

Williston LTA Information Repository Locations

Williston Community Library

1302 Davidson Drive

Williston, ND 58801

Phone: 701-774-8805

Hours

Monday 9:00am – 8:00pm

Tuesday 9:00am – 8:00pm

Wednesday 9:00am – 8:00pm

Thursday 9:00am – 8:00pm

Friday 9:00am – 5:00pm

Saturday 1:00pm – 5:00pm

Sunday 2:00pm – 5:00pm

North Dakota National Guard – Public Website

<https://nd.ng.mil>

Phone: 701-333-2000

APPENDIX B
COMPLETED SURVEYS

SURVEY
Regarding Williston Local Training Area, North Dakota

Name: David Tuan, City Administrator Email: davidt@ci.williston.nd.us Phone Number:701-577-8100

Address: 22 E Broadway, PO Box 1306, Williston, ND 58802

1. Are you familiar with the history of small arms training at Williston LTA? Please circle one:
(Not Familiar / **Moderately Familiar** / Very Familiar).
2. Have you had any contact with local, state, or federal agencies concerning questions or a request for information about the environmental studies and cleanup activities being conducted at the Williston LTA site? Please circle one (Yes / **No**).
If yes, please circle one (local official / state official / federal official).
Was the information provided useful and presented in a way that was easy to follow? Please circle one (Yes / No).
3. Have you ever entered the Williston LTA for recreational/other purposes? Please circle one (Yes / **No**).
If so, when and how frequently?
4. What kind of information would you like to receive about the Military Munitions Response Program environmental activities being conducted at the Williston LTA? **General information on the environmental site conditions.** In what format would you like to receive this information? Hard copy by mail / Internet website / **Electronically by email**
5. Do you think it is necessary to provide information about the activities being conducted at the Williston LTA site in a language other than English? Please circle one (Yes / **No**).
If yes, which language?
6. What media are good for providing general information? Please circle one (**Williston Herald newspaper** / Internet site).
What radio/TV stations do you regularly listen to and/or watch? Please circle all that apply (**KPPW, 88.7 FM / KEYZ, 660 AM / KWSE, Channel 4 / KUMV, Channel 8/ other**).
If other, please provide station name:
Do your friends/family also listen to these stations? Please circle one (**Yes** / No).
7. Would you like to be informed of, or involved in, future activities associated with the environmental studies and cleanup activities at the Williston LTA site? Please circle one (Informed / Involved / **Both**). In what format would you like to receive this information? Hard copy by mail / Internet website / **Electronically by email** / Other
8. Do you have any other environmental concerns or issues not covered by the questions listed above? Please circle one (Yes / **No**).
If yes, can you please provide these below?
9. Could you recommend anyone else we should get in contact with? Please circle one (Yes / No).
If yes, please provide Name, Address, and any affiliation with the Williston LTA site.

SURVEY
Regarding Williston Local Training Area, North Dakota

Name: Scott Davis, ND Indian Affairs Commission
Email: sjdavis@nd.gov; Phone Number: 701-328-2432; Address: 600 E. Boulevard Ave, 1st Floor
Judicial Wing - Room 117, Bismarck ND 58506

