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DRAFT
COMMUNITY RELATIONS PLAN FOR THE
RAVENNA ARMY AMMUNITION PLANT RESTORATION PROGRAM IN
PORTAGE AND TRUMBULL COUNTIES, OHIO

Contract No. W912QR-13-C-0031

Prepared for:



United States Army Corps of Engineers
Louisville District

Prepared by:



VISTA Sciences Corporation

June 17, 2014

REPORT DOCUMENTATION PAGE

*Form Approved
OMB No. 0704-0188*

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4. TITLE AND SUBTITLE				5a. CONTRACT NUMBER	
				5b. GRANT NUMBER	
				5c. PROGRAM ELEMENT NUMBER	
6. AUTHOR(S)				5d. PROJECT NUMBER	
				5e. TASK NUMBER	
				5f. WORK UNIT NUMBER	
7. PERFORMING ORGANIZATION NAME(S) AND ADDRESS(ES)				8. PERFORMING ORGANIZATION REPORT NUMBER	
9. SPONSORING/MONITORING AGENCY NAME(S) AND ADDRESS(ES)				10. SPONSOR/MONITOR'S ACRONYM(S)	
				11. SPONSOR/MONITOR'S REPORT NUMBER(S)	
12. DISTRIBUTION/AVAILABILITY STATEMENT					
13. SUPPLEMENTARY NOTES					
14. ABSTRACT					
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16. SECURITY CLASSIFICATION OF:			17. LIMITATION OF ABSTRACT	18. NUMBER OF PAGES	19a. NAME OF RESPONSIBLE PERSON
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Camp Ravenna
1438 State Rte. 534 SW
Newton Falls, Ohio

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ARNG = Army National Guard

OHARNG = Ohio Army National Guard

Ohio EPA-NEDO = Ohio Environmental Protection Agency-Northeast District Office

USACE = United States Army Corps of Engineers

IRP = Installation Restoration Program

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ACRONYMS AND ABBREVIATIONS

1		
2		
3		
4	AOC	Area of Concern
5	ARNG	Army National Guard
6	Camp Ravenna	Camp Ravenna Joint Military Training Center
7	CC	Compliance-related Cleanup Program
8	CERCLA	Comprehensive Environmental Response, Compensation and Liability Act
9	COPC	Contaminant of Potential Concern
10	CRP	Community Relations Plan
11	DD	Decision Documents
12	DoD	Department of Defense
13	EPA	Environmental Protection Agency
14	FS	Feasibility Studies
15	HRR	Historical Records Review
16	IAP	Installation Action Plan
17	IRA	Interim Remedial Action
18	IRP	Installation Restoration Program
19	LUC	Land Use Control
20	MMRP	Military Munitions Response Program
21	MRS	Munitions Response Site
22	NPDES	National Pollutant Discharge Elimination System
23	OB/OD	Open Burning/Open Detonation
24	OHARNG	Ohio Army National Guard
25	PAH	Polycyclic Aromatic Hydrocarbons
26	PBA	Performance Based Acquisition
27	PMP	Property Management Plan
28	PP	Proposed Plan
29	QHEI	Qualitative Habitat Evaluation Index
30	RA	Remedial Action
31	RAB	Restoration Advisory Board
32	RCRA	Resource Conservation and Recovery Act
33	RI	Remedial Investigation
34	ROD	Record of Decision
35	RVAAP	Ravenna Army Ammunition Plant
36	SARA	Superfund Amendments and Reauthorization Act
37	SI	Site Inspection
38	SVOC	Semi-Volatile Organic Compound
39	TAPP	Technical Assistance for Public Participation
40	U.S.	United States
41	USACE	United States Army Corps of Engineers

- 1 USP&FO United States Property and Fiscal Office
- 2 UXO Unexploded Ordnance
- 3 VOC Volatile Organic Compound
- 4

5 SECTION 1.0 COMMUNITY RELATIONS PLAN OVERVIEW

6 This Community Relations Plan (CRP) was developed to promote public awareness and participation
7 concerning the cleanup activities for the Ravenna Army Ammunition Plant (RVAAP) restoration
8 program, and to document the procedures and resources used to accomplish these goals. This CRP is
9 prepared and published on behalf of the Army National Guard (ARNG) under the federal guidelines established
10 by the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and the Superfund
11 Amendments and Reauthorization Act (SARA). It is the intention of the Army National Guard and Ohio Army
12 National Guard (OHARNG) to develop and maintain a climate of trust through proactive interaction with the
13 public by assuring stakeholders that personal safety and environmental integrity is their highest priority. To
14 ensure community members are informed of actions associated with cleanup activities, ARNG has established
15 informational venues through the media, designated local document repositories, and provided the
16 Administrative Record at the facility and on the public website, www.rvaap.org. In order to provide
17 opportunities for public participation in the restoration process, a Restoration Advisory Board (RAB)
18 has been established which enables the public to comment and voice their concerns. Public meetings
19 can also be scheduled to present and discuss Proposed Plans (documents that present remedial and/or
20 site investigation plans). Periodic public tours of the facility are also utilized to allow the public an
21 opportunity to see Areas of Concern (AOCs) or Munitions Response Sites (MRSs) in the restoration
22 process.

23
24 This CRP contains four sections along with eight supporting appendices.

- 25 • Section 1.0 provides a brief overview of the cleanup program goals.
- 26 • Section 2.0 presents information about the site, its description and location, its history, and past
27 and current cleanup activities.
- 28 • Section 3.0 presents information on the community profile, the chronology of public
29 involvement, and key public concerns.
- 30 • Section 4.0 contains information about the communication techniques and actions to be
31 implemented in regards to public awareness and participation.
- 32 • Section 5.0 contains the references.

33
34 Appendices A thru D list contact information for:

- 35 • Government officials,
- 36 • Regulatory agencies,
- 37 • Local newspapers, television and radio stations, and
- 38 • A list of RAB members.

39
40 Appendices E and F give the locations for:

- 41 • RAB meetings,
- 42 • The names and location of the designated local repositories, and
- 43 • The location of the administrative record files.

44
45 Appendix G provides a questionnaire template for conducting a telephone interview with public
46 stakeholders in regards to their awareness of the restoration cleanup activities. Appendix H provides
47 the interest survey utilized by the RAB in selecting new or replacement board members. Appendix I
48 contains examples of news releases.

