*** All present are expected to conduct themselves in accordance with our City's Core Values ***

OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department Committee, Agency, Corporation, Quasi-Municipal Corporation or Sub-unit thereof.

Notice is hereby given that the Community Development Authority of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

COMMUNITY DEVELOPMENT AUTHORITY BOARD OF THE CITY OF WAUSAU
Tuesday, January 28, 2020 at 12:00 pm
550 E Thomas Street, Wausau, Wisconsin 54403

Andy Witt (C), Sarah Napgezek, David Welles, Gary Gisselman, Robert Reinertson, Tom Neal, Rachael Hass

AGENDA ITEMS FOR CONSIDERATION (All items listed may be acted upon)

1. Call the Meeting to Order
2. Public Comment
3. Approval of Minutes from 12/17/2019
4. Site Update - 303-305 South Second Avenue, Wausau, Wisconsin
5. Discussion and Possible Action on Continuing Obligation Contract/Agreement with the CDA and 113 Callon Street Owners
6. Operational Issues & Current Activities
   Occupancy Overview
   Property Sale Update - 2102 N Second Street
   RFP Update - 2101 Grand Avenue
   2019 RVT LLC Audit

Adjournment

Andy Witt, Chair

This Notice was posted at City Hall and emailed to Media Wednesday, January 22, 2020 @ 1:00 pm.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call Christian Schock at (715)261-6683 or e-mail Christian.schock@ci.wausau.wi.us or the City’s ADA Coordinator at (715)261-6620 or e-mail clerk@ci.wausau.wi.us at least 48 hours prior to the scheduled meeting or event to request an accommodation.

It is possible that members of, and possible a quorum of members of other committees of the City of Wausau may be in attendance at the above mentioned meeting to gather information. No action will be taken by any such group at the above mentioned meeting other than the committee specifically referred to in this notice.

Other Distribution: City Website, Alderpersons, Board Members, Mayor
COMMUNITY DEVELOPMENT AUTHORITY
MINUTES

12/17/19

MEMBERS PRESENT: Andy Witt, Gary Gisselman, Robert Reinertson, David Welles, Rachael Hass

MEMBERS ABSENT: Sarah Napgezek, Tom Neal

OTHERS PRESENT: Betty Noel; Juli Birkenmeier; Drew Green, Citizen; Nathan Schulz, Zion Investment Group; Sue Nowak, SES Neighborhood Leadership Team; Michael Leischner, WSAU Radio; MaryAnn Guillihu, Southeast Side Leadership; Pat Peckham, Alderman; Kevin Porter, Intercity State Bank; Mayor Mielke

(1) Call Meeting to Order
Meeting was called to order at 12:03 pm at 550 E Thomas Street, Wausau, Wisconsin.

(2) Public Comment
Peckham registered a request for comment on agenda item #4.

(3) Approval of Minutes from 11/26/2019
Welles made a motion to approve the minutes from 11/26/19. Reinertson seconded. Motion was approved unanimously.

(4) Discussion and Possible Action on the Issuance of a Request for Proposal (RFP) for the former Ponderosa Motel – 2101 Grand Avenue, Wausau, Wisconsin
Witt sought board discussion and input on the draft Request for Proposal (RFP) for 2101 Grand Avenue. Welles explained that the CDA’s Redevelopment Committee requested an RFP process to ensure consistency with previous board discussion. Noel asked if commissioners were comfortable with the proposed January 24, 2020 deadline. Welles suggested the deadline be extended into February to allow all bidders ample opportunity to submit a proposal. Welles also suggested extending the initial review of proposals to align with the date of the February board meeting. Noel questioned the wording of the final bullet point under Evaluation Criteria, reflecting final “Committee and Council approval” and suggested a change to reflect final “Board of Commissioner approval”. Witt will request clarification from Schock on proceeding with that change prior to RFP issuance.

