

Community Relations Plan Naval Training Center Great Lakes

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Prepared for
Naval Training Center Great Lakes

by
PWC/EFA Environmental Office

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Acronyms and Abbreviations

AR	Administrative Record
BE/E	Basic Electricity and Electronics
BRAC	Base Realignment and Closure
CERCLA	Comprehensive Environmental Response, Compensation, and Liability Act
CFR	Code of Federal Regulations
CRP	Community Relations Plan
CSTC	Combat Systems Technical Schools Command
DD	Decision Document
DOD	Department of Defense
EE/CA	Engineering Evaluation/Cost Analysis
EFA	Engineering Field Activity
EPA	Environmental Protection Agency
FFTU	Fire Fighting Training Area
FS	Feasibility Study
IEPA	Illinois Environmental Protection Agency
IR	Installation Restoration
LUST	Leaking Underground Storage Tank
NPL	National Priority List
NCP	National Contingency Plan
NTC	Naval Training Center
NTTC	Naval Technical Training Center
OPNAVINST	Navy Instruction
OSWER	Office of Solid Waste and Emergency Response
PA	Preliminary Assessment
PAO	Public Affairs Officer
PL	Public Law
PP	Proposed Plan
PWC	Public Works Center
RA	Remedial Action

RCRA	Resource Conservation and Recovery Act
RD	Remedial Design
RI	Remedial Investigation
ROD	Record of Decision
RTC	Recruit Training Command
SARA	Superfund Amendments and Reauthorization Act
SI	Site Investigation
SOUTHNAVFACENGCOM	Southern Division, Engineering Field Division
TRC	Technical Review Committee
USEPA	United States Environmental Protection Agency
UST	Underground Storage Tank
VA	Veterans Administration

I.0 Overview of the Community Relations Plan

This Community Relations Plan for Naval Training Center (NTC) Great Lakes sets forth a site-specific program to establish communication and information exchange between state and Federal government representatives and the public. Effective communication and timely information exchange are essential for maintaining community understanding and participation in environmental investigations and cleanup decisions.

This plan includes background information about the site and the legal framework for the environmental activities. Methods for facilitating communication between the Navy and members of the community are described. Community relations activities will be performed in accordance with the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), commonly referred to as "Superfund"; the Superfund Amendments and Reauthorization Act (SARA) of 1986, and Executive Order 12580.

The primary goal of this plan is to inform and establish two-way communication with residents of the surrounding community regarding environmental studies being conducted at NTC Great Lakes. Additional goals of this plan are to keep residents of the surrounding community knowledgeable of planned and ongoing activities at the site and to provide a means whereby citizens and agencies can interact with the Navy to assist in resolving issues of public interest and concern. The primary purposes of the Community Relations Plan are to:

1. Provide for the exchange of information regarding areas of environmental concern, and
2. Solicit input, comments, and active involvement from the public, elected and civic leaders, and concerned agencies regarding the program.

This plan outlines the public involvement objectives, prescribes specific policies and procedures governing public involvement activities related to environmental and remedial actions, assigns responsibility for planning and implementing program functions, and presents suggested communication activities and techniques to be used in meeting program goals.

I.1 Installation Restoration Program

The Navy IR program process consists of three major steps:

- ❖ Preliminary Assessment/Site Inspection (PA/SI): The PA/SI consists of:
 - (1) a review of available historical information about installation activities and land use, and
 - (2) an onsite visit, where necessary.

The PA/SI determines whether there is potential for contamination to exist, and identifies possible sources of contamination and potential effects, if any, to public health and the environment. When the PA/SI is completed, a decision to proceed with a Remedial Investigation/Feasibility Study (RI/FS) is made based on the results.

- ❖ Remedial Investigation/Feasibility Study (RI/FS)/Decision Document: If contamination is found on an installation at levels that may pose a potential risk of damage to public health or the environment, the Navy begins an RI, an investigation to determine the extent and nature of contamination. Existing information is reviewed, and additional data are gathered as needed to define where the contamination is located (in the soil, groundwater, or surface water) and to determine the nature and extent of the contamination. As part of the RI, a risk assessment is conducted. The risk assessment involves a summary and interpretation of the data collected during the RI, and an assessment of existing and potential effects of contamination on public health and the environment. If a situation is identified that poses an immediate danger to human health or the environment, a removal action or interim response action is conducted. Long-term solutions are addressed in the FS.

In the FS, remedial action alternatives for hazardous waste contamination are evaluated. The FS involves a detailed analysis of these alternatives in relation to technical feasibility, cost, and effectiveness in cleaning up the environment and protecting public health. During the FS, a pilot testing study, or treatability study is sometimes conducted to evaluate cleanup technology for the identified contaminants. The treatability study is used to develop the actual cleanup costs.

The Proposed Plan summarizes the alternatives developed in the FS, the preferred remedy and selection criteria, any proposed waivers to cleanup standards, and the position of the regulatory agencies on the Proposed Plan and preferred remedy. The Proposed Plan is subject to a minimum 30-day public review during which the public is encouraged to provide oral and written comments to the Navy.

The Decision Document describes the final cleanup alternative(s), documents the decision-making process, and describes how the public comments are addressed.

- ❖ Remedial Design/Remedial Action (RD/RA): Remedial Design includes the technical analysis and procedures that follow the selection of a remedy for a site and result in a detailed set of plans and specifications for implementation of the remedial action. Remedial Action includes the identification, evaluation, decision making, and design and construction steps required to implement control measures. This process may lead to remedial actions, removals, or

decisions to take no further action.

1.2 Installation Location

NTC Great Lakes is located approximately 35 miles north of Chicago on the western shore of Lake Michigan in Lake County, Illinois (see Appendix A). Dedicated in 1911, NTC Great Lakes is the largest naval training center in the United States. NTC Great Lakes consists of 1,650 acres bounded on the west by U.S. Route 41 (Skokie Highway), on the north by the city of North Chicago, and on the south by the Veterans Administration (VA) Hospital and Golf Course and the Shore Acres Country Club. Lake Michigan lies to the east. "Mainside" includes the area east of Sheridan Road, which includes the location of the original base. "Hospitalside" includes the area west of Sheridan Road, which includes the VA Hospital (see Appendix A).

1.2.1 Regional Geology

Lake County's geology and topography are the product of advances and retreats of glacial ice. This is evident in a series of north-south trending moraines and morainic systems which dominate the northeastern portion of Illinois. Along the Lake Michigan shoreline in the vicinity of NTC Great Lakes is the Lake Berder Morainic System.

The geology of Lake County is dominated by unconsolidated glacial till overlying Silurian-age dolomite. The unconsolidated deposits range in thickness from 100 to 300 feet thick. Within Lake County, the surficial unit is the Wedron Formation which consists of a silt, clay, and sand matrix till with pebbles, cobbles, and boulders. Surficial deposits of glacial sands and gravel are located within Lake County. This coarser-grained material has been designated as the Henry Formation.

In the vicinity of NTC Great Lakes, a generalized stratigraphic column is described as follows (ground surface to bedrock): 100 to 150 feet of fine-grained till, 10 to 50 feet of sand and gravel, 10 to 50 feet of a fine-grained till, then Silurian-age dolomite bedrock. According to information obtained from the Lake County Soil Conservation Service, some soils at NTC Great Lakes are classified as "made land" and some fall into the Morley series. "Made land" consists of areas of manmade cuts and fills of various depths and areas covered almost completely with roads and buildings. The fills have been made with various materials, including some that are not soil materials. Some areas of NTC Great Lakes were filled with coal fines or cinders from the former on-site coal-fueled power plant. The Morley series consists of deep, gently sloping to steep, well-drained soils that formed in thin silty deposits and the underlying calcareous glacial till of silty clay loam texture.