49 **SECTION 2.0 FACILITY LOCATION AND HISTORY**

50 **2.1 Facility Location**

51 The former RVAAP, now known as the Camp Ravenna Joint Military Training Center (Camp
52 Ravenna), located in northeastern Ohio within Portage and Trumbull counties, is approximately three
53 (3) miles east/northeast of the City of Ravenna and one (1) mile north/northwest of the City of Newton
54 Falls. The facility is approximately 11 miles long and 3.5 miles wide. The facility is bounded by State
55 Route 5, the Michael J. Kirwan Reservoir, and the CSX System Railroad to the south; Garret,
56 McCormick, and Berry Roads to the west; the Norfolk Southern Railroad to the north; and State Route
57 534 to the east. In addition, the facility is surrounded by the communities of Windham, Garrettsville,
58 Charlestown, and Wayland.

59
60 Administrative accountability for the 21,683-acre facility has been transferred to the United States
61 Property and Fiscal Office (USP&FO) for Ohio and subsequently licensed to the OHARNG for use as a
62 military training site, Camp Ravenna. The RVAAP restoration program involves cleanup of former
63 production/operational areas throughout the facility related to former activities conducted under the
64 RVAAP. The restoration program is currently managed by the ARNG with support from the
65 OHARNG.

66 **2.2 Facility History**

67 The contamination at the facility originated from past industrial activities associated with the assembly
68 and the demilitarization of large caliber projectiles, general-purpose bombs, and parts for these
69 munitions. The industrial operations at the former RVAAP consisted of twelve production areas
70 known as load lines.

71
72 Load Lines 1 through 4 (melt-pour lines) were the primary sources of secondary explosives
73 contamination while Load Lines 1 and 12 were used for demilitarization of projectiles. Load Line 1
74 was also used to produce and recondition anti-tank mines. Workers would periodically use steam and
75 hot water to hose down equipment, plus the floors and walls of buildings contaminated with explosive
76 dust, spills, and residues left behind from chemical vapors. The explosive-contaminated water from the
77 cleaning, known as pink water, then drained out doorways and through floor drains onto the soils
78 surrounding the buildings or was discharged into open ditches or ponds after being filtered through
79 sawdust to remove suspended explosives. Waste explosives from the melt pour lines were routinely
80 disposed of by Open Burning/Open Detention (OB/OD) at other sites on the installation.

81
82 Other types of contaminated sites associated with past industrial activities at the facility include
83 landfills, testing facilities, dumps, munitions burial sites, a pistol range, storage facilities, a scrap yard,
84 and decontamination buildings. Although not present at every one of these sites, the contaminants of
85 potential concern (COPCs) includes primary and secondary explosives, propellants, heavy metals,
86 Volatile Organic Compounds (VOCs), Semi-Volatile Organic Compounds (SVOCs), Polycyclic
87 Aromatic Hydrocarbons (PAHs), and asbestos. Industrial activities had ceased in 1992 when the
88 facility was declared excess.

89 **2.3 Previous Site Investigation Activities**

90 The Army utilizes the Installation Restoration Program (IRP), Military Munitions Response Program
91 (MMRP), and the Compliance-related Cleanup Program (CC) to investigate the environmental site

92 conditions and implement the cleanup work at Camp Ravenna/former RVAAP. These programs
93 follow requirements determined by legislation called the Comprehensive Environmental Response,
94 Compensation, and Liability Act (CERCLA or Superfund). The Army's multiyear restoration
95 program at Camp Ravenna/former RVAAP is detailed in the Installation Action Plan ((IAP), see
96 Section 4.1). The IAP defines the proposed approach and the costs to conduct future investigations
97 and cleanup actions at each potentially contaminated area at the installation. The IAP is updated
98 annually.

99 **2.3.1 Installation Restoration Program (IRP)**

100 AOCs under the IRP are being investigated and remediated (as needed) generally due to potential
101 chemical contamination. The IRP was initiated at former RVAAP in 1989. Initial surveys of former
102 RVAAP indicated 51 areas of potential contamination, based on the known activities of those areas. In
103 December 2008, the IRP was expanded to include AOCs where Department of Defense (DoD)
104 contamination occurred after Oct. 17, 1986. Eighteen new IRP AOCs were identified, bringing the
105 total number of identified AOCs to 69 sites. The previous investigations conducted under the IRP are
106 summarized in the IAP. Currently, 29 areas are under active investigation under the IRP.

107 **2.3.2 Military Munitions Response Program (MMRP)**

108 AOCs under the MMRP are being investigated and remediated (as needed) due to potential issues
109 related to munitions. In October 2007, a CERCLA Site Inspection (SI) was completed at the former
110 RVAAP to initially assess the MRSs. The MMRP SI activities included Historical Records Reviews
111 (HRR), magnetometer assisted Unexploded Ordnance (UXO) surveys, and sampling and laboratory
112 analysis of surface soils. The results of these activities are presented in Engineering-Environmental
113 Management, Inc. Final SI report, dated May 2008.

114 Nineteen MRSs were originally identified at the facility. Two of the MRSs became ineligible for the
115 MMRP because of their redevelopment as active operational ranges. As such, they were not
116 investigated during the SI. The MRSs which were not eligible for the MMRP include: the
117 Winklepeck Burning Grounds (RVAAP-005-R-01) and the Old Hayfield (RVAAP-064-R-01). The
118 previous SI's conducted under the MMRP are summarized in the IAP. Fourteen areas are currently
119 under investigation through the MMRP.

120 **2.3.3 Compliance-related Cleanup Program (CC)**

121 The CC sites consist of new AOCs that qualify for environmental investigation and remediation under
122 the Army's 2008 IRP expanded guidelines. Initial investigation of CC sites was initiated under
123 CERCLA in 2010. Thirteen CC sites have been identified at the former RVAAP facility. The
124 previous SI's conducted for the CC sites are summarized in the IAP.

125 **2.3.4 Other Investigations**

126 Some areas of potential contamination at Camp Ravenna/former RVAAP do not fall under the
127 programs described above. These are generally areas where wastes were actively being treated or
128 stored when the IRP began. These areas fall under the National Pollutant Discharge Elimination
129 System (NPDES) or the Resource Conservation and Recovery Act (RCRA).

130
131 In 2003, a total of 26 stream sites were sampled within the former RVAAP property. At each site,
132 biological monitoring based on fish and macroinvertebrate community assessments were completed.
133 The physical habitat of each site was evaluated using the Qualitative Habitat Evaluation Index (QHEI)

134 developed by the Ohio Environmental Protection Agency (EPA). Two surface water samples from
135 different collection dates during the summer were analyzed from each site. Based on this study's
136 results Surface water quality was generally good to excellent with very few exceedances of Ohio
137 aquatic life water quality criteria. Sediment samples generally reflected non-contaminated conditions.
138 While stream habitat was good at most sites surface water will continue to be monitored to make a final
139 determination on whether or not surface waters on-post has been impacted by former RVAAP
140 restoration activities.