Peckham asked if proposals would be awarded higher points for housing and said that the southeast side neighborhood would appreciate a broader scope to include potential retail or commercial use. Welles clarified that the RFP does not limit redevelopment to low income housing but said proposals should further the mission of the CDA. Peckham stated that RFPs issued by the City’s Economic Development Committee give higher point value to proposals that incorporate high energy efficiency measures and suggested incorporating similar wording. Porter asked if the City’s Economic Development Committee will be involved in review of the proposals. Gisselman stated that only the CDA board would review. Porter then asked what would happen if the CDA rejects all proposals and Peckham asked if the CDA could potentially build on the site. Welles stated that if all proposals are rejected, an RFP could be reissued or the CDA could choose to build on the site. Welles made a motion to amend the deadline of the RFP to February 14, 2020, extend the initial review of proposals to February 25, 2020, change the wording in the last bullet point, replacing Committee and Council with Board of Commissioners, and incorporate additional wording encouraging the use of high energy efficiency standards. Reinertson seconded. Motion was approved unanimously. Welles will request that Schock make the revisions and distribute to the board for final review.
(5) Operational Issues and Current Activities

Occupancy Overview - Noel reported 99% occupancy at Riverview Towers, 86% at Riverview Terrace and 100% at the Scattered Sites. She reported that the CDA is currently administering 262 Housing Choice Vouchers.

Adjournment

Respectfully Submitted,

Andy Witt
Chairperson
Section A: Deeded Property Notification: Residual Contamination and/or Continuing Obligations

KEEP THIS DOCUMENT WITH YOUR PROPERTY RECORDS

407 Grant Street
Wausau, WI, 54403

Dear Mr. Schock:

I am providing this letter to inform you of the location and extent of contamination remaining on your property, and of certain long-term responsibilities (continuing obligations) for which you may become responsible. I have investigated a release of:

Tetrachloroethene (PCE)
on 303-305 S. 2nd Avenue, Wausau, WI, 54403 that has shown that contamination has migrated onto your property. I have responded to the release and will be requesting that the Department of Natural Resources (DNR) grant case closure. Closure means that the DNR will not be requiring any further investigation or cleanup action to be taken. However, continuing obligations may be imposed as a condition of closure approval.

You have 30 days to comment on the attached legal description of your property and on the proposed closure request:

Please review the enclosed legal description of your property, and notify Kyle Wagoner at 200 Indiana Avenue, Stevens Point, WI, 54481 within the next 30 days if the legal description is incorrect.

The DNR will not review my closure request for at least 30 days after the date of receipt of this letter. As an affected property owner, you have a right to contact the DNR to provide any technical information that you may have that indicates that closure should not be granted for this site. If you would like to submit any information that is relevant to this closure request, or if you want to waive the 30 day comment period, you should mail that information to the DNR contact: 1300 W. Clairemont Avenue, Eau Claire, WI, 54701, or at MatthewA.Thompson@wisconsin.gov.

Your Long-Term Responsibilities as a Property Owner and Occupant:
The responses include remediation of PCE contaminated soil on the source property (303-305 S. 2nd Avenue), adjoining municipal right-of-way and adjacent private properties located within the city block defined by S. 1st Avenue, S. 2nd Avenue, Callon Street, and Clark Street. PCE in soil was reduced to concentrations ranging between 39 and 2,680 micrograms per kilogram (ug/kg), exceeding only the NR 720 Residual Contaminant Level for the soil-to-groundwater pathway (RCL-gw) of 4.5 ug/kg for PCE after the remedial actions.

Groundwater monitoring for natural attenuation through June 2018, indicated that PCE levels exceeding the NR 140 Enforcement Standard (ES) of 5 micrograms per liter (ug/L) ranged between 6.3 and 114 ug/L. Trichloroethene (TCE), a degradation byproduct of PCE, also exceeded the NR 140 ES of 5 ug/L and ranged between 5.5 and 62.2 ug/L.
The continuing obligations I am proposing that affect your property are listed below, under the heading Continuing Obligations. Under s. 292.12 (5), Wis. Stats., current and future owners and occupants of this property are responsible for complying with continuing obligations imposed as part of an approved closure.

The fact sheet "Continuing Obligations for Environmental Protection" (DNR publication RR 819) has been included with this letter, to help explain the responsibilities you may have for maintenance of a certain continuing obligation, the limits of any liability for investigation and cleanup of contamination, and how these differ. If the fact sheet is lost, you may obtain copies at http://dnr.wi.gov/files/PDP/pubs/rr/RR819.pdf.

Contract for responsibility for continuing obligation:
Before I request closure, I will need to inform the DNR as to whom will be responsible for the continuing obligation/s on your property.
The Wausau Community Development Authority is responsible for the continuing obligations on your property.