1.2.2 Hydrology

Groundwater occurs throughout the till but the till yields very little water and does

not constitute an aquifer. The discontinuous lenses and strands of sandy materials are potential sources of groundwater. However, due to their limited extent and irregular nature, the quantity of water available from these deposits is limited and there is no indication that they provide more than minor water supplies. Most wells in the area tap bedrock as the source of groundwater. The source of drinking water for NTC Great Lakes is Lake Michigan. Groundwater is not used as a drinking water source at NTC Great Lakes. In general, the potential for contaminant migrations in the till is very low because of the low hydraulic conductivity and rate of groundwater flow.

NTC Great Lakes Great Lakes is located within two major drainage basins -- the Lake Michigan north drainage basin and the North Branch Chicago River drainage basin. Areas east of Green Bay Road drain to Lake Michigan, in large part by Pettibone Creek. Areas to the west of Green Bay Road drain to the Skokie River which is locally referred to as Skokie Ditch. The water quality of both Skokie River and Pettibone Creek is reported to be poor because of urban runoff.

1.3 Installation History

In 1902, Congress appropriated \$5,000 to investigate sites in the Midwest on which to establish a naval training station. The present Lake Bluff location was recommended. In April 1904, the Naval Appropriations Act empowered the President to approve the selected location and authorized purchase of the site. Captain A. A. Ross, first Commandant of NTC Great Lakes Great Lakes, accepted command of the activity on behalf of the government on July 1, 1905. Six years later, the activity was ready to accept its first recruit for training. The original activity consisted of 39 permanent buildings located on 167 acres. Expansion to the present boundaries was accomplished by various land acquisitions from 1917 to 1942.

When the United States entered World War I, the population at NTC Great Lakes expanded quickly. At the peak of the war, the activity had expanded to 1,200 acres, 775 buildings, and 47,721 men, thus becoming the largest naval station in the United States. By 1922, the Navy had stopped training recruits at NTC Great Lakes and consideration was being given to closing the activity.

The activity was reopened for training in 1935. By March 1944, the activity had reached an all-time peak strength of 100,156 men. Though hostilities ended in 1945, NTC Great Lakes did not again revert to its prewar status. Since the Vietnam conflict, training requirements at NTC Great Lakes have remained at a high peacetime level.

In accordance with the Base Realignment and Closure Act of 1990 (Public Law 101-510), the 1993 Defense Base Closure and Realignment Commission (BRAC-93) recommended the closure of NTC Orlando, Florida, and NTC San Diego,

California. The naval training at these bases is being relocated to NTC Great Lakes. In addition, Naval Technical Training Center (NTTC) Treasure Island and Combat Systems Technical Schools Command (CSTC) Mare Island, California, are also being closed under the recommendations of BRAC-93, with some of the training at these commands being relocated to NTC Great Lakes.

To accommodate the consolidation of naval training at NTC Great Lakes, 24 military construction projects are currently underway to upgrade existing facilities and construct new facilities. Once all of the construction is complete, the student population will increase from 3,375 in 1993 to 5,460 in 1998.

1.4 Environmental Studies

The IR program at NTC Great Lakes has progressed through two major phases. Phase I, the PA/SI was conducted in 1986. The investigation identified 14 sites as having the potential for causing environmental contamination:

- ◆ Site 1, Golf Course Landfill
- ◆ Site 2, Forrestal Landfill
- ◆ Site 3, Supplside Landfill
- ◆ Site 4, Fire Fighting Training Area (FFTU)
- ◆ Site 5, Transformer Storage "Boneyard"
- ◆ Site 6, Mainside Transformer Storage Area
- ◆ Site 7, RTC Silk-Screening Shop
- ◆ Site 8, Exchange Service Station
- ◆ Site 9, Camp Moffett Disposal Area
- ◆ Site 10, NTC Great Lakes Rifle Range
- ◆ Site 11, BE/E School Gyro Compass Room
- ◆ Site 12, Harbor Dredge Spoil Area
- ◆ Site 13, Demolition Debris Disposal Area
- ◆ Site 14, Former Coal Storage Areas

Although none of the sites were identified as an immediate threat to human health or the environment, seven sites were determined to warrant further investigation. Sites 6 and 8 have been eliminated from further study based on limited sampling and cleanup activities. The remaining sites follow:

- ◆ Site 1, Golf Course Landfill
- ◆ Site 4, Fire Fighting Training Unit (FFTU)
- ◆ Site 5, Transformer Storage "Boneyard"
- ◆ Site 7, RTC Silkscreening Shop
- ◆ Site 12, Harbor Dredge Spoil Area

None of these sites are located on the "Mainside." Sites 1 and 4 are located in the golf course area of NTC Great Lakes (Figure 1-3). Site 1 was an approximately 50-

acre landfill that received an estimated 1.5 million tons of waste. Site 4 consists of the facilities associated with a previous FFTU.

Sites 5, 7, and 12 are located more than 1,000 feet away from the "Mainside" area (see Appendix A). Site 5 is a 2-acre site, reportedly used between 1945 and 1985 primarily to store out-of-service transformers. The silkscreening shop at Site 7 used a variety of materials including ink, paint, water- and oil-based lacquers, enamels, mineral spirits, acetone, thinners, and photographic emulsions.

Site 12 received dredge spoil from harbor-dredging activities in 1952 and 1970. The 1986 Initial Assessment Study concluded that, although the site poses no immediate threat to human health or to the environment, further investigation was warranted. A subsequent verification study indicated that low levels of heavy metals and pesticides were detected throughout the site. Pesticide contamination was limited in extent, and the concentrations observed should pose little or no risk to human health based on comparisons with published toxicological parameters.

A removal action is planned at Site 4, FFTU. The underground storage tanks and related piping will be removed under the Illinois Leaking Underground Storage Tank (LUST) program. Contaminated soils will be treated on site using an innovative technology, heat pile bioremediation. Repair work is planned at Site 3, the Supplyside Landfill, to provide better drainage for storm water flow across the cap and install additional groundwater monitoring wells.

2.0 Community Background

2.1 Community Demographics and Employment

NTC Great Lakes Great Lakes is located approximately 25 miles north of Chicago, on the western shore of Lake Michigan in Lake County, Illinois. Land surrounding NTC Great Lakes falls within three jurisdictions: the City of North Chicago on the north and west, the Village of Lake Bluff on the south, and Shields Township on the west.

North Chicago has a population of 34,978. Almost 35% of the population is black, 5% Hispanic, and 3.6% Asian. Sections of newsletters and reports that the City of North Chicago publishes are routinely translated into Spanish. The city is residential and industrial with areas adjacent to NTC Great Lakes zoned Intensive Industrial, General Industrial, and Limited Industrial. Major employers include Abbott Laboratories, NTC Great Lakes Great Lakes, and the VA Hospital Complex. Median household income of \$25,500, in 1989, was one of the lowest in Lake County.