141 **2.4 Current and Ongoing Activities**

142 For the IRP sites, current activities under the Performance-Based Acquisition (PBA) 08 include the
143 Remedial Investigation (RI)/Feasibility Studies (FS) for RVAAP-13 and RVAAP-48 being completed.
144 The future plan of action for the PBA 08 includes the Proposed Plans (PPs), Records of Decision
145 (RODs) and Remedial Actions (RAs) for these sites. The RI report, FS report, and PP for RVAAP-66
146 will be completed. The ROD modification for RVAAP-01 will be finalized and the remedial action
147 plan will be implemented. For RVAAP-08, 09, 10, 11, 12 the RA and site closeouts will be completed.
148

149 From August 1996 to current, groundwater sampling analytical data has been collected and recorded.
150 Semi-annual groundwater monitoring is performed at the facility as outlined in the Facility-Wide
151 Groundwater Monitoring Program. The RI report, FS report and PP for groundwater monitoring under
152 RVAAP-66 will be completed. To date, there are 284 monitoring wells installed on the facility. The
153 groundwater monitoring will continue as needed.
154

155 For MMRP sites RVAAP-008-R-01 and 033-R-01, PPs and Decision Documents (DDs) will be
156 prepared to achieve Remedial Closure (RC) by May 2014. PPs, DDs, and RAs will be completed as
157 needed to achieve RC for the other MMRP sites by April 2015.
158

159 For the CC sites, Phase 3 RIs will be initiated and Interim Remedial Action (IRAs) will be completed
160 as needed. The SI reports for CC-RVAAP-70, 72, 75, 77 & 83 will be completed. The RI report for
161 CC-RVAAP-79 will be completed and the FS report for CC-RVAAP-76. The RIs for CC-RVAAP-68,
162 69, 73, 74, 78 & 79 will be initiated.
163

164 The Property Management Plan (PMP), dated August 2012, identifies Land Use Controls (LUCs) and
165 restrictions for specific AOCs/MRSs at the former RVAAP. LUCs include any physical, legal, or
166 administrative mechanism that places restrictions on the use of, or limits access to, real property to
167 prevent exposure to contaminants at concentrations greater than permissible levels or other safety
168 issues. The intent of using these controls is to protect the integrity of the remedy (if present) and
169 human health and the environment by limiting the activities that may occur at an AOC/MRS. LUCs are
170 part of a remedial decision where there may be potential risks or safety issues associated with
171 contaminants not fully eliminated by remedial actions. When implemented, these LUCs provide
172 protection to individuals by limiting and/or preventing activities which could potentially result in risks
173 to people using and working at the AOC/MRS.
174

175 The Army is responsible for managing LUCs/restrictions at the facility. Example LUCs may include
176 engineering controls such as fences, Seibert stakes and signs, and administrative controls such as
177 briefing prior to access. As AOCs/MRSs are cleaned up and if residual contamination is left in place
178 requiring LUCs, new AOCs/MRSs with designated LUCs will be added to the PMP as necessary.

179 **SECTION 3.0 PUBLIC BACKGROUND**

180 **3.1 Portage and Trumbull Counties History and Demographics**

181 In 1802, all of what is now Portage County was organized under the name of Franklin Township with
182 other townships being formed later. On February 10, 1807 the Ohio state legislature passed the act to
183 create Portage County from Trumbull County which took effect on June 7, 1807. Portage County is
184 comprised of 487.38 square miles. The county contains 18 unincorporated townships, 9 cities and
185 villages; and two incorporated townships. Only one city, Ravenna, and one township, Windham lie
186 within 4 miles of the facility's border.

187
188 According to the United States (U.S.) Census, the following Portage County statistics are:

- 189 • (2012) population: 1 61,451
- 190 • (2010) number of persons per square mile: 331.2
- 191 • (2008-2012) median value of owner-occupied housing units: \$153,600
- 192 • (2008-2012) homeownership rate: 68.9%
- 193 • (2008-2012) persons age 25+ high school graduates or higher: 90.4%
- 194 • (2008-2012) persons age 25+ with bachelor's degree or higher: 24.6%
- 195 • (2012) persons under 18 years of age: 19.8%
- 196 • (2012) persons 65 years of age and over: 13.7%

197
198 Trumbull County was established on July 10, 1800, serving as the seventh county in the Northwest
199 Territory. Trumbull County is comprised of 618.30 square miles. The county has seven cities
200 (Cortland, Girard, Hubbard, Newton Falls, Niles, Warren, and Youngstown [portion]) and five villages
201 (Lordstown, McDonald, Orangeville, West Farmington, and Yankee Lake). Newton Falls is the only
202 city located within 3 miles of the facility's border.

203
204 According to the U.S. Census, the following Trumbull County statistics are:

- 205 • (2012) population: 207,406
- 206 • (2010) the number of persons per square mile: 340.1
- 207 • (2008-2012) the median value of owner-occupied housing units: \$98,500
- 208 • (2008-2012) homeownership rate: 72.8%
- 209 • (2008-2012) persons age 25+ high school graduates or higher: 87.5%
- 210 • (2008-2012) persons age 25+ with bachelor's degree or higher: 16.4%
- 211 • (2012) persons under 18 years of age: 21.5%
- 212 • (2012) persons 65 years of age and over: 18.4%

213 **3.2 Chronology of Public Involvement**

214 In 1996, a survey was mailed and articles appeared in the local newspapers to solicit interest in forming
215 a RAB. A selection committee reviewed the applications and chose the new RAB members. The RAB
216 was established with 25 members consisting of public members and appointed representatives. The
217 RAB has a representative from each of the surrounding six townships (Braceville, Newton, Paris,
218 Charleston, Freedom and Windham), two county representatives (Trumbull and Portage), a
219 representative of the Ohio EPA, the Community Co-Chair, and the installation garrison commander
220 (LTC Ed Meade, Army Co-Chair). The RAB held its first meeting on Nov. 13, 1996.

