

# ZAPATAENGINEERING, P.A.

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April 5, 2000

Ms. Patti Berry  
US Army Engineering and Support Center  
ATTN: CEHNC-OE-DG  
4820 University Square  
Huntsville, AL 35816-1822

RE: Contract No.: DACA87-95-D-0026-0008  
Conway Community Relations

Dear Ms. Berry:

You will find enclosed four (4) copies of the Restoration Advisory Board Work Plan. A CD-ROM containing the final work plan will be submitted under separate cover. One copy of the final work plan has been sent to each of the information repositories in the Conway area.

Please feel free to contact me at (704) 358-8240, with any questions.

Sincerely,

ZAPATAENGINEERING, P.A.

By:   
Suzy Cantor-McKinney  
Project Manager

enclosure

Copies to:

✓ Ron Nesbit, Jr.  
US Army Engineer District, Charleston  
(4 copies)

Sharon Taylor  
US Army Engineer Division, South Atlantic  
(1 copy)

Headquarters, US Army Corps of Engineers  
ATTN: CEMP- RF  
(1 copy)

Commander, 547<sup>th</sup> Ordnance Detachment  
(EODCT)  
(1 copy)

Eduardo Marrero  
US Army Engineering and Support Center  
(w/out enclosure)

PROJECT Conway BGR RAB Workplan

**DESIGN REVIEW COMMENTS**

- |   |  |   |   |
|---|--|---|---|
| <input type="checkbox"/> SITE DEV & GEO   | <input type="checkbox"/> MECHANICAL      | <input type="checkbox"/> SAFETY         | <input type="checkbox"/> SYSTEMS ENG            |
| <input type="checkbox"/> ENVIR PROT& UTIL | <input type="checkbox"/> MFG TECHNOLOGY  | <input type="checkbox"/> ADV TECH       | <input type="checkbox"/> VALUE ENG              |
| <input type="checkbox"/> ARCHITECTURAL    | <input type="checkbox"/> ELECTRICAL      | <input type="checkbox"/> ESTIMATING     | <input type="checkbox"/> OE CS Tech Review Team |
| <input type="checkbox"/> STRUCTURAL       | <input type="checkbox"/> INST & CONTROLS | <input type="checkbox"/> SPECIFICATIONS |   |

REVIEW Public Affairs  
 DATE 10 March 00  
 NAME Robert E. DiMichele

ITEM	DRAWING NO. OR REFERENCE	COMMENT	ACTION
1.	Para 2.1	Recommend changing "providing guidance" to "providing advice" in the first bullet	Statement has been revised.
2.	Para 3.6	Recommend changing "RAB will remain active... actions have been "selected" to "completed."	Sentence has been revised.
3.		Nice job on this document!	

ACTION CODES                      W - WITHDRAWN  
 A - ACCEPTED/CONCUR          N - NON-CONCUR  
 D - ACTION DEFERRED          VE - VE POTENTIAL/VEP ATTACHED

April 5, 2000

Ms. Dorothy Troutman  
Branch Manager  
Horry County Public Library  
1008 5<sup>th</sup> Avenue  
Conway, SC 29526

RE: Former Conway Bombing and Gunnery Range  
Information Repository

Dear Ms. Troutman:

This letter is to request that the enclosed notebook be marked as "In-house Use Only" and placed with the other document relating to the US Army Corps of Engineers' engineering evaluation of the former Conway Bombing and Gunnery Range.

Thank you for your assistance. Please feel free to contact me at (704) 358-8240, with any questions.

Sincerely,

ZAPATAENGINEERING, P.A.

By:   
Suzy Cantor-McKinney  
Project Manager

Enclosure

cc: Ms. Patti Berry  
US Army Engineering and Support Center

Mr. Ron Nesbit, Jr.  
US Army Corps of Engineers, Charleston District

April 5, 2000

North Myrtle Beach Library  
799 2<sup>nd</sup> Avenue North  
North Myrtle Beach, SC 29582

RE: Former Conway Bombing and Gunnery Range  
Information Repository

Dear Sir or Madam:

This letter is to request that the enclosed notebook be marked as "In-house Use Only" and placed with the other document relating to the US Army Corps of Engineers' engineering evaluation of the former Conway Bombing and Gunnery Range.

Thank you for your assistance. Please feel free to contact me at (704) 358-8240, with any questions.

Sincerely,

ZAPATAENGINEERING, P.A.

By:   
Suzy Cantor-McKinney  
Project Manager

enclosure

cc: Ms. Patti Berry  
US Army Engineering and Support Center

Mr. Ron Nesbit, Jr.  
US Army Corps of Engineers, Charleston District

April 5, 2000

Chapin Memorial Library  
400 14<sup>th</sup> Avenue North  
Myrtle Beach, SC 29572

RE: Former Conway Bombing and Gunnery Range  
Information Repository

Dear Sir or Madam:

This letter is to request that the enclosed notebook be marked as "In-house Use Only" and placed with the other document relating to the US Army Corps of Engineers' engineering evaluation of the former Conway Bombing and Gunnery Range.