1. Are you familiar with the history of small arms training at Williston LTA? Please circle one:
(Not Familiar) / Moderately Familiar / Very Familiar.
2. Have you had any contact with local, state, or federal agencies concerning questions or a request for information about the environmental studies and cleanup activities being conducted at the Williston LTA site? Please circle one (Yes / **No**).
If yes, please circle one (local official / state official / federal official).
Was the information provided useful and presented in a way that was easy to follow? Please circle one (Yes / No).
3. Have you ever entered the Williston LTA for recreational/other purposes? Please circle one (Yes / **No**). If so, when and how frequently?
4. What kind of information would you like to receive about the Military Munitions Response Program environmental activities being conducted at the Williston LTA? General information on the environmental site conditions. In what format would you like to receive this information? Hard copy by mail / Internet website / **Electronically by email (general overview, CRP narrative)**
5. Do you think it is necessary to provide information about the activities being conducted at the Williston LTA site in a language other than English? Please circle one (Yes / **No**).
If yes, which language?
6. What media are good for providing general information? Please circle one (**Williston Herald** newspaper / Internet site). (**MHA Times [travel news], Garrison Newspaper**)
What radio/TV stations do you regularly listen to and/or watch? Please circle all that apply (KPPW, 88.7 FM / KEYZ, 660 AM / KWSE, Channel 4 / KUMV, Channel 8 / other).
If other, please provide station name: **TV-local, KYFR, KFYZ, service radio**
Do your friends/family also listen to these stations? Please circle one (Yes / No).
7. Would you like to be informed of, or involved in, future activities associated with the environmental studies and cleanup activities at the Williston LTA site? Please circle one (**Informed** / Involved / Both). In what format would you like to receive this information? Hard copy by mail / Internet website / **Electronically by email** / Other
8. Do you have any other environmental concerns or issues not covered by the questions listed above? Please circle one (Yes / **No**).
If yes, can you please provide these below? **Be careful of cultural areas. Indian burial grounds act**
9. Could you recommend anyone else we should get in contact with? Please circle one (**Yes** / No).
If yes, please provide Name, Address, and any affiliation with the Williston LTA site.
Pete Coffee, Tribal Historic Preservation (701-421-8710)

APPENDIX C

LIST OF KEY OFFICIALS AND OTHER CONTACTS

Project Key Points of Contact

MAJ Julie Hatcher

Project Manager
ARNG-IED, Cleanup & Restoration Branch
111 S. George Mason Drive
Arlington VA 22204-1382
703-601-7608
julie.a.hatcher4.mil@mail.mil

John Haines

Williston LTA MRS Project Manager
ARNG-IED, Cleanup & Restoration Branch
111 S. George Mason Drive
Arlington, VA 22204
703-607-7986
John.B.Haines.ctr@mail.mil

Stephen P. Herda

Environmental Program Manager
NDARNG
Building 30, Fraine Barracks Road
Bismarck ND 58506-5511
701-333-2070
Stephen.P.Herda.nfg@mail.mil

MAJ Amber Schatz

Public Information Officer
NDARNG, Public Information Office
Building 30, Fraine Barracks Road
Bismarck ND 58506-5511
701-333-2007
amber.r.schatz.mil@mail.mil

William Prokopyk

NDARNG, Public Information Office
Building 30, Fraine Barracks Road
Bismarck ND 58506-5511
701-333-2129
william.n.prokopyk.nfg@mail.mil

Derek Kannenberg

NDDEQ
918 East Divide Avenue
Bismarck ND 58501-1947
701-328-5160
dkannenberg@nd.gov

Michael Tietz

USACE, Environmental Engineer
701-654-7769
Michael.A.Tietz@usace.army.mil

Jeremy Thury

USACE, Natural Resources Specialist
701-654-7761
Jeremy.J.Thury@usace.army.mil

Federal Elected Officials

U.S. Representative Kevin John Cramer

1717 Longworth House Office Building

Washington, DC 20515

Phone: (202) 225-2611

<https://cramer.house.gov/contact>

U.S. Senator John Hoeven

338 Russell Senate Office Building

Washington, DC 20510

Phone: (202) 224-2551

<https://www.hoeven.senate.gov/contact/email-the-senator>

U.S. Senator Heidi Heitkamp

SH-516 Hart Senate Office Building

Washington, DC 20510

Phone: (202) 224-7776

<https://www.heitkamp.senate.gov/public/index.cfm/email-heidi>

State Elected Officials

Governor Doug Burgum

Office of Governor
600 East Boulevard Avenue
Bismarck ND, 58505-0001
Phone: (701) 328-2200

State Senator 2nd District David S. Rust

Legislative Council

State Capitol
600 East Boulevard
Bismarck, ND 58505-0360
Phone: (701) 664-3508
Email: drust@nd.gov