221 **3.3 Historical Public Concerns**

222 Initially, some residents living near the almost 22,000-acre site expressed concerns relating to cancer
223 which prompted the Ohio EPA to test 25 residential wells. The private wells were tested in November
224 1997 and again in March 1998. No explosives contamination was detected in any of the private wells.
225 Other historic or current concerns expressed by members of the community include:

- 226 • Perceptions of a cancer cluster hydraulically down gradient of the site. These concerns were
227 addressed by the Ohio EPA and presented to the RAB in 1998. The response indicated no
228 linkage to site contamination could be established.
- 229 • Dust from National Guard activities.
- 230 • A belief that there is too much contamination to ever be able to clean it all up and perhaps not
231 all sources of contamination are known.
- 232 • Contaminant cleanup is needed to benefit the health and safety of soldiers being trained by the
233 National Guard
- 234 • Federal funding sources are limited for a complete a cleanup effort.
- 235 • There was concern that steam lines covered with asbestos were removed and may have been
236 handled improperly.
- 237 • The nature of risks associated with possible contamination.
- 238 • The impact of possible contamination on local wildlife.
- 239 • The future use of the property is of concern to the public.

240

241 **SECTION 4.0 COMMUNICATIONS TECHNIQUES AND ACTIONS**

242 **4.1 Installation Action Plan**

243 The purpose of the IAP is to outline the total multiyear cleanup program and is used to track
244 requirements, schedules, and tentative budgets for all major Army installation cleanup programs. The
245 RVAAP Restoration Program IAP identifies environmental cleanup requirements at each AOC or MRS
246 and proposes a comprehensive, installation-wide approach, along with the costs and schedules
247 associated with conducting investigations and taking the necessary remedial actions.

248
249 In an effort to coordinate planning information between the Army National Guard, the OHARNG, the
250 United States Army Corps of Engineers (USACE) – Louisville District, the Ohio EPA, the executing
251 agencies, and the public, an IAP is updated and completed each fiscal year.

252 **4.2 Restoration Advisory Board (RAB)**

253 The purpose of the RAB is to promote public involvement in the DoD environmental cleanup activities
254 and allow the public to review and discuss the progress with decision makers. In 1996, a survey was
255 mailed and articles appeared in the local newspapers to solicit interest in forming a RAB. A selection
256 committee reviewed the applications and chose the new RAB members. The former RVAAP RAB was
257 established with 25 members consisting of public members and appointed representatives. The RAB
258 has a representative from each of the surrounding six townships (Braceville, Newton Falls, Paris,
259 Charleston, Freedom and Windham), two county representatives (Trumbull and Portage), and a
260 representative from the Ohio EPA, the Community Co-Chair, and the installation garrison commander
261 (Army Co-Chair). The RAB held its first meeting on Nov. 13, 1996.

262
263 The RAB rotates its meetings between the township halls and are held approximately two (2) to four
264 (4) times per year, typically on the third Wednesday of the month. A news release is sent to local media
265 announcing the RAB meeting date, location, topics to be covered, or rescheduling details. RAB
266 meetings are open to the public and structured to include restoration related presentations and followed
267 by a questions and answers session. Meeting minutes are taken and approved by the RAB. Once
268 approved, meeting minutes are available for review in the Information Repositories located at Reed
269 Memorial Library and Newton Falls Public Library and on the public website, www.rvaap.org.

270
271 Technical Assistance for Public Participation (TAPP) in Defense Environmental Restoration Activities
272 was established to assist the RAB in reviewing technical documents regarding the nature and extent of
273 contamination or the proposed remedial actions. This assistance enhances the RAB's understanding of
274 the environmental process, and provides an outside independent source of information on the DoD
275 restoration activities occurring at the facility. TAPP services have been provided for the former
276 RVAAP RAB as recently as April 2014.

277
278 To keep the RAB aware of the environmental activities tours of specific areas of concern are held
279 yearly in late summer or early fall. The first RAB tour was held in October 1996. Subsequent tours
280 have been held on the following years and at the following locations:

- 281
- 282 • 1999 - Erie Burning Grounds,
 - 283 • 2000 - Winklepeck Burning Grounds, Demolition Area #2, and Load Line 12,
 - 284 • 2001 - Upper and Lower Cobbs Pond, the Central Burn Pits, and Load Line #11,
 - 2002 - Load Line #6 and Load Line #2,

- 285 • 2004 - Fuze and Booster Quarry Ponds, Fuze and Booster Load Lines, Winklepeck Burning
286 Grounds, and Load Lines 2, 3 and 4,
- 287 • 2005 - Load Lines 2, 3 and 4 and the Winklepeck Burning Grounds,
- 288 • 2007 - Load Lines 1, 2, 3 and 4 and Winklepeck Burning Grounds,
- 289 • 2008 - Load Line 4, Central Burn Pits, Winklepeck Burning Grounds, and the Sand Creek
290 Barriers,
- 291 • 2009 – the Rocket Ridge Area, Ramsdell Quarry and Load Line 12,
- 292 • 2010 – the Rocket Ridge Area, Load Line 12 and Ramsdell Quarry Landfill,
- 293 • 2012 – the Rocket Ridge Area and the Atlas Scrap Yard, and
- 294 • 2013 - the OHARNG Demolition Range, the Urban Terrain training grounds, and various
295 facility-wide groundwater monitoring well locations.

296 **4.3 Information Repository and Administrative Record File**

297 Current information and final documents are placed in the Information Repositories and maintained
298 under the RVAAP restoration program by the ARNG/OHARNG. Information Repositories have been
299 established at the following locations:

301	Reed Memorial Public Library	Newton Falls Public Library
302	167 East Main St	204 South Canals
303	Ravenna, Ohio 44266	Newton Falls, Ohio 44444
304	(330) 296-2827	(330) 872-1282

305
306
307 The Administrative Record File is established and maintained at the following location:

308
309 Camp Ravenna
310 Attn: Environmental Office
311 1438 State Route 534
312 Newton Falls, Ohio 44444-9297
313 (330) 872-8003
314

315 The Administrative Record File is located at Camp Ravenna which is a controlled access facility.
316 Access to the Administrative Record File can be obtained with prior notification and arrangement.

317 **4.4 Community Relations Plan (CRP)**

318 This plan will be revised as necessary, to update facts and verify information, assess the public
319 involvement program to determine whether the same or different approaches will continue to be taken,
320 and to develop strategies to prepare the public for possible remediation activities at the facility.

321 **4.5 Website**

322 ARNG/OHARNG maintains a website (www.rvaap.org) for the restoration program. The website
323 contains information about the following:

- 324 • The history of the facility including newsletters, maps, photographs,
- 325 • A description of the environmental investigations taking place and areas of concern,
- 326 • RAB meeting locations and dates including approved RAB meeting minutes,
- 327 • A news page highlighting upcoming public activities,

- 328 • Draft and final technical documents of the former RVAAP restoration activities,
329 • Links to other relevant sites, and
330 • A point of contact informational page.