The Village of Lake Bluff has a population of 5,486. More than 98% of the population is white. The village is residential and zoning adjacent to NTC Great Lakes allows construction of single family residences on lots ranging from 0.275-acres to 4.5-acres in size. Most of the village residents that are employed, 84% work outside the village. Median household income was \$82,904 in 1989.

2.2 Community Involvement History

Community interest in the IR program at NTC Great Lakes has been limited. A Technical Review Committee (TRC) was established and last met in July 1993. The TRC members are all local officials or interested parties with an interest in the IR activities at NTC Great Lakes.

Articles about contamination in Pettibone Creek appear in the local newspapers from time-to-time but these articles are mainly focused on contamination that enters NTC Great Lakes from off base. The Environmental Protection Agency (EPA) is preparing to conduct a Superfund Removal Action at some property located adjacent to Pettibone Creek to prevent continued contamination of the creek and Lake Michigan. NTC Great Lakes personnel will stay informed of EPA actions and support EPA's community relations activities, as required.

2.3 Community Interview Program

To identify the issues and concerns regarding NTC Great Lakes Great Lakes and the ongoing environmental studies, community interviews are recommended. These interviews can be conducted when there is an action planned under the IR program or to obtain additional information about community issues and concerns.

Interviews should be conducted with local elected officials, business leaders, and other residents and concerned citizens. A listing of those interviewed will be maintained by the NTC Great Lakes Environmental Office.

2.4 Community Issues and Concerns

Once interviews are conducted, responses to the questions should be summarized and community issues and concerns addressed.

3.0 Public Involvement Program

3.1 Goals and Objectives

As stated in Section 1.1, the goal of the NTC Great Lakes Great Lakes Community Relations Plan is to provide an effective mechanism for communication and exchange of information among the U.S. Navy, various federal, state, county, City of North Chicago, Village of Lake Bluff, community agencies, and the public. This plan has been designed to fulfill requirements of:

1. The Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980 (Public Law 96-510), as amended, including Section 117 of the Superfund Amendments and Reauthorization Act (SARA) of 1986 (Public Law 99-499, October 17, 1986).
2. EPA guidance and publications, including *Public Involvement in the Superfund Program* (WH/FS-86-004) and *CERCLA Compliance with Other Environmental Statutes* (*Federal Register* 50 (29): 5928-5932).
3. The EPA publication *Community Relations in Superfund: A Handbook* (Office of Solid Waste and Emergency Response (OSWER) Directive Number 9230.0-3B, January 1992-Final).
4. Department of the Navy Environmental and Natural Resources Program Manual (OPNAVINST 5090.1B, November 1, 1994).
5. Department of Defense *Strategy on Environmental Justice* (March 24, 1995) developed in response to Executive Order 12898, *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Population* (February 11, 1994).

This Community Relations Plan has the following specific objectives:

1. Ensure the public understands that personal and community health interests are of paramount concern to the U.S. Navy.
2. Inform and educate local residents and officials of the IR process.
3. Keep local residents and federal, state, county, city, village, and local officials informed in a timely manner of findings of the IR program at NTC Great Lakes.
4. Provide local residents and federal, state, county, city, village, and local officials informed in a timely manner of major findings of the IR program at NTC Great Lakes.

5. Keep the Navy sensitive to and informed about changes in community concerns, attitudes, information needs, and activities regarding NTC Great Lakes and use their concerns as factors in evaluating modifications of the Community Relations Plan as necessary to address these changes.
6. Effectively serve the community's information needs and address citizen inquiries through prompt release of factual information through the media and other information dissemination techniques.
7. Effectively respond to the needs of the media by providing timely response to inquiries and requests for interviews and briefings, thereby resulting in fair and accurate reporting of IR activities at NTC Great Lakes.
8. Create and maintain, through an active public affairs program, a climate of understanding and trust with the aim of providing information and opportunities for comments and discussion.
9. Ensure that appropriate federal, state, county, city, village, and local elected officials are informed of results of the investigations and recommended remedial actions.
10. Identify issues and potential issues of concern and develop and implement objective means to avoid or resolve conflict.

3.2 Environmental Justice

This plan has been developed in accordance with the requirements of Executive Order 12898, *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*, February 11, 1994, and the *Department of Defense Strategy on Environmental Justice*, March 24, 1995. This Executive Order and DOD Strategy require NTC Great Lakes to improve existing outreach and communications systems to include environmental justice stakeholders.

NTC Great Lakes will provide translations of crucial public documents or sections of those documents if it is considered appropriate by representatives of the Navy and the City of North Chicago to ensure that members of the minority and low-income communities around NTC Great Lakes have the opportunity to review and comment on those documents. Documents or summaries of documents will be written so that they can be understood by the target audience of members of the communities around NTC Great Lakes. Documents or summaries will be prepared that are clear and concise, using language that is nontechnical and illustrative to facilitate comprehension.

NTC Great Lakes will make sure that document repositories are readily accessible

to the public and will schedule meetings with the public at times and places that are convenient to members of the community. Community organizations and non-traditional news organizations that may be primary sources of information for minority and low-income populations will be used to disseminate information about the NTC Great Lakes IR program as appropriate. Expanded outreach through churches, community centers, tribal governments, schools, and other organizations that serve minority and low income communities in this area will be used where practicable and appropriate to distribute information.

3.3 Responsibilities

Responsibilities for implementing the NTC Great Lakes Community Relations Plan are shared by the NTC Great Lakes Public Affairs Office, the PWC/EFA Public Affairs Office, the PWC Great Lakes Housing Office, and the Great Lakes Environmental Office. The following responsibilities are established for the implementation of the NTC Great Lakes Community Relations Plan:

1. NTC Great Lakes Public Affairs Office
 - a. Responsible for providing the overall public affairs support.
 - b. Implements the NTC Great Lakes Community Relations Plan to provide timely and accurate information throughout all stages of the NTC Great Lakes IR program to ensure that the public has an opportunity to review and comment on the selection of proposed remedial actions and to remain sensitive to changes in community concerns.
 - c. Coordinates release of any NTC Great Lakes IR information with the PWC/EFA Public Affairs Office and with the SOUTHNAVFACENGCOM Public Affairs Office.
 - d. Is responsible for responding to media and public queries on the NTC Great Lakes IR program in coordination with the PWC/EFA Public Affairs Office and the Great Lakes Environmental Office.
 - e. Works with the PWC/EFA Public Affairs Office and the Great Lakes Environmental Department to schedule and coordinate public meetings, presentations, briefings, and onsite tours concerning the NTC Great Lakes IR program.
 - f. Collects newspaper clippings related to the NTC Great Lakes IR program.
2. PWC/EFA Public Affairs Office
 - a. Provides support to the NTC Great Lakes Public Affairs Office and the

Great Lakes Environmental Department in the implementation of this plan.