Form 4400-286 (R 7/19)
Notification of Continuing Obligations and Residual Contamination

Under s. 292.12, Wis. Stats., the responsibility for maintaining all necessary continuing obligations for your property will fall on you or any subsequent property owner, unless another person has a legally enforceable responsibility to comply with the requirements of the final closure letter. If you need more time to finalize an agreement on the responsibility for the continuing obligations on your Property, you may request additional time from the DNR contact identified in Contact Information.

(Note: Future property owners would need to negotiate a new agreement.)

Remaining Contamination:

Soil Contamination:
Soil contamination remains at:
303-305 (source property) and 307 S. 2nd Ave.
The remaining contaminants include:
PCE
at levels which exceed the soil standards found in ch. NR 720, Wis. Adm. Code. The following steps have been taken to address any exposure to the remaining soil contamination.
An asphalt pavement cap has been placed over the area of residual PCE contaminated soil. The cap installation was completed on November 7, 2019.

Groundwater Contamination:
Groundwater contamination originated at the property located at 303-305 S. 2nd Avenue, Wausau, WI, 54403. Contaminated groundwater has migrated onto your property at:
307 S. 2nd Avenue
The levels of PCE and TCE contamination in the groundwater on your property are above the state groundwater enforcement standards found in ch. NR 140, Wis. Adm. Code.

However, the environmental consultants who have investigated this contamination have informed me that this groundwater contaminant plume is stable or receding and will naturally degrade over time. I believe that allowing natural attenuation, or the breakdown of contaminants in groundwater due to naturally occurring processes, to complete the cleanup at this site will meet the case closure requirements of ch. NR 726, Wis. Adm. Code. As part of my request for case closure, I am requesting that the DNR accept natural attenuation as the final remedy for this site.

The following DNR fact sheet (RR 671, "What Landowners Should Know: Information About Using Natural Attenuation to Clean Up Contaminated Groundwater") has been included with this notification, to help explain the use of natural attenuation as a remedy. If the fact sheet is lost, you may obtain a copy at http://dnr.wi.gov/files/PDF/pubs/rr/RR671.pdf:

Vapor Intrusion:
Remaining contamination in soil and/or groundwater at this site is contributing to the intrusion of vapors at your property, or to the potential for vapor intrusion. Vapor intrusion is the movement of vapors coming from volatile chemicals in the soil or groundwater, into buildings where people may breathe air contaminated by the vapors. Vapor mitigation systems are used to interrupt the pathway, thereby reducing or preventing vapors from moving into the building. The following DNR fact sheet (RR 892, “Vapor Intrusion: What to Expect If Vapor Intrusion from Soil and Groundwater Contamination Exist on My Property”) has been included with this notification to help explain vapor intrusion and the use of vapor mitigation systems. If the fact sheet is lost, you may obtain a copy at http://dnr.wi.gov/files/PDF/pubs/rr/RR892.pdf

At your property at: 303-305 S. 2nd Avenue, Wausau, WI, 54403 the residual soil and/or groundwater contamination may cause vapor intrusion of PCE are above vapor risk action levels, beneath the foundation on your property.

Continuing Obligations on Your Property: As part of the cleanup, I am proposing that the following continuing obligations be used at your property, to address future exposure to residual contamination. If my closure request is approved, you will be responsible for the following continuing obligations.

To construct a new well or to reconstruct an existing well, the property owner at the time of construction or reconstruction will need to obtain prior approval from the DNR. See Well Construction Requirements. Typically, this
results in casing off a portion of the aquifer during drilling, when needed, to protect the water supply.

**Residual Soil Contamination:**
If soil is excavated from the areas with residual contamination, the property owner at the time of excavation will be responsible for the following:
- determine if contamination is present
- determine whether the material would be considered solid or hazardous waste
- ensure that any storage, treatment or disposal is in compliance with applicable statutes and rules.
Contaminated soil may be managed in-place, in accordance with ch. NR 718, Wis. Adm. Code, with prior DNR approval. In addition, all current and future property owners and occupants of the property and right-of-way holders need to be aware that excavation of the contaminated soil may pose an inhalation or other direct contact hazard and as a result special precautions may need to be taken during excavation activities to prevent a health threat to humans.
Depending on site-specific conditions, construction over contaminated soils or groundwater may result in vapor migration of contaminants into enclosed structures or migration along underground utility lines. The potential for vapor inhalation and means of mitigation should be evaluated when planning any future redevelopment, and measures should be taken to ensure the continued protection of public health, safety, welfare and the environment at the site.