331 **4.6 Information Packets and Fact Sheets**

332 Information packets will be prepared to distribute at RAB meetings, public meetings, and facility tours.
333 The packets will include news releases, fact sheets and points of contact.
334

335 Comprehensive fact sheets will be developed as needed to easily convey information regarding the
336 RVAAP restoration program. These are prepared on a specific topic and include facts supporting the
337 topic. It is written in brief (usually no more than two pages) and provides concise information in
338 simple terms. These can be distributed at RAB meetings, used in media kits, and posted on the website.

339 **4.7 News Releases and Press Conferences**

340 Currently, news releases are sent to local media outlets to announce RAB/public meetings, facility tours
341 and other important environmental activities at the facility. Press conferences can be set up at Camp
342 Ravenna with designated speakers to promote key messages and publicize significant events. Press
343 conferences can be set up at Camp Ravenna with designated speakers to promote key messages and
344 publicize significant events. Examples of Camp Ravenna news releases are presented in Appendix I.

345 **4.7.1 Media Kit**

346 A media kit will be prepared to distribute information to the media at a press conference, tour or prior
347 to an event. This tool helps to provide accurate and current information about the specific activity
348 being publicized. The media kit is a folder that should contain the following components:
349

- 350 • News Release or Media Advisory - The news release outlines the major event, background
351 information on Camp Ravenna and lists a contact person. The media advisory addresses very
352 briefly the Who, What, When, Where, Why of the event and a contact person to reach for more
353 information.
- 354 • Fact Sheets – As described in Section 4.6 above.
- 355 • Maps and Photographs - Maps and photographs may be included in the media kit. If digital
356 photographs are used, they would be of high quality or resolution and burned onto media disk(s)
357 (CD or DVD). A map would be useful in identifying specific areas of concern or where the
358 event will be held.
- 359 • Brochures - Brochures may be produced to address specific issues or to provide general
360 information about Camp Ravenna.
- 361 • Business Cards - Business cards containing the facility and restoration program contact
362 information for the media would be included.
- 363 • Media Spokesperson and Point of Contact for ARNG/OHARNG:
364 ○ For questions related to Camp Ravenna facility operations:
365 LTC Ed Meade
366 Camp Ravenna Garrison Commander
367 Camp Ravenna
368 1438 State Route 534 SW
369 Newton Falls OH 44444
370 (614) 336-6560

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- For questions related to the RVAAP restoration program:
Mr. Brett Merkel
RVAAP Restoration Program Manager
Army National Guard Directorate
ARNG-ILE
111 South George Mason Drive
Arlington VA 22203
(703) 601-7785

- For other questions/inquiries:
OHARNG Public Affairs Office
(614) 336-4499
ng.oh.oharng.mbx.pao-buckeye-guard@mail.mil

388 **SECTION 5.0 REFERENCES**

389
390 Engineering-Environmental Management, Inc., 2008 Final Site Investigation Report.
391
392 PB & A, 2013 FY2013 Ravenna Army Ammunition Plant Installation Action Plan, Public
393
394 USACE, 2004 *Public Participation in the Defense Environmental Restoration Program (DERP)*
395 *for Formerly Used Defense Sites (FUDS) EP 1110-3-8.*
396
397 USEPA, 1992 *CERCLA/SUPERFUND Orientation Manual.* EPA/542/R-92/005
398
399 USEPA, 2005 *Superfund Community Involvement Handbook.* EPA540-K-05-003
400
401 United States Department of Commerce, Census Bureau website:
402 <http://quickfacts.census.gov/qfd/states/1700.html>
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APPENDIX – A Government Officials

US Senate - Republican



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Senator Robert Portman (R)
448 Russell Senate Office Building
Washington, D.C 20510
Office (202) 224-3353

<https://www.portman.senate.gov/public/index.cfm/contact-form>

US Senate - Democrat



452
453
454
455
456
457
458
459

Senator Sherrod Brown (D)
713 Hart Senate Office Building
Washington, D.C. 20510
Office (202) 224-2315

www.brown.Senate.gov/contact

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US Congressional Representative - Democrat



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US Congressman Tim Ryan
District 13 (D)
U.S. House of Representatives
Washington, DC 20515
(202) 224-3121
<https://timryan.house.gov/contact-me>

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Ohio Governor

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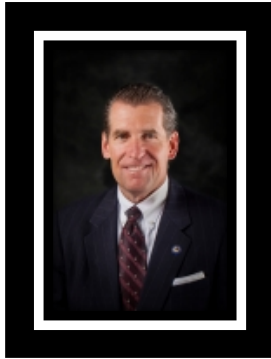


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Governor John R. Kasich **Lt. Governor Mary Taylor**
Riffe Center, 30th Floor
77 South High St.
Columbus, Ohio 43215-6108
Office- (614) 466-3555
<http://www.governor.ohio.gov/Contact/ContacttheGovernor.aspx>

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Ohio State Senators



Senator John Eklund
District 18 (R)
1 Capitol Square
Ground Floor
Columbus, Ohio 43215
(614) 466-7041

<http://www.ohiosenate.gov/eklund/contact>



Senator Capri Cafaro
District 32 (D)
1 Capitol Square
3rd floor
Columbus, Ohio 43215
(614) 466-7182

<http://www.ohiosenate.gov/cafaro/contact>

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Ohio State Legislators



Rep. Tom Letson
District 64 (D)
77 S. High St.
11th Floor
Columbus, Ohio 43215-6111
(614) 466-5358

<http://www.ohiohouse.gov/tom-letson/contact>



Rep. Kathleen Clyde
District 75 (D)
77 S. High St.
11th Floor
Columbus, Ohio 43215-6111
(614) 466-2004

<http://www.ohiohouse.gov/kathleen-clyde/contact>

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521 **Portage County Officials**

522
523 Portage County Administration Bldg.
524 449 South Meridian Street, 7th Floor
525 Ravenna, Ohio 44266-2914
526 Phone: (330) 297-3600
527 Fax: (330) 297-3610
528

529 **Portage County Commissioners**

530
531 Kathleen Chandler – President
532 P: 330.297.3605
533 kchandler@portageco.com
534
535 Maureen T. Frederick – Vice-President
536 P: 330.297.3604
537 mfrederick@portageco.com
538
539 Sabrina Christian-Bennett – Board Member
540 330-297-3606
541 Schristian-Bennett@portageco.com
542