- b. Coordinates release of any NTC Great Lakes IR information with the NTC Great Lakes Public Affairs Office and with the SOUTHNAVFACENGC.COM Public Affairs Office.
 - c. Is responsible for coordinating on responses to media and public queries on the NTC Great Lakes IR program prepared by the NTC Great Lakes Public Affairs Office.
 - d. Works with the NTC Great Lakes Public Affairs Office and the Great Lakes Environmental Department to schedule and coordinate public meetings, presentations, briefings, and onsite tours concerning the NTC Great Lakes IR program.
 - e. Collects newspaper clippings related to the NTC Great Lakes IRP program.
 - f. Works with the PWC Great Lakes Housing Office and the Great Lakes Environmental Department to provide residents of Navy Housing timely and accurate information about IR sites adjacent to housing areas throughout all stages of the NTC Great Lakes IR program.
3. PWC Great Lakes Housing Office
- a. Works with the PWC/EFA Public Affairs Office and the Great Lakes Environmental Department to provide residents of Navy Housing timely and accurate information about IR sites adjacent to housing areas throughout all stages of the NTC Great Lakes IR program.
4. Great Lakes Environmental Department
- a. Provides support to the NTC Great Lakes Public Affairs Office in the implementation of this plan.
 - b. Is responsible for coordinating on responses to media and public queries on the NTC Great Lakes IR program prepared by the NTC Great Lakes Public Affairs Office.
 - c. Works with the NTC Great Lakes Public Affairs Office and the PWC/EFA Public Affairs Office to schedule and coordinate public meetings, presentations, briefings, and onsite tours concerning the NTC Great Lakes IR program.
 - d. Works with the PWC Great Lakes Housing Office and the PWC/EFA

Public Affairs Office to provide residents of Navy Housing timely and accurate information about IR sites adjacent to housing areas throughout all stages of the NTC Great Lakes IR program.

- e. Establishes and maintains a mailing list that includes local, state, and federal officials and interested citizens.
- f. Updates, maintains, and indexes contents of information repositories.
- g. Establishes, updates, maintains, and indexes Administrative Record.

3.4 Communication Activities and Techniques

The primary elements to ensure success in a community relations program are development of an information network with relevant communities and development of specific opportunities for public participation in the program. To develop, maintain, and enhance public involvement, the NTC Great Lakes Community Relations Plan presents an active approach to identifying and addressing public concerns about environmental issues at NTC Great Lakes with emphasis directed to environmental investigations and remedial or removal actions at NTC Great Lakes.

Essential to building and maintaining public trust is a communication system by which relevant and accurate information is made available to local citizens; city, county, state, and federal regulators; and the media in a timely and responsible manner. The following sections present methods and techniques for implementing such a system.

3.4.1 Interagency Communication Techniques

Effective interagency communication is essential for a coordinated effort in addressing community concerns. The NTC Great Lakes Community Relations Plan is designed to provide effective communication and information exchange with the U. S. Navy, Lake County, the City of North Chicago, the Village of Lake Bluff, and surrounding civic associations, the general public, and the media. Meetings and close coordination between NTC Great Lakes, the Illinois Environmental Protection Agency (IEPA), EPA, and other regulatory agencies will provide the foundation for the Community Relations Plan.

Interagency interactions and communication techniques will include:

1. **Project Team Meetings**: The purpose of the project team is to foster partnering between the regulators and the regulated community. The project team meets as needed to direct and control the NTC Great Lakes environmental restoration process as a team effort with the Navy and state and federal regulators.

2. Telephone Conference Calls: Conference calls will be held as needed to keep appropriate agencies informed of project activities.
3. Media and Fact Sheet Releases: Any party issuing a news release, fact sheet, or other pertinent information regarding any of the work at NTC Great Lakes will advise the other parties of the contents of such documents at least two working days before their issuance. In instances where time is of the essence, coordination should be effected by telephone with a data facsimile follow up. Such coordination will enable all parties involved to adequately respond to media or public inquiries concerning the releases.
4. Prior Notice of Scheduled Public Meetings: When public meetings are scheduled, at least two weeks advance notice will be provided to all agencies to allow maximum agency and public participation in the meetings. The public meetings will be announced in the local newspapers. A public notice will also be issued once a Decision Document is signed. This notice will be given by press release and/or fact sheet to interested parties.
5. Public Comment Periods: For FS/Proposed Plans, the Navy will hold a public information meeting and a 45-day public comment period upon release of the Proposed Plan for Remedial Action at a site or group of sites. Comments may be submitted to the Navy in writing or at a public meeting.
6. Public Hearings: The Navy will hold a public hearing during the formal public comment period on the FS/Proposed Plan. A court stenographer will record all comments, and copies of the transcript will be made available in the information repositories.
7. Responsiveness Summary: The Navy will prepare a Responsiveness Summary listing all comments received during the comment period of a FS/Proposed Plan and the responses to the comments. The Responsiveness Summary will be issued with the Decision Document and made available in the information repositories.

3.4.2 Local Community and Media Communication Techniques

To expand communications and ensure effective interactions between the U.S., Navy and the community (to include minority and/or low income groups), the following community relations techniques are recommended:

1. Informal Community Informational Meetings: Informal informational meetings with local citizens can be held to discuss remedial progress or specific environmental documents. Such meetings will be jointly coordinated with the NTC Great Lakes Public Affairs Office and the Great

Lakes Environmental Office. The time and agenda of such meetings will be determined by NTC Great Lakes and held at a time convenient for the general community members. These informal meetings will be announced through media releases and mailing list notices at least two weeks in advance of meeting dates.

2. Special Briefings: When appropriate, special project briefings will be held by NTC Great Lakes with local officials to review project goals and accomplishments. Such meetings could be held at a time mutually acceptable to NTC Great Lakes and local officials. Briefings may also be held at civic association meetings. Such briefings would provide information for elected leaders to use when inquiries are directed to them from their constituents on matters relating to the NTC Great Lakes IR program. Such meetings will be coordinated by the NTC Great Lakes Public Affairs Office support from the Great Lakes Environmental Office.
3. Fact Sheets/News Releases: Fact sheets and news releases will be distributed to those on the mailing list, NTC Great Lakes neighbors, citizen groups, regulatory officials, elected/civic officials, and local and regional media at major milestones or whenever events warrant such releases.

Fact sheets/news releases in general will be directed to address the concerns as expressed by local communities and will include status of studies and remedial actions, updates on schedules, and special interest items. Other fact sheets will be issued on an as-needed basis. The fact sheets and copies of news releases will also be placed in the information repositories.

Information included in the fact sheets also may be used in local community newsletters which are distributed free to local residents.