**Maintenance of a Cover:**
A soil cover/ engineered cover/other has been placed over remaining contamination to limit infiltration of contamination to groundwater.
and this cover will need to be maintained. Inspections will be required, and submittal of inspection reports may be required. Certain activities which would disturb the cover or barrier will be prohibited.
If the cover was intended for industrial or commercial use, notification of the DNR may be required before changing the land use to a residential type use, to determine if the cover will be protective for that use.
A maintenance plan is attached, which describes the maintenance activities likely to be required.
An updated maintenance plan will be provided at closure, if the requires changes to the maintenance plan.
A map, figure 1 , is attached, which shows the location of the extent of contamination and the extent of the cover.

**Vapor: Future Actions to Address Vapor Intrusion:**
While vapor intrusion does not currently exist, if a building is constructed on this property, or reconstructed, or is use of a building is changed to a residential-type use, vapor intrusion may become an issue. If closure is approved, notification of the DNR will be required before construction of a building or changing the use of an existing building to residential occupancy. The use of vapor control technologies or an assessment of the potential for vapor intrusion will be required at that time.

**Maintenance and Audits of Continuing Obligations:**
If compliance with a maintenance plan is required as part of a continuing obligation, an inspection log will need to be filled out periodically, and kept available for inspection by the DNR. Submittal of the inspection log may also be required. You will also need to notify any future owners or occupants of this property of the need to maintain the continuing obligation and to document that maintenance in the inspection log. Periodic audits of these continuing obligations may be conducted by the DNR, to ensure that potential exposure to residual contamination is being addressed. The DNR provides notification before conducting site visits as part of the audit.

**Well Construction Requirements:**
If this site is closed, all properties within the site boundaries where contamination remains, or where a continuing obligation is applied, will be listed on the Bureau for Remediation and Redevelopment Tracking System (BRRTS) on the Web, at https://dnr.wi.gov/topic/Brownfields/WRRD.html. Inclusion on this database provides public notice of remaining contamination and of any continuing obligations. Documents can be viewed on this database, and include final closure letters, site maps and any applicable maintenance plans. The location of the site may also be viewed on the Remediation and Redevelopment Sites Map (RR Sites Map), at the same internet address listed above.
DNR approval prior to well construction or reconstruction is required in accordance with s. NR 812.09 (4) (w), Wis. Adm. Code. This requirement applies to private drinking water wells and high capacity wells. Special well construction standards may be necessary to protect the well from the remaining contamination. The property owner needs to first
obtain approval from a regional water supply specialist in DNR's Drinking Water and Groundwater Program. A well driller can help complete this form. The well construction application, form 3300-254, is on the internet at https://dnr.wi.gov/files/PDF/forms/3300/3300-254.pdf.

Site Closure:
If the DNR grants closure, you will receive a letter which defines the specific continuing obligations on your property. The status of the site (open or closed) may also be checked by searching BRRTS on the Web. You may view or download a copy of the closure letter (sent to the responsible party) from BRRTS on the Web. You may also request a copy of the closure letter from the responsible party or by writing to the DNR contact, at Matthew Thompson, MatthewA.Thompson@wisconsin.gov, (715) 839-3750. The final closure letter will contain a description of the continuing obligation, any prohibitions on activities and will include any applicable maintenance plan.

If you have any questions regarding this notification, I can be reached at: (715) 342-3038

kyle.wagoner@ecom.com

Signature of responsible party / environmental consultant for the responsible party

Date Signed 12/2/2019

Attachments
Contact Information
Legal Description for each Parcel:
Maps:
Maintenance plan

Maintenance of a cover  Maintenance of a Cover - Maintenance Plan

Date 11/25/2019

Factsheets:
RR 819, Continuing Obligations for Environmental Protection

RR 671, What Landowners Should Know: Information About Using Natural Attenuation to Clean Up Contaminated Groundwater

RR 892, Vapor Intrusion: What to Expect if Vapor Intrusion from Soil and Groundwater Contamination Exist on My Property
Section A: Deeded Property Notification: Residual Contamination and/or Continuing Obligations

KEEP THIS DOCUMENT WITH YOUR PROPERTY RECORDS

1819 N. 7th Avenue
Wausau, WI, 54401-1884

Dear Mr. Volgt:

I am providing this letter to inform you of the location and extent of contamination remaining on your property, and of certain long-term responsibilities (continuing obligations) for which you may become responsible.