540 **Ravenna City Officials**

541
542 City Council
543 210 Parkway
544 P.O. Box 1215
545 Ravenna, Ohio 44266
546 P: 330.297.2155
547 F: 330.297.2164
548 <http://www.ci.ravenna.oh.us/>
549
550 Mayor Joseph Bica
551 210 Parkway
552 P.O. Box 1215
553 Ravenna, Ohio 44266
554 P: 330.296.3864
555 F: 330.297.2164
556 jbica@ci.ravenna.oh.us
557

551 **City Council Members**

	Phone Number	Email Address
552 Council President: Francis Ricciardi		fricciardi@ci.ravenna.oh.us
553 Ward I Representative: Sharon Spencer	(330) 294-6795	sspencer@ci.ravenna.oh.us
554 Ward II Representative: Frank Seman	(330) 296-9222	fseman@ci.ravenna.oh.us
555 Ward III Representative: Jack Ferguson	(330) 297-7320	jferguson@ci.ravenna.oh.us
556 Ward IV Representative: Scott Rainone	(330) 297-1821	srainone@ci.ravenna.oh.us
557 At Large Representative: Fred Berry	(330) 298-1425	fberry@ci.ravenna.oh.us
558 At Large Representative: Amy Michael	(330) 296-9694	amichael@ci.ravenna.oh.us
559 At Large Representative: Bruce Ribelin	(330) 296-3397	bribelin@ci.ravenna.oh.us
560 Council Clerk: Kathryn Hann	(330) 297-2155	khann@ci.ravenna.oh.us

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564

565 **Trumbull County Officials**

566
567 Trumbull County Administration Building
568 160 High Street NW, 5th Floor
569 Warren, Ohio 44481
570 Phone: (330) 675-2451
571 Fax: (330) 675-2462

572
573

574 **Trumbull County Commissioners**

575
576 Paul E. Heltzel, President
577 Frank S. Fuda, Commissioner
578 Daniel E. Polivka, Commissioner
579 Phone: (330) 675-2451
580 commissioners@co.trumbull.oh.us

581
582

583 **Village of Newton Falls Officials**

584
585 Lyle A. Waddell, Mayor
586 Newton Falls City Hall
587 19 N. Canal Street
588 Newton Falls, OH 44444
589 (330) 872-0806

590

591 City Council Members	Phone Number
592 Ward I Representative: Richard Zamecnik	(330) 872-6082
593 Ward II Representative: Nancy Hoffman	(330) 872-1249
594 Ward III Representative: Davis Wilson	(330) 872-5729
595 Ward IV Representative: Phillip Beer	(330) 872-4248
596 At-Large Representative: Tarry Alberini	(330) 872-7736

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606 **APPENDIX – B**
607 **Army and Regulatory Agencies**

608
609 **ARNG/OHARNG Contacts**

610
611 **Ohio Army National Guard**
612 **Camp Ravenna Garrison Commander,**
613 **Army Co-Chairman:**

LTC Ed Meade
1438 State Route 534, SW
Newton Falls, Ohio 44444-8503
Office: (614) 336-6560
Fax: (614) 336-6796
Email: william.meade.mil@mail.mil

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621 **RVAAP Restoration Program Manager:**

Brett A. Merkel
Army National Guard Directorate
ARNG-ILE
111 South George Mason Drive
Arlington VA 22204-1382
(703) 601-7785
Email: brett.a.merkel.civ@mail.mil

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629 **U.S. Army Corp of Engineers Contacts**

630
631 **U.S. Army Corps of Engineers,**
632 **Louisville District:**

Gregory F. Moore, Project Manager
Attn: CELRL-PM-M-E
P.O. Box 59
Louisville, KY 40201-0059
Office: (502) 315-6902
Fax: (502) 315-6793
Email: Gregory.F.Moore@usace.army.mil

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640 **Nathaniel Peters, PhD, PE**
641 600 Dr. Martin Luther King Place
642 CELRL-ED-E-E 3rd Floor
643 Louisville, KY 40201
644 Office: (502)-315-2624
645 Email: nathaniel.peters.II@usace.army.mil

646
647 **Katelyn C. Newton, Public Affairs**
648 Office: (502) 315-6773
649 Fax: (502) 315-6771
650 Email: katelyn.c.newton@usace.army.mil

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Ohio Environmental Protection Agency - NE District:

Nancy Zikmanis, Project Manager
Ohio EPA-NE District
2110 East Aurora Road
Twinsburg, Ohio 44087
Office: (330) 963-1148
Fax: (330) 487-0769
Email: nancy.zikmanis@epa.state.oh.us

Kevin Palombo, RAB Representative
Ohio EPA-NE District
2110 East Aurora Road
Twinsburg, Ohio 44087
Office: (330) 963-1148
Email: kevin.palombo@epa.state.oh.us

APPENDIX – C
Restoration Advisory Board Members

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Restoration Advisory Board
Administrative Officer:

Ms. Rebecca Haney
Camp Ravenna/Former RVAAP
1438 State Route 534 SW
Newton Falls, Ohio 44444
Office: (330) 872-8010
Fax: (330) 872-8011
Email: rebecca.m.haney.ctr@us.army.mil

The following individuals comprise the RAB Member List:

- Dr. Jay Abercrombie
Camp Ravenna Garrison Commander, Army Co-Chairman
- Mr. Joseph Beutler
- Ms. Sue Boles
- Ms. Rebecca Carter
- Mr. James DiPaola
- Mr. Howard Furl
- Ms. Irene Glavies-Lutz
- Mr. Walter Landor
- Ms. Sarah Lock
- Mr. Roy Martin
- Mr. James Mayer
- Mrs. Nina Miller
- Ms. Tommy Jo Marsilio
- Ms. Trish Nuskievicz
- Mr. Kevin Palombo
- Mr. Richard Poots
- Mr. Thomas Smith
- M/M Dan & Doreen Spicer
- Mr. Bill Steiner
- Mr. Thomas Tadsen, Community Co-Chairman
- Ms. Nancy Taylor
- Mr. George Tompkins
- Mr. Delbert Woloski

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APPENDIX – D Media List

Newspapers

Akron Beacon Journal

44 E Exchange St.
Akron, Ohio 44308
(330) 996-3600
(330) 376-9235 Fax
<http://www.ohio.com/bj/>

Akron Legal News Inc.