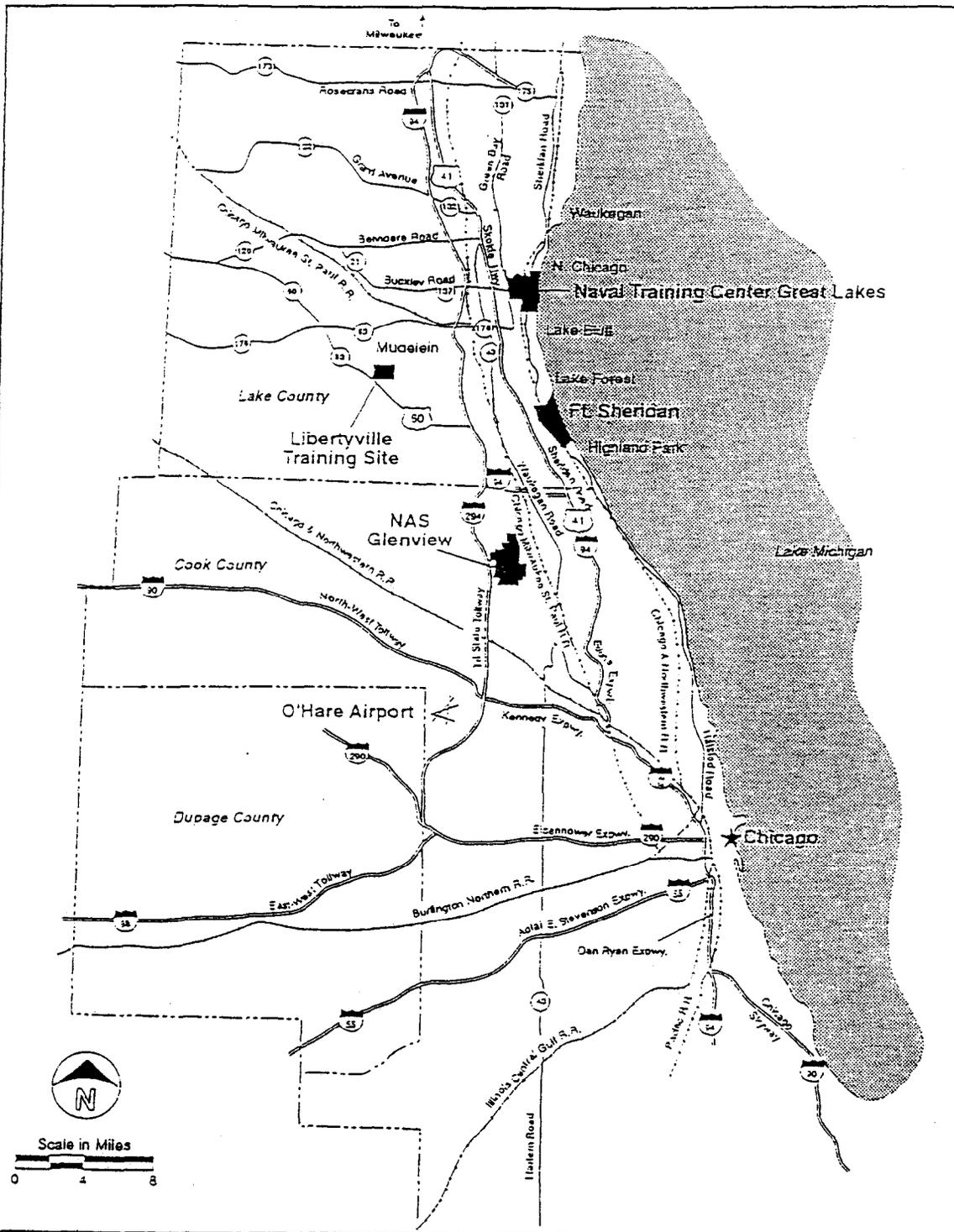
4. Information Repository: Information repositories are places where documents and information pertaining to the environmental study at NTC Great Lakes are stored and made available for public inspection and copying. Local media will be contacted to provide notice of the opening of the repository and the placement of materials as they are made available. Information repositories will keep an updated copy of the NTC Great Lakes Administrative Record as set forth under CERCLA 113(k)(1).
5. Onsite Tours: Tours may be held with local citizens, city, county, and state officials, congressional representatives, and the media. NTC Great Lakes and the NTC Great Lakes Public Affairs Office will determine when such tours are beneficial to enhancing public understanding of the investigations, and the tour will be organized by the NTC Great Lakes Public Affairs Office with assistance from the Great Lakes Environmental Office.

6. Programs for Civic Groups/Organizations: Slide and informational programs can be presented to civic and special interest groups at their regularly scheduled meetings upon request.

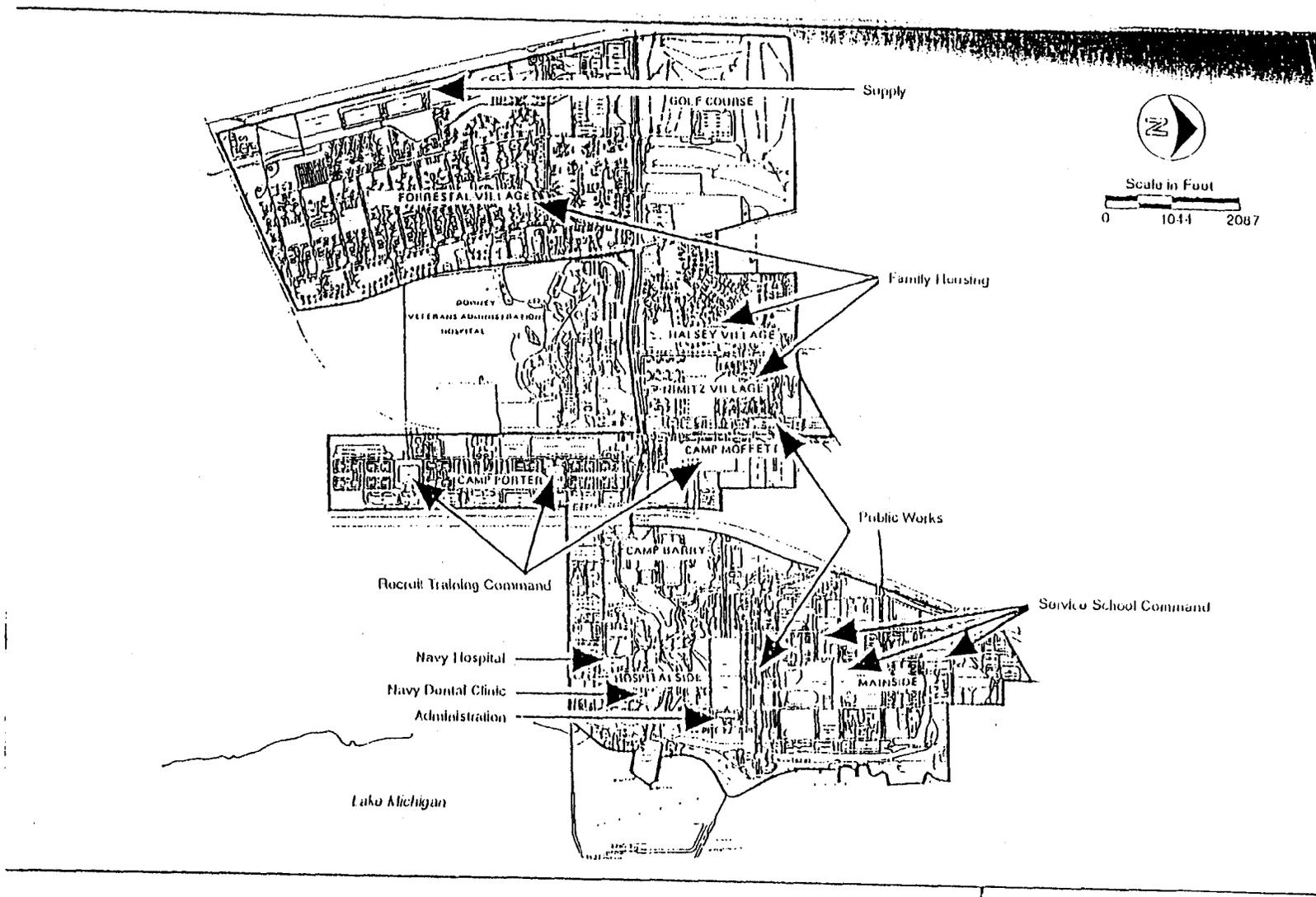
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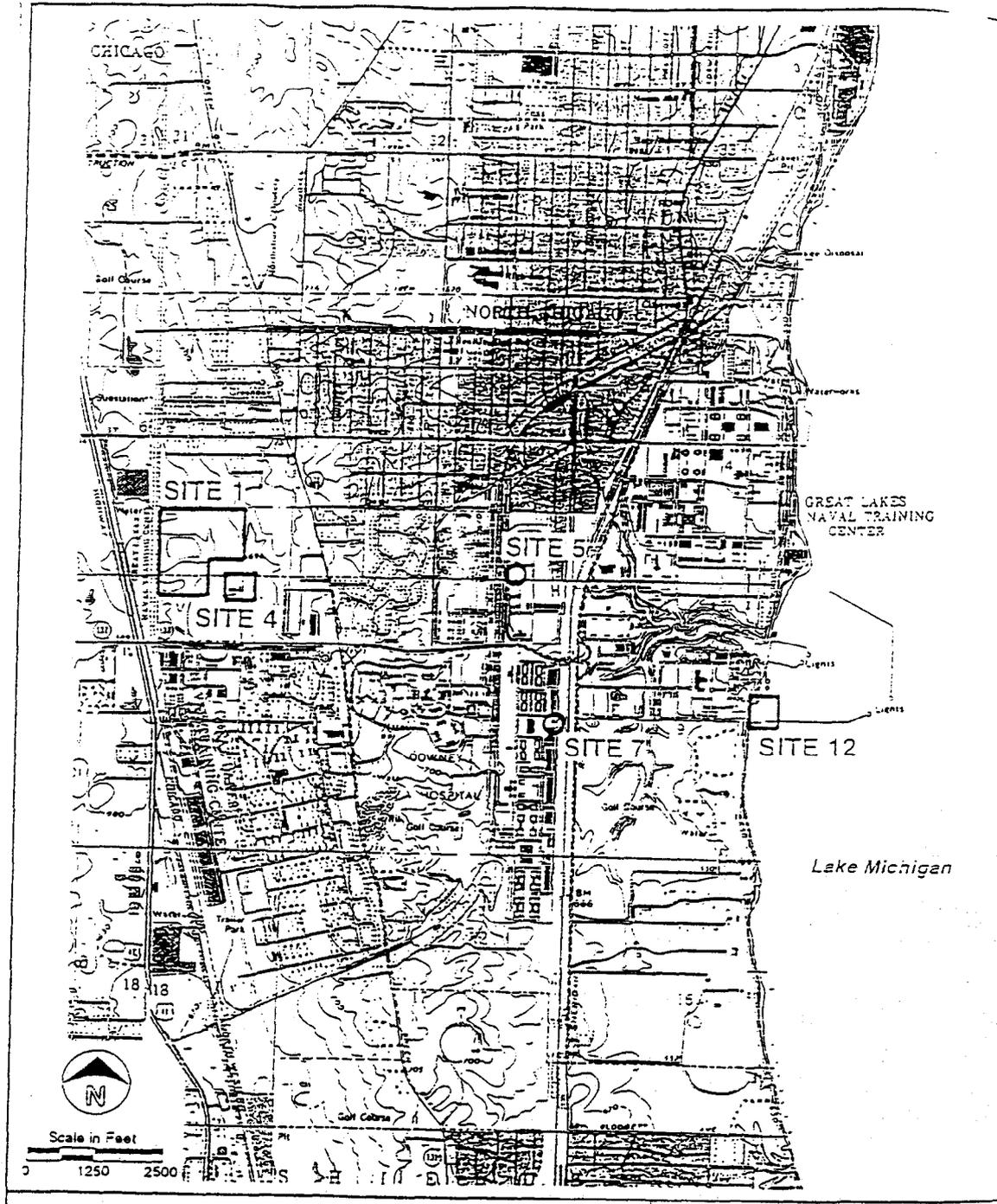
Appendix A Site Maps