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By:   
Suzy Cantor-McKinney  
Project Manager

enclosure

cc: Ms. Patti Berry  
US Army Engineering and Support Center

Mr. Ron Nesbit, Jr.  
US Army Corps of Engineers, Charleston District

Copies to:

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(4 copies)

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Headquarters, US Army Corps of Engineers  
ATTN: CEMP- RF  
(1 copy)

Commander, 547<sup>th</sup> Ordnance Detachment  
(EODCT)  
(1 copy)

Eduardo Marrero  
US Army Engineering and Support Center  
(w/out enclosure)

RESTORATION ADVISORY BOARD  
WORK PLAN

FROMER CONWAY BOMBING AND GUNNERY RANGE  
HORRY COUNTY, SOUTH CAROLINA

Contract No. DACA87-95-D-0026  
Delivery Order No. 0008

April 2000

Prepared for:

US ARMY ENGINEERING AND  
SUPPORT CENTER, HUNTSVILLE

By:

ZAPATAENGINEERING, PA  
1100 KENILWORTH AVENUE  
CHARLOTTE, NORTH CAROLINA 28204  
PHONE (704) 358-8240



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## **1.0 EXECUTIVE SUMMARY**

A Restoration Advisory Board (RAB) is a forum for discussion and exchange of information about an environmental restoration program under the Base Realignment and Closure program or the Formerly Used Defense Sites (FUDs) program. The primary purpose for establishing a RAB is to involve the local community and stakeholders in the decision-making process for the ordnance response project. A successful public involvement program prevents delays, and assists, rather than deters a project. A RAB that represents the entire community establishes the basis for public rapport.

### **1.1 Former Conway Bombing and Gunnery Range**

The Conway Bombing and Gunnery Range was used by the Army Air Corps and Air Force during World War II (WWII) as a training base. Conway BGR was established in March 1942 as part of the Myrtle Beach General BGR. The BGR contained Ranges II, III, IV, VII, and XX of the Myrtle Beach General BGR, as well as a moving target range, two turret ranges, a machine gun range, and rifle range.

1.1.1 Conway BGR was utilized by units from Myrtle Beach General BGR (later Myrtle Beach Army Air Field), Columbia Army Air Base, Greenville Army Air Base, Florence Army Air Field, Morris Field, and Charleston Army Air Base throughout WWII. On July 22, 1948, 19,246 acres owned by the Government were transferred to the War Assets Administration and eventually sold. By October 1948, leases on the remaining 36,608 acres were terminated and returned to the original owners.

### **1.2 Demographics of Horry County**

The former Conway Bombing and Gunnery Range, consisting of approximately 55,854 acres, is located in Conway, Horry County, South Carolina. International Paper Realty Corporation and the South Carolina Wildlife and Marine Resources Department are the two single largest landowners with remaining property owned by a mixture of businesses and private individuals. Business, recreational, educational, and religious facilities are scattered through-out Conway BGR

1.2.1 The population of Horry County is estimated at 174,762 (1998 Census). Conway's estimated population is 15,000 according to the Conway Chamber of Commerce. The county has a varied economy based on agriculture. Forest products, manufacturing and tourism support the local economic base. Fifty-nine percent of the population resides in urban areas, with 41 percent of the population residing in rural areas of the county. Eighty-one percent of households are Caucasian; 18% are African-American. Seventy-eight percent of the population are high school graduates and 11 percent hold college degrees. The per capita personal income in Horry County is approximately \$18,000 while the unemployment rate is 12 percent.

### **1.3 Purpose of the Work Plan**

The RAB Work Plan describes procedures required to establish and implement a RAB that represents the diverse community interests, as they relate to the ordnance investigation and removal activities at the former Conway Bombing and Gunnery Range. Specific sections of this plan address the solicitation and selection of RAB members, RAB training initiatives, and operational procedures to ensure effective meetings.

## 2.0 RAB FORMULATION PLAN

A Restoration Advisory Board (RAB) will be formed to provide a forum for discussion and exchange of information about the ordnance investigation and removal activities at the former Conway Bombing and Gunnery Range (BGR), Conway, South Carolina. The RAB will be comprised of individuals representing diverse local interests, the US Army Engineer District, Charleston Project Manager, and Federal, state and local agency representatives, as appropriate. A Community Chair, voted on by the RAB, will jointly conduct the meetings with the Army Co-Chair. A nonpartisan facilitator will ensure that the meetings are conducted in an orderly manner.

2.1 RAB Member responsibilities will include:

- providing advice on OE investigation and removal issues to the US Army Corps of Engineers and regulatory agencies;
- holding regularly scheduled meetings at convenient times and locations, publicly announced, and open to the public;
- reviewing, evaluating, and commenting on documents;
- identifying proposed project requirements;
- recommending priorities among restoration activities; and
- recommending applicable standards for OE removal, consistent with planned land use.

2.2 Diverse membership from the local business community, residents and owners of property in or near the former Conway BGR, land developers, public interest groups, local government and educational institutions will be considered for the RAB. RAB members will serve as a conduit for information flow to and from the community. They will be asked to review information concerning site restoration, including historical documents, work plans, technical reports, and engineering evaluations. The members will be responsible for reviewing this material and providing comments and input during the RAB meetings.

2.3 The community will be informed of the formulation of the RAB through several mechanisms. A comprehensive notification effort to the community will be initiated through the publication of display advertisements and individual mailings. Many property owners will have previously been made aware of the opportunity to serve on a RAB during the community interviews conducted by ZAPATAENGINEERING. Results of the interviews are included in the Community Relations Plan.

## **2.4 Mailing List**

A mailing list, which includes owners of property within the boundaries of the former Conway BGR as well