60 Summit Street
Akron, Ohio 44308
(330) 376-0917
(330) 376-7001 Fax

Associated Press

815 Superior Ave. Ste. 1203
Cleveland, Ohio 44114
(216) 771-2172

Record-Courier

126 N Chestnut St
Ravenna, Ohio 44266
(330) 296-9657
(330) 296-2698 Fax
<http://recordpub.com/>

Tribune Chronicle

240 Franklin St SE
Warren, Ohio 44483
(330) 841-1600
(330) 841-1717 Newsroom Fax

The Vindicator

135 Pine Ave SE #208
Warren, Ohio 44481
(330) 392-0176
(330) 747-6712 Newsroom Fax
<http://www.vindy.com/>

Youngstown Publishing Co.

P.O. Box 714
Youngstown, Ohio 44501
(330) 744-5023
(330) 744-5838 fax
<http://www.business-journal.com/>

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TV Stations

WBNX-WB

2690 State Road
Cuyahoga, Ohio 44223
(440) 843-5555
(330) 929-2410

WEAO TV Channel 49

(Western Reserve Public Media)
P.O. Box 5191
Kent, Ohio 44240-5191
(330) 677-4549
(330) 378-0688 Fax
<http://westernreservepublicmedia.org>

WEWS TV ABC News Channel 5

3001 Euclid Ave.
Cleveland, Ohio 44115
(216) 431-4290
(216) 431-3666 fax

WKBN-FOX

3930 Sunset Blvd.
Youngstown, Ohio 44512
Station: (330) 782-1144
Fax: (330) 782-3504

WKYC-NBC

1333 Lakeside Ave
Cleveland, Ohio 44114
(216) 344-3333
(216) 344-3314 Fax

WOIO-CBS

1717 E 12th Street
Cleveland, Ohio 44114
(216) 771-1943
(216) 436-5460 Fax

WVIZ PBS

1375 Euclid Ave.
Cleveland, Ohio 44115-1835
(216) 916-6100

WVPX

1 S Main Street
Akron, Ohio 44308
(330) 535-4105

WYTV-ABC

3930 Sunset Blvd
Youngstown, Ohio 44512
Station: (330) 782-1144
Fax: (330) 782-3504

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Radio

WAPS 91.3- Quality Rock

Public Radio
65 Steiner Avenue
Akron, Ohio 44301
Office: (330) 761-3099
Studio: (330) 761-9277
Fax: (330) 761-3103

WJMP

2449 State Route 59
Ravenna, Ohio 44266
Station: (330) 678-1520

WGAR-FM Clear Channel Radio

6200 Oak Tree Blvd., 4th Floor
Independence, Ohio 44131
News: (216) 520-2600
Fax: (216) 524-2600

WNIR-100 Talk

P.O. Box 2170
Akron, Ohio 44309
Station: (330) 673-2323
Fax: (330) 673-0301

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APPENDIX – E

Meeting Locations

The Restoration Advisory Board meetings are held approximately two (2) to four (4) times per year, typically on the third Wednesday of the month from 6:00 p.m. to 8:00 p.m. The meeting place is rotated between the four area Township Halls.

Paris Township

Shearer Public Center
9355 Newton Falls Center
Ravenna, Ohio 44266
Office: (330) 358-2600
Linda Shaulis, Clerk

Freedom Township Hall

Town Hall – Triangle of Routes 700, 303 & 88
Windham, Ohio 44288
Office: (330) 297-1709
Fax: (330) 296-8856
Rosemary Nicholas, Clerk

Windham Town Hall

9011 North Main Street
Windham, Ohio 44288
Office: (330) 326-2971
Jayme Neikirk, Clerk

Charlestown Town Hall

6735 Rock Spring Road
Ravenna, Ohio 44266
Office: (330) 297-1919
Fax: (330) 297-1919
Helen Nething, Clerk

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APPENDIX – F Repositories and Administrative Records

Repositories Locations

Reed Memorial Public Library
167 East Main St
Ravenna, Ohio 44266
(330) 296-2827

Newton Falls Public Library
204 S. Canal St.
Newton Falls, Ohio 44444
(330) 872-1282

Administrative Records File Location

The Administrative Record File is located at Camp Ravenna which is a controlled access facility. Access to the Administrative Record File can be obtained with prior notification and arrangement.

Camp Ravenna
Environmental Office
1438 State Route 534
Newton Falls, Ohio 44444
(330) 872-8003

APPENDIX – G

Telephone Interview Questionnaire

Date: _____ **Time:** _____

Location: _____

Interviewee: _____

Affiliation: _____

Interviewer: _____

Script: Hello. I am calling on behalf of the U.S. Army Corps of Engineers.

Would you have a few minutes to talk with me?

The Corps wants to understand what concerns or questions as you, a public stakeholder, would want to know about the environmental remediation efforts at the former Ravenna Army Ammunition Plant, and how as the public would you like to get this information?

May I ask you a few questions, so your opinions and any questions you may have can be included as they plan for this effort? I expect this to take us about 15 minutes.

(If this is not convenient, is there a time that you would like for me to call you back? Or we can meet personally if you would prefer that.)

1. How long have you lived in the area?

1a. What names do local people often use to refer to the former Ravenna Army Ammunition Plant?

1b. Are you familiar with the former Ravenna Army Ammunition Plant?

1c. How did you first learn about the site?

2. Have you ever spoken with the Corps of Engineers, any state, or environmental officials about the restoration activities at the former Ravenna Army Ammunition Plant? If yes, did they contact you or did you contact them? What was the nature of the contact and were you satisfied with their information?

- 898 3. Are you aware that the former Ravenna Army Ammunition Plant site is involved in
899 environmental restoration activities? If yes, what do you know about those activities?
900
- 901 4. Do you have any interests or concerns about the former Ravenna Army Ammunition Plant site
902 remediation activities?
903
- 904 5. Are you aware of any interests or concerns that any of your neighbors or friends may have
905 about the site? If so, what are they?
906
- 907 6. Do you know where information about environmental restoration activities at the former
908 Ravenna Army Ammunition site can be obtained? If yes, where?
909
- 910 7. Have you received any information about the environmental restoration activities at the former
911 Ravenna Army Ammunition Plant site? If yes, how did you receive it? Are you satisfied with the
912 information?
913
- 914 8. Would you like to be added to the mailing list to receive newsletters and other general
915 information about the proposed plans? Yes _____ No _____
916
- 917 Name: _____
918
- 919 Address: _____
920 _____
921 _____
922
- 923 Telephone: (H) _____ (W) _____
924
- 925 E-mail: _____
926
- 927 9. How do you as the public receive information about local events and news (i.e. radio, television,
928 newspaper, other and what particular stations or papers)?
929
- 930 10. What method and frequency of information would you prefer?
931