Location of NTC Great Lakes, Illinois.



Location of Commands at NTC Great Lakes.



Approximate Locations of the Five IRP Sites - NTC Great Lakes.

Appendix B Media Contact List

MEDIA LIST

DAILY NEWSPAPERS

Chicago Tribune
435 N. Michigan Avenue
Chicago, Illinois 60611
(312) 222-3232

Chicago Tribune
Lake County Bureau
700 N. Milwaukee Avenue
Vernon Hills, Illinois 60061
(847) 918-2814

Waukegan News-Sun
100 Madison Street
Waukegan, Illinois 60085
(312) 336-7000

The Daily Herald
Paddock Publications
P.O. Box 101
Vernon Hills, Illinois 60061
(847) 680-5800

WEEKLY NEWSPAPERS

Pioneer Press Inc.
1232 Central Avenue
Wilmette, Illinois 60091
(847) 251-4300

RADIO

WBBM (FM/AM)
630 N. McClurg Court
Chicago, Illinois 60611
(312) 944-6000

WMAQ (AM)
Merchandise Mart Plaza
Chicago, Illinois 60654
(312) 670-6767

RADIO (cont)

WGN (AM)
435 N. Michigan Avenue
Chicago, Illinois 60611
(312) 222-4700

WBEZ (FM)
1819 Pershing Road
Chicago, Illinois 60609
(312) 890-8225

WKRS/WXLC (FM/AM)
3250 Belvidere
Waukegan, Illinois 60085
(847) 336-7900

TELEVISION

WBBM-TV (Channel 2) (CBS)
630 N. McClurg Court
Chicago, Illinois 60611
(312) 944-6000

WFLD-TV (Channel 32) (FOX)
205 N. Michigan Avenue
Chicago, Illinois 60601
(312) 565-5532

WGN-TV (Channel 9)
2501 Bradley Place
Chicago, Illinois 60618
(312) 528-2311

WLS (Channel 7) (ABC)
190 N. State Street
Chicago, Illinois 60601
(312) 750-7777

TELEVISION

WMAQ-TV (Channel 5) (NBC)
454 N. Columbus Drive
Chicago, Illinois 60611
(312) 836-5555

Appendix C Newspaper Articles and News Releases

Appendix D Community Interviews

D-I Participants

(This list will be maintained by the Great Lakes Environmental Office)

D-2 Questions

**COMMUNITY RELATIONS INTERVIEWS
FOR NTC Great Lakes GREAT LAKES**

Questions

Demographic Information:

City: _____ **Age:** _____ **Sex** _____

Optional:

Name: _____ **Occupation:** _____

Organization Represented: _____

Organization

Address: _____

Residence

Address: _____

For Residents:

Family Size: _____ **Children's Age Range** _____

Time at Residence: _____

Knowledge of the NTC Great Lakes Installation Restoration Program:

1.a. Are you familiar with the mission and activities of NTC Great Lakes Great Lakes?

1.b. What/who is the source of this knowledge?

1.c. What do you think about NTC Great Lakes Great Lakes?

2.a. Are you familiar with the environmental programs at NTC Great Lakes?

2.b. What/who is the source of this knowledge?