I have investigated a release of:
Tetrachloroethene (PCE)
on 303-305 S. 2nd Avenue, Wausau, WI, 54403 that has shown that contamination has migrated onto your property. I have responded to the release and will be requesting that the Department of Natural Resources (DNR) grant case closure. Closure means that the DNR will not be requiring any further investigation or cleanup action to be taken. However, continuing obligations may be imposed as a condition of closure approval.

You have 30 days to comment on the attached legal description of your property and on the proposed closure request:

Please review the enclosed legal description of your property, and notify Kyle Wagoner at 200 Indiana Avenue, Stevens Point, WI, 54481 within the next 30 days if the legal description is incorrect.

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Your Long-Term Responsibilities as a Property Owner and Occupant:
The responses included remediation of PCE contaminated soil on the source property (303-305 S. 2nd Avenue) and adjacent private properties located within the city block defined by S. 1st Avenue, S. 2nd Avenue, Callon Street, and Clark Street. PCE in soil was reduced to concentrations ranging between 39 and 2,680 micrograms per kilogram (ug/kg), exceeding only the NR 720 Residual Contaminant Level for the soil-to-groundwater pathway (RCL-gw) of 4.5 ug/kg for PCE after the remedial actions. (See Figure 1)

Groundwater monitoring for natural attenuation through June 2018, indicated that PCE levels exceeding the NR 140 Enforcement Standard (ES) of 5 micrograms per liter (ug/L) ranged between 6.3 and 114 ug/L. Trichloroethene (TCE), a degradation byproduct of PCE, also exceeded the NR 140 ES of 5 ug/L and ranged between 5.5 and 62.2 ug/L. (See Figures 2 and 3)

The continuing obligations I am proposing that affect your property are listed below, under the heading Continuing Obligations. Under s. 292.12 (5), Wis. Stats., current and future owners and occupants of this property are responsible for complying with continuing obligations imposed as part of an approved closure.

The fact sheet "Continuing Obligations for Environmental Protection" (DNR publication RR 819) has been included with this letter, to help explain the responsibilities you may have for maintenance of a certain continuing obligation, the limits of any liability for investigation and cleanup of contamination, and how these differ. If the fact sheet is lost, you may obtain copies at http://dnr.wi.gov/files/PDF/pubs/rr/RR819.pdf.

Contract for responsibility for continuing obligation:
Before I request closure, I will need to inform the DNR as to whom will be responsible for the continuing obligation/s on your property.

As affected party and owner of the building at 113 Callen Street you are responsible for the continuing obligation associated with the Vapor Mitigation System operating inside your building to limit or prevent intrusion of PCE and TCE...
vapor exceeding WI regulatory levels beneath the basement floor slab. An agreement/contract concerning responsibility for the continuing obligation(s) on your property has not been worked out between the responsible party and affected party.

Under s. 292.12, Wis. Stats., the responsibility for maintaining all necessary continuing obligations for your property will fall on you or any subsequent property owner, unless another person has a legally enforceable responsibility to comply with the requirements of the final closure letter. If you need more time to finalize an agreement on the responsibility for the continuing obligations on your Property, you may request additional time from the DNR contact identified in Contact Information.

(Note: Future property owners would need to negotiate a new agreement.)

Groundwater Contamination:
Groundwater contamination originated at the property located at 303-305 S. 2nd Avenue, Wausau, WI, 54403. Contaminated groundwater has migrated onto your property at:
113 Callon Street, Wausau
The levels of
PCE and TCE
contamination in the groundwater on your property are above the state groundwater enforcement standards found in ch. NR 140, Wis. Adm. Code.
However, the environmental consultants who have investigated this contamination have informed me that this groundwater contaminant plume is stable or receding and will naturally degrade over time. I believe that allowing natural attenuation, or the breakdown of contaminants in groundwater due to naturally occurring processes, to complete the cleanup at this site will meet the case closure requirements of ch. NR 726, Wis. Adm. Code. As part of my request for case closure, I am requesting that the DNR accept natural attenuation as the final remedy for this site.