932 Method	932 Frequency
933 Mail _____	_____
934 Telephone _____	_____
935 Newspaper _____	_____
936 Radio _____	_____
937 Television _____	_____
938 E-mail _____	_____
939 Web site _____	_____
940 Local Information Repository _____	Suggested Location: _____
941 Public Hotline _____	_____
942 Other _____	_____
943	

944 11. Would you be interested in attending a meeting about the environmental restoration activities at
945 the former Ravenna Army Ammunition Plant site? If yes, what days and times are convenient for you?
946 Are there certain Public locations (buildings or meeting rooms) that you would recommend public
947 meetings be held?
948

949 12. Do you have a particular meeting style you prefer? (Probes: discussions, formal presentations
950 followed by Q&A's, informal, open house, workshops, small groups, and coffees)
951

952 13. Is there anyone else you think we should interview concerning the site? May we use your
953 name? (Get names and phone numbers)
954

955 14. Is there anything else about the former Ravenna Army Ammunition Plant site that you would
956 like to comment on?
957

958 Thank you for your time. Your information will be used as the Army plans their public involvement
959 activities.
960

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APPENDIX – H
RAVENNA ARMY AMMUNITION PLANT
RESTORATION ADVISORY BOARD INTEREST SURVEY

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Name: _____

Address: _____

Telephone: (daytime) (_____) _____ (evening) (____) _____

1000 Restoration Advisory Board (RAB) members are expected to serve a two-year term and attend all
1001 RAB meetings. Duties and responsibilities will include reviewing and commenting on technical
1002 documents and activities associated with the environmental restoration program at Ravenna Army
1003 Ammunition Plant. Members will be expected to be available to the community members and groups
1004 they represent to facilitate the exchange of information and/or concerns between the community and
1005 the RAB. Participation in the RAB is voluntary, and members will not be financially compensated.
1006 Members will be selected by a selection panel and will be chosen to represent the diverse interests of
1007 the community.
1008

1009 Those who do not serve directly on the RAB can still participate in RAB activities. Interested
1010 members of the community will be included on the mailing list and invited to attend all RAB
1011 meetings, which are open to the public. Technical documents reviewed by the RAB will be made
1012 available to the public through the information repositories. The public will be able to comment on
1013 the technical documents either in writing to the installation or at the RAB meetings during a time set
1014 aside for public comments and inputs.
1015

1016 1. Do you have any specific environmental interests or concerns about the Ravenna Army
1017 Ammunition Plant? If so, please describe:

1018 _____
1019 _____
1020 _____
1021 _____

1022 2. Why would you like to be considered for RAB membership?

1023 _____
1024 _____
1025 _____
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1027
1028 3. Please describe your experience working as a member of a diverse group with common goals?

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1035 4. What is your background/experience/education regarding environmental issues?

1036 _____
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1038 _____
1039 _____

1040 5. The Community Co – Chairperson will be selected by the public members of the RAB. Please
1041 indicate whether or not you are interested in being considered for the Community Co – Chairperson
1042 Position by checking the box below and explain why.

1043 _____ Yes, I would like to be considered for the Community Co – Chairperson Position.
1044 Briefly explain why:

1045 _____
1046 _____
1047 _____
1048 _____

1049 6. By submitting this signed application you:

- 1050 • Are aware that being a RAB member involves a set time commitment;
- 1051 • Understand that being a RAB member entails a willingness to work cooperatively with other
- 1052 RAB members to ensure the efficient and effective use of RAB time;
- 1053 • Understand that serving on the RAB will be voluntary and RAB members will not receive
- 1054 compensation for their service;
- 1055 • Understand the following Privacy Act information and how it applies to providing your name,
- 1056 address, and telephone number for this survey;

PRIVACY ACT NOTICE

1057 Authority 10 U.S. code (USC) – 2705 © (USC)-42 U.S.C.-9620(f), State and local participation in cleanup of federal facilities. Principal Purpose: To
1058 identify members of the local community who are interested in participation in the RAB. Routine Uses: The requested information will be used to develop
1059 a list of interested persons from which the community members of the RAB will be selected. The information will also be used by the Army to contact the
1060 individuals who are selected. Disclosure of the requested information is voluntary. Failure to provide all the requested information may prevent selection
1061 to the RAB.
1062
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1064
1065

1066 _____
1067 **Applicant Signature**

_____ **Date**

1068 Completed surveys should be mailed to:

1069 Camp Ravenna
1070 Attn: Headquarters (Becky Haney)
1071 1438 State Route 534 SW
1072 Newton Falls, Ohio 44444

1073 Please contact Rebecca Haney at (330) 872-8010 or rebecca.m.haney.ctr@us.army.mil
1074 for more information about the RAB or submitting a membership survey.
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APPENDIX – I
Example of a News Release

13 March 2014

NEWS RELEASE

RAVENNA ARMY AMMUNITION PLANT RESTORATION PROGRAM

WHAT: RESTORATION ADVISORY BOARD (RAB) MEETING

LOCATION: Charlestown Township Hall

DATE: Wednesday, April 23, 2014

TIME: 6:00 – 7:40 P.M.

TOPICS:

- Technical Assistance for Public Participation (TAPP)
- Performance Based Contract Presentation & Award
- Stream Restoration

PUBLIC IS INVITED

For more information:
Please call the RAB Administrator at (330)872-8010

1120 **Example of a Tour News Release**

1121
1122
1123
1124 **2 September 2013**

1125
1126 **RESTORATION ADVISORY BOARD**
1127 **MEMBER TOUR**

1128 *****
1129 **RAVENNA ARMY AMMUNITION PLANT RESTORATION PROGRAM**

1130
1131
1132
1133 **WHAT: RESTORATION ADVISORY BOARD MEMBER TOUR**

1134
1135 **LOCATION:** Main Gate, 8451 State Route 5 Ravenna, Ohio 44266

1136
1137 **DATE:** Wednesday, September 25, 2013

1138
1139 **TIME:** 6:00 – 8:00 P.M.

1140
1141 The following areas will be discussed/visited:

- 1142
- 1143 • Demolition Range
 - 1144 • Military Operations in Urban Terrain (MOUT)
 - 1145 • Facility-Wide Groundwater Well Locations
- 1146
1147
1148
1149

1150
1151 **Access is controlled so please confirm attendance by contacting the RAB**
1152 **Administrator by Monday, September 16th at (330) 872-8010.**
1153