- 2.c. **What do you think about the environmental programs at NTC Great Lakes Great Lakes?**
- 2.d. **What/who is the source of this opinion?**
- 3.a. **Are you aware that there are sites at NTC Great Lakes that are undergoing environmental investigation and restoration (cleanup)?**
- 3.b. **What/who is the source of this knowledge?**
- 3.c. **What do you think about the NTC Great Lakes IR sites?**
- 3.d. **What/who is the source of this opinion?**
- 4. **What types of pollution do you think are present at the IR sites at NTC Great Lakes Great Lakes?**

Concerns:

- 5. **Do you feel that you or someone you know of has experienced any problems as the result of living near the site? If yes, what type: health, economic, quality of life, etc.**
- 6.a. **What are your principal concerns regarding the IR sites at NTC Great Lakes Great Lakes?**
- 6.b. **Please rank these concerns in order of important.**
- 7a. **What do you think are the principal community concerns regarding the IR sites at NTC Great Lakes Great Lakes?**

- 7.b. Please rank these concerns in order of importance?
8. Have you been contacted regarding the NTC Great Lakes IR program by any government officials (EPA/IEPA)?

Information Transfer:

9. Have you participated in any community meetings or other activities related to the IR program at NTC Great Lakes Great Lakes?
10. Are you interested in receiving further information about IR activities and sites? If yes, how frequently?
11. How would you prefer to get information about the NTC Great LakesIR program?
12. How do you typically get information about important issues?
- what is the most popular newspaper?
 - what is the most popular tv station?
 - what is the most popular radio station?
 - is there a cable tv operation with local access/local programming?
13. Are you interested in participating in future activities regarding the NTC Great LakesIR program?
14. Would you like to be involved in the process in any way beyond passively receiving information?
15. Do you think the community in general would like some involvement?

Conclusion:

16. **Who else in the community should we be talking with?**
17. **Are there any community organizations we should contact?**
18. **Other comments or concerns.**

Appendix E Public Affairs/Technical Points of Contact

PUBLIC AFFAIRS POINTS OF CONTACT

1. NTC Great Lakes Public Affairs Office
Building 1
Great Lakes, Illinois 60088
(847) 688-2201
2. PWC/EFA Public Affairs Office
ATTN: Ruth Beth
Building 1A
Great Lakes, Illinois 60088
(847) 688-6995

TECHNICAL POINTS OF CONTACT

1. Mark Schultz
Head, Great Lakes Environmental Department
2703 Sheridan Road, Bldg. 1A
Great Lakes, Illinois 60088
(847) 688-4693
2. Tony Andrews - FFTU
Environmental Engineer
Glenview Caretaker Support Office
Glenview, Illinois
(847) 657-1152
3. Terry Aide or Lt. Joe McConnell - Supplyside Landfill
Great Lakes Environmental Department
2703 Sheridan Road, Bldg. 1A
Great Lakes, Illinois 60088
(847) 688-5997
4. Adrienne Townsend-Wilson
SOUTHNAVFACENCOM
P.O. Box 190010
North Charleston, SC 29419-9010
(803) 820-5582

Appendix F Schedule of Community Relations Activities

Appendix G Mailing List for NTC Great Lakes IR Program

Appendix H Information Repository Locations

INFORMATION REPOSITORY LOCATIONS

1. North Chicago Public Library
2100 Argonne Drive
North Chicago, IL 60064
(847) 689-0125

2. Lake Bluff Public Library
123 E. Scranton
Lake Bluff, IL 60044
(847) 23402540

Appendix I Suggested Locations for Community Meetings

Appendix J Elected Officials

ELECTED OFFICIALS

U.S. SENATORS

Senator Paul Simon
230 S. Dearborn
Chicago, Illinois 60604
(312) 353-4952

Senator Carol Moseley-Braun
230 S. Dearborn
Chicago, Illinois 60604
(312) 353-5420

U.S. REPRESENTATIVE

Congressman John Edward Porter
102 Wilmot Road, Suite 200
Deerfield, Illinois 60015
(847) 662-0101

GOVERNOR

Jim Edgar
Governor's Office
207 State Capitol Building
Springfield, Illinois 62706
(217) 782-6830

LT. GOVERNOR

Bob Kustra
Lieutenant Governor's Office
214 State Capitol Building
Springfield, Illinois 62706
(217) 782-7884

STATE SENATOR

Adeline Geo-Karis
2610 Sheridan Road, Suite 213
Zion, Illinois 60099
(847) 872-7500

STATE REPRESENTATIVE

Thomas Lachner
321 Vincent Court
Lake Bluff, Illinois 60044

LAKE COUNTY BOARD

Lake County Board
Lake County Building
18 N. County Street
Waukegan, Illinois 60085
(847) 360-6336

MAYOR OF NORTH CHICAGO

Bobby E. Thompson
1850 Lewis Avenue
North Chicago, Illinois 60064
(847) 578-7778

VILLAGE PRESIDENT, VILLAGE
OF LAKE BLUFF

Fred G. Wacker, III
40 East Center
Lake Bluff, Illinois 60044
(847) 234-0774

Appendix K Technical Review Committee Members

Appendix L Community Relations Requirements for CERCLA Removal and Remedial Actions

CERCLA Community Relations Requirements

Introduction:

This appendix summarizes the various community relations activities the Navy will conduct in conjunction with the appropriate response action alternative. These requirements relate to Section 3.0 of the Community Relations Plan (CRP) and are designed to develop, maintain, and enhance public involvement for the NTC Great Lakes IR program.

CERCLA requires the USEPA to establish a National Contingency Plan (NCP). The NCP is a compilation of the standards and procedures for cleanups that will insure an acceptable result. Sections of the NCP set forth community relations guidelines that are required to be implemented commensurate with any cleanup actions. Cleanup actions are further divided into two categories; *removal actions* and *remedial actions*.

Removal Actions: Removal Actions are short term measures taken to minimize the dangers to health and the environment from emergency situations.

Remedial Actions: Remedial Actions are long term efforts that attempt to rid the site of dangers on a permanent basis.

Community Relations Requirements/Removal Actions

For All Removal Actions:

1. **Agency Spokesperson:** The Navy must designate a spokesperson to inform the public about the release and actions taken, to respond to questions, and to notify immediately affected citizens, state and local officials, and, when appropriate, civil defense or emergency management agencies (National Contingency Plan (NCP) §300.415(m)(1)).
2. **Administrative Record:** The Navy must establish an administrative record and make the administrative record available to the public at a central location and at or near the site, if applicable (Superfund Amendments and Reauthorization Act (SARA) §113(k); NCP §300.820).

For Removal Actions with Planning Periods of Less than Six Months:

1. **Notice and Availability of Administrative Record:** Within 60 days of the start of on-site removal activity, the Navy must make the administrative record available to the public and issue a notice of availability in a major local newspaper of general circulation (NCP §300.415(m)(2)(I); §300.820(b)(1)).

2. **Public Comment Period:** The Navy must provide a public comment period, if appropriate, of not less than 30 days from the time the administrative record is made available for public inspection (NCP §300.415(m)(2)(ii)).
3. **Response to Significant Comments:** The Navy must prepare a written response to significant comments (NCP §300.415(m)(2)(iii)).

For Removal Actions that Extend Beyond 120 Days:

1. **Community Interviews:** By the end of the 120 day period, the Navy must conduct interviews with local officials, public interest groups, or other interested parties to determine their concerns and information needs, and to learn how citizens would like to be involved in the Superfund process (NCP §300.415(m)(3)(I)).
2. **Community Relations Plan (CRP):** The Navy must prepare a formal CRP, based on community interviews and other relevant information, that specifies the community relations activities the agency plans to undertake during the response. The Navy must complete this CRP within 120 days of the start of the on-site removal activity (NCP §300.415(m)(3)(ii)).
3. **Information Repository Establishment and Notification/Notice of Availability of Administrative Record:** Within 120 days of the start of on-site removal activity, the agency must establish at least one information repository at or near the location of the removal action that contains items available for public inspection and copying. The agency must inform the public of the establishment of the information repository and provide notice of the availability of the administrative record in the repository.