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Vapor Intrusion:
Remaining contamination in soil and/or groundwater at this site is contributing to the intrusion of vapors at your property, or to the potential for vapor intrusion. Vapor intrusion is the movement of vapors coming from volatile chemicals in the soil or groundwater, into buildings where people may breathe air contaminated by the vapors. Vapor mitigation systems are used to interrupt the pathway, thereby reducing or preventing vapors from moving into the building. The following DNR fact sheet (RR 892, “Vapor Intrusion: What to Expect if Vapor Intrusion from Soil and Groundwater Contamination Exist on My Property”) has been included with this notification to help explain vapor intrusion and the use of vapor mitigation systems. If the fact sheet is lost, you may obtain a copy at [http://dnr.wi.gov/files/PDF/pubs/rr/RR892.pdf](http://dnr.wi.gov/files/PDF/pubs/rr/RR892.pdf)

At your property at: 303-305 S. 2nd Avenue, Wausau, WI, 54403
the levels of PCE and TCE (See Figure 4 and Table 1)
are above vapor risk action levels, beneath the foundation on your property.

Continuing Obligations on Your Property: As part of the cleanup, I am proposing that the following continuing obligations be used at your property, to address future exposure to residual contamination. If my closure request is approved, you will be responsible for the following continuing obligations.

To construct a new well or to reconstruct an existing well, the property owner at the time of construction or reconstruction will need to obtain prior approval from the DNR. See Well Construction Requirements. Typically, this results in casing off a portion of the aquifer during drilling, when needed, to protect the water supply.
Notification of Continuing Obligations
and Residual Contamination

Vapor Mitigation:
A vapor mitigation system needs to be operated and maintained, as vapor risk screening levels are still exceeded, after cleanup actions were taken at the source of the contamination. Certain activities which would disturb a barrier will be prohibited. Inspections will be required, and submittal of inspection reports may be required. A maintenance plan is attached, which describes the maintenance activities likely to be required. An updated maintenance plan will be provided at closure, if the DNR requires changes to the maintenance plan.

Maintenance and Audits of Continuing Obligations:
If compliance with a maintenance plan is required as part of a continuing obligation, an inspection log will need to be filled out periodically, and kept available for inspection by the DNR. Submittal of the inspection log may also be required. You will also need to notify any future owners or occupants of this property of the need to maintain the continuing obligation and to document that maintenance in the inspection log. Periodic audits of these continuing obligations may be conducted by the DNR, to ensure that potential exposure to residual contamination is being addressed. The DNR provides notification before conducting site visits as part of the audit.

Well Construction Requirements:
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If you have any questions regarding this notification, I am available at: (715) 342-3038
kyle.wagoner@aecom.com

Date Signed 12/6/2019

Signature of responsible party/environmental consultant for the responsible party
Attachments
- Contact Information
- Legal Description for each Parcel:
- Maps:
  - Maintenance plan
    - Vapor mitigation system Maintenance of a Vapor Mitigation System - Maintenance Plan
    - Date 12/6/2019
- Factsheets:
  - RR 819, Continuing Obligations for Environmental Protection
  - RR 671, What Landowners Should Know: Information About Using Natural Attenuation to Clean Up Contaminated Groundwater
  - RR 892, Vapor Intrusion: What to Expect if Vapor Intrusion from Soil and Groundwater Contamination Exist on My Property
December 6, 2019

Robert and Karen Voigt
RKV Income Trust
1819 N. 7th Avenue
Wausau, WI 54401-1884

Subject: Operation & Maintenance Plan for Vapor Mitigation System at 113 Callon Street
Next to Former Kraft Cleaners Site at 303-305 South 2nd Avenue
Wausau, Wisconsin
WDNR BRRTS No. 02-37-000294
AECOM Project No. 60299959

Dear Mr. and Mrs Voigt:

On behalf of the Wausau Community Development Authority (WCDA), AECOM is submitting this Operation & Maintenance (O&M) Plan for the sub-slab vapor mitigation system (VMS) operating inside your apartment building at 113 Callon Street in Wausau. Continued operation of the VMS, also sometimes referred to as a sub-slab depressurization system (SSDS), is intended to interrupt the potential migration of sub-slab vapor exceeding Wisconsin regulatory standards into the building from the adjacent Former Kraft Cleaners site. The WCDA, as responsible party (RP) for the Former Kraft Cleaners site, is submitting the VMS O&M Plan to you in support of their case closure request to the Wisconsin Department of Natural Resources (DNR).