State Representative 2nd District Bert Anderson

Legislative Council

State Capitol
600 East Boulevard
Bismarck, ND 58505-0360
Phone: (701) 965-6194
Email: bertanderson@nd.gov

Secretary of State Al Jaeger

600 E Boulevard Avenue Dept 108
Bismarck ND 58505-0500
Phone: (701) 328-2900

Williams County Elected Officials

Williams County Commissioner 5th District

Barry Ramberg

PO Box 854

Tioga, ND 58852

Phone: (701) 664-2316

Email: barryr@co.williams.nd.us

Williams County Sheriff

Verlan Kvande

223 East Broadway, Suite 301

Williston, ND 58801

Phone: 701-577-7700

Email: bettyj@co.williams.nd.us (Point of Contact for the Williams County Sheriff)

City of Williston Elected Officials

Mayor/Commission President

Howard Klug

City Hall

22 East Broadway

PO Box 1306

Williston, ND 58802

Phone: (701) 577-8100

City Commission:

Brad Bekkedahl, Commission Vice-President; Finance Commissioner

Tate Cymbaluk, Police, Fire and Ambulance Commissioner

Chris Brostuen, Water, Sewer, Airport, Building and Planning Commissioner

Deanette Piesik, Engineering, Streets, Sanitation and Cemetery Commissioner

City Hall

22 East Broadway

PO Box 1306

Williston, ND 58802

Phone: (701) 577-8100

Local Tribes

Mandan, Hidatsa and Arikara Nation

Three Affiliated Tribes
404 Frontage Road
New Town, North Dakota 58763

Turtle Mountain Band of Chippewa

PO Box 900
Belcourt, North Dakota 58316

Spirit Lake Sioux Tribe

PO Box 359
Fort Totten, North Dakota 58335

Standing Rock Sioux Tribe

PO Box D
Fort Yates, North Dakota 58538

Fort Peck Assiniboine & Sioux Tribes

PO Box 1027
Poplar, Montana 59255

Northern Cheyenne Tribe

PO Box 128
Lame Deer, Montana 59043

Crow Nation

PO Box 159
Crow Agency, Montana 59002

Lower Sioux Indian Community

39527 Reservation Highway 1
Morton, Minnesota 56270

Sisseton-Wahpeton Sioux Tribe

PO Box 907
Sisseton, South Dakota 57262

Rosebud Sioux Tribe

PO Box 809
Rosebud, South Dakota 57570

Ogalala Sioux Tribe

PO Box 108
Porcupine, South Dakota 57772

Wahpekute Band of Dakota

3322 Gill Road
Waubay, South Dakota 57273

APPENDIX D

**LIST OF NEWSPAPERS AND
RADIO/TELEVISION STATIONS**

List of Newspapers and Radio/Television Stations

Newspapers

Williston Herald
14 4th Street
Williston, ND 58801
Phone: 701-572-2165

Radio

KPPW (88.7 FM)
207 N 5th St/Po Box 3240
Fargo, ND 58108
Phone: 701-241-6900
<http://www.prairiepublic.org/>

KEYZ (660 AM)
410 6th Street East
Williston, ND 58801
Phone: 701-572-5371

Television

KWSE (Channel 4)
Prairie Public Broadcasting, INC.
207 North 5th Street
Fargo, ND 58102
Phone: 701-241-6900 Ext.591
<http://www.prairiepublic.org/>

KUMV (Channel 8)
Gray television Licensee, LLC
602 Main Street
Williston, ND 58801
Phone: 7015724676
<http://www.kfyrtv.com/>

APPENDIX E
PUBLIC MEETING LOCATIONS

Suggested Public Meeting Locations

Williston Community Library

1302 Davidson Drive

Williston, ND 58801

Phone: 701-774-8805

Williston State College Library

1410 University Avenue

Williston, North Dakota 58801

Phone: 701-774-4226