For Removal Actions with a Planning Period of at Least Six Months:

1. **Community Interviews and Community Relations Plan (CRP):** The Navy must follow the same procedures as outlined in the previous section, except that staff must conduct interviews and prepare a CRP prior to completion of the engineering evaluation/cost analysis (EE/CA)(NCP §300.415(m)(4)(I)).
2. **Information Repository/Administrative Record Establishment and Notification:** The Army must follow the same procedures as outlined in the previous section, except that staff must establish this information repository and make the administrative record available no later than the signing of the EE/CA approval memorandum (NCP §300.415(m)(4)(I)).
3. **Notice of Availability/Description of the EE/CA:** The Navy must publish a notice of availability and a brief description of the EE/CA in a major local newspaper of general circulation (NCP §300.415(m)(4)(ii)).

4. **Public Comment Period:** Upon completion of the EE/CA, the Navy must provide at least 30 days for the submission of written and oral comments. The Navy must extend this comment period by at least 15 days upon timely requests (NCP §300.415(m)(4)(ii)).

5. **Responsiveness Summary:** The Navy must prepare a written response to significant comments and make this responsiveness summary available to the public in the information repository (NCP §300.415(m)(iv)).

Community Relations Responsibilities/Remedial Actions

Prior to Remedial Investigation:

1. **Community Interviews:** The Navy must hold on-site discussions with local officials and community members to assess their concerns and determine appropriate community relations activities (NCP §300.430(c)(2)(I)).

2. **Community Relations Plan (CRP):** The Navy must develop and approve a complete CRP based on community interviews before remedial investigation field activities start (NCP §300.430(c)(2)(ii)(A-C)).

3. **Information Repository:** The Navy must establish an information repository to contain items developed, received, published, or made available pursuant to §117. The Navy must make these items available for public inspection and copying and inform interested citizens of the establishment of the information repository (SARA §117(d); NCP §300.430(c)(2)(iii)).

4. **Technical Assistance Grant (TAG) Notification:** For sites that are listed on the National Priority List (NPL), the Navy must inform the public of the availability of TAGs and include in the information repository material that describes the TAG application process (NCP §300.430(c)(2)(iv)).

Upon Commencement of Remedial Investigation:

1. **Administrative Record:** The Navy must establish an administrative record. The agency must consider the participation of interested persons when developing the administrative record (SARA §113(k); NCP §300.815).

2. **Administrative Record Notification:** The Navy must publish a notice of availability of the administrative record in a major local newspaper of general circulation (NCP §300.815).

Upon Completion of Feasibility Study (FS) and Proposed Plan:

1. **RI/FS and Proposed Plan Notification and Analysis:** The Navy must publish a notice of availability of the RI/FS and proposed plan, including a brief summary of the proposed plan, in a major local newspaper of general circulation. The notice must also announce a comment period (SARA §117(a) and (d); NCP §300.430(f)(3)(I)(A)).
2. **Public Comment Period on RI/FS and Proposed Plan:** The Navy must provide at least 30 days for the submission of written and oral comments on the RI/FS and proposed plan. This comment period will be extended by a minimum of 30 additional days upon a timely request (SARA §117(a)(2); NCP §300.430(f)(3)(c)).
3. **Public Meeting:** The Navy must provide an opportunity for a public meeting to be held at or near the site during the comment period (SARA §113 and §117(a)(2); NCP §300.430(f)(3)(I)(D)).
4. **Meeting Transcript:** The Navy must prepare a meeting transcript and make it available to the public (SARA §117(a)(2); NCP §300.430(f)(3)(I)(E)).
5. **Notice and Comment Period on the Administrative Order on Consent or Consent Decree:** If there is a CERCLA 106 order against the installation or the site is on the NPL, a notice of the proposed settlement must be published in the *Federal Register* at least 30 days before the agreement becomes final. This notice must state the name of the facility and the parties to the proposed agreement. Those persons who are not parties to the agreement must be provided an opportunity to file written comments for a period of thirty days (SARA §122(I); NCP §300.430(c)(5)(I)).
6. **Responsiveness Summary:** The Navy must prepare a response to significant comments, criticisms, and new data submitted on the proposed plan and RI/FS, and ensure that this response document accompanies the Record of Decision (ROD)(SARA §113 and §117(5); NCP §300.430 (f)(3)(I)(F)).

Pre-Record of Decision (ROD) Significant Changes:

1. **Discussion of Significant Changes:** Upon determination that such changes could be reasonably anticipated by the public, the Navy must include in the ROD a discussion of significant changes and the reasons for such changes (NCP §300.430(f)(3)(ii)(A)).
2. **Revised Proposed Plan and Public Comment:** Upon determination that such changes could not have been reasonably anticipated by the public, the Navy must issue a revised proposed plan that includes a discussion of the significant changes and the reasons for such changes. The Navy must seek additional public comment on the revised proposed plan (NCP §300.430(f)(3)(ii)(B)).

After the ROD is Signed:

1. **ROD Availability and Notification:** The Navy must make the ROD available for public inspection and copying at or near the site prior to the commencement of any remedial action. Also, the Navy must publish a notice of the ROD's availability in a major local newspaper of general circulation. The notice must state the basis and purpose of the selected action (NCP §300.430(f)(6)).
2. **Revision of the CRP:** Prior to remedial design, the Navy should revise the CRP, if necessary, to reflect community concern, as discovered during interviews and other activities, that pertains to the remedial design and construction phase (NCP §300.435(c)(1)).

Post-Record of Decision (ROD) Significant Changes:

Scenario 1: *When the remedial or enforcement action, or the settlement or consent decree, differs significantly from the remedy selected in the ROD with respect to scope, performance, or cost:*

1. **Notice and Availability of Explanation of Significant Differences:** The Navy must publish a notice that briefly summarizes the explanation of significant differences in a major local newspaper, and make the explanation of significant differences and supporting information available to the public in the administrative record and information repository (NCP §300.435(c)(2)(I)(A) and (B)).

Scenario 2: *When the remedial or enforcement action, or settlement or consent decree, fundamentally alters the basic features of the selected remedy with respect to scope, performance, or cost:*

1. **Notice of Availability/Brief Description of Proposed ROD Amendment:** The Navy must propose an amendment to the ROD and issue a notice of availability and a brief description of the proposed amendment in a major local newspaper of general circulation (NCP §300.435(c)(2)(ii)(A)).
2. **Public Comment Period, Public Meeting, Meeting Transcript, and Responsiveness Summary:** The Navy must follow the same procedures as that required for the completion of the feasibility study (FS and proposed plan (NCP §300.435(c)(2)(ii)(B-F)).
3. **Notice of Availability of Amended ROD:** The Navy must publish a notice of availability of the amended ROD in a major local newspaper and make the amended ROD and supporting information available for public inspection and copying in the administrative record and information repository prior to commencement of the remedial action affected by the amendment (NCP §300.435(c)(2)(ii)(G) and (H)).

Remedial Design:

1. **Fact Sheet and Briefing:** Upon completion of the final engineering design, the Navy must issue a fact sheet and provide a public briefing, as appropriate, prior to beginning remedial action (NCP §300.435(c)(3)).