Background
The Radon Man of Wisconsin, Inc., installed the VMS inside the basement of your apartment building at 113 Callon Street in 2014 for the purpose of mitigating tetrachloroethylene (PCE) and trichloroethylene (TCE) vapors potentially entering the building. The VMS is identical to a radon mitigation system in construction and operation. Sub-slab negative pressures beneath the building will be maintained on a full-time basis by two SSDS fans connected to eight suction points in the basement for the purpose of mitigating PCE and TCE vapors entering the building. Operation of the VMS started in June 2014.

On February 4 and June 24, 2019, AECOM performed sub-slab confirmation vapor sampling within the basement of your apartment building located at 113 Callon Street. The confirmation sampling and laboratory analysis for chlorinated volatile organic compounds (CVOCs) was completed for the purpose of supporting a regulatory case closure request for the Former Kraft Cleaners site. Laboratory analytical results for the sub-slab confirmation vapor samples compared to Wisconsin’s residential sub-slab Vapor Risk Screening Levels (VRSLs) are summarized in the enclosed table. The confirmation laboratory results for your building are also depicted on the enclosed site figure. Low-level PCE and TCE were detected below their respective Wisconsin residential VRSLs in the three-sample set collected on February 4, 2019.

PCE and TCE exceeded their respective VRSLs in one sample (VP-5) collected on June 24, 2019, while low-level PCE and TCE were detected below their VRSLs in the other two samples (VP-6 and VP-9) collected on the same date. Consequently, AECOM contacted you by telephone and requested that you restart the vapor mitigation system on July 10, 2019. No further sub-slab vapor sampling is planned or has been authorized by the WCDA.
VMS Components
Basic components of the VMS installed in the apartment building at 113 Callon Street include the following:

- Two Fantech® Model HP220 radon mitigation fans (see enclosed product information).
- Eight sub-slab suction points installed through the basement floor (see enclosed SSDS layout sketch).
- Two exhaust stacks attached to the exterior of the apartment building, one for each fan.
- Three sub-slab sample ports from which vapor samples and pressure differential readings can be taken.

A photograph log is enclosed showing various components of the VMS.

VMS Operation & Maintenance and Documentation
According to enclosed DNR Publication RR-042 "DNR Case Closure Continuing Obligations: Vapor Intrusion," you are responsible for the continuing obligation (CO) associated with long-term operation and maintenance of the VMS as the owner of the apartment building. Tasks covered by this O&M Plan include the following:

1. Perform an annual visual inspection of the entire VMS to look for visible signs of wear and tear (i.e., cracked or damaged piping; loose or broken brackets, fittings, couplings, and fan housings; obstructions to air flow; damaged or broken suction points).

2. Make an annual visual check of the apartment building for obvious structural changes or damage.

3. Complete the enclosed Continuing Obligations Inspection and Maintenance Log (DNR Form 4400-305) to document each annual VMS inspection.

4. Keep a copy of the completed annual Continuing Obligations Inspection and Maintenance Log (DNR Form 4400-305) on file for as long as the VMS is in operation.

5. Keep copies of all records and receipts associated with VMS repairs and/or replacement parts on file for as long as the VMS is in use.

Contingency Plan (ref. NR 724.13(2)(c))
Other than normal wear and tear, there are no anticipated O&M problems at this time. Potential O&M problems could include the following:

1. Loss of electrical power to the VMS that would temporarily interrupt operation.
2. Damage to VMS fans, piping, controls, electrical wiring, or other components.
Repairs, component replacements or modifications necessary to continue VMS operation can be performed by the installer:

The Radon Man of Wisconsin, Inc.
605 Grand Avenue
Rothschild, WI  54474-0156
Contact:  Tom DeSautel
Telephone:  (715) 581-4446
Email:  Tom@TheRadonManOfWI.com

A complete list of certified radon mitigation contractors provided by the Wisconsin Department of Health Services can be accessed here:  https://www.dhs.wisconsin.gov/radon/radon-proficiency.htm

Reporting VMS Failures, Damage and Emergencies (ref. NR 724.13(2)(e)1)
VMS failures, damage or other related emergencies will be reported immediately upon their discovery (within 24 hours) by telephone to the following party:

Wisconsin DNR R&R Program
1300 W. Clairemont Avenue
Eau Claire, WI  54701
Contact:  Matthew Thompson
Telephone:  (715) 839-3750
Email:  matthew.thompson@wisconsin.gov

Prohibited Activities (ref. NR 724.13(2)(h))
VMS repairs, modifications or shutdowns are prohibited without prior authorization from the Wisconsin DNR.

Operational Considerations (ref. NR 724.13(2)(k, m, n))
The following agencies shall be notified before taking any actions which would disturb operation of the VMS:

1. Wausau Community Development Authority
   407 Grant Street
   Wausau, WI  54403
   Contact:  Christian Schock, Director
   Telephone:  (715) 261-6687
   Email:  chrisilanc.schock@ci.wausau.wi.us

2. Wisconsin DNR R&R Program
   1300 W. Clairemont Avenue
   Eau Claire, WI  54701
   Contact:  Matthew Thompson
   Telephone:  (715) 839-3750
   Email:  matthew.thompson@wisconsin.gov
Please contact Kyle Wagoner at 715-342-3038 if you have any questions or need further assistance.

Sincerely,

Kyle W. Wagoner, P.G., CHMM
Project Manager
kyle.wagoner@aecom.com
715-342-3038

Enclosures:
- Figure 1 Sub-Slab Confirmation Vapor Sample Results for 2019
- Tabulated Sub-Slab Confirmation Vapor Sample Results for 2019
- Fantech® Product Information
- Vapor Mitigation System Photograph Log
- SSDS (VMS) Layout Sketch
- DNR Publication RR-042 “DNR Case Closure Continuing Obligations: Vapor Intrusion”
- DNR Form 4400-305 “Continuing Obligation Inspection and Maintenance Log”

c/encl: Kevin Fabel, Environmental Coordinator, City of Wausau
        Christian Schock, Director, Wausau Community Development Authority
### State of Wisconsin

#### Department of Natural Resources

Directions: In accordance with s. NR 727.05 (1) (b) 3., Wis. Adm. Code, use of this form for documenting the inspections and maintenance of certain continuing obligations is required. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records Law (sas. 19.31-19.39, Wis. Stats.). When using this form, identify the condition that is being inspected. See the closure approval letter for this site for requirements regarding the submittal of this form to the Department of Natural Resources. A copy of this inspection log is required to be maintained either on the property, or at a location specified in the closure approval letter. Do NOT delete previous inspection results. This form was developed to provide a continuous history of site inspection results. The Department of Natural Resources project manager is identified in the closure letter. The project manager may also be identified from the database, BRRTS on the Web, at [http://dnr.wi.gov/botw/Seis/plBasicSearchForm.do](http://dnr.wi.gov/botw/Seis/plBasicSearchForm.do), by searching for the site using the BRRTS ID number, and then looking in the "Who" section.

<table>
<thead>
<tr>
<th>Activity (Site) Name</th>
<th>BRRTS No.</th>
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<tbody>
<tr>
<td>Apartment Bldg. at 113 Callon Street, Wausau</td>
<td>02-37-000294</td>
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</tbody>
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Inspections are required to be conducted (see closure approval letter):
- [ ] annually
- [ ] semi-annually
- [ ] other – specify

When submittal of this form is required, submit the form electronically to the DNR project manager. An electronic version of this filled out form, or a scanned version may be sent to the following email address (see closure approval letter):

<table>
<thead>
<tr>
<th>Inspection Date</th>
<th>Inspector Name</th>
<th>Item</th>
<th>Describe the condition of the item that is being inspected</th>
<th>Recommendations for repair or maintenance</th>
<th>Previous recommendations implemented?</th>
<th>Photographs taken and attached?</th>
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### 2019 Occupancy Overview

<table>
<thead>
<tr>
<th>Month</th>
<th>Riverview Towers (149 Units) Occupancy %</th>
<th>Riverview Terrace (36 Units) Occupancy %</th>
<th>Public Housing (46 Units) Occupancy %</th>
<th>Housing Choice Vouchers Utilized</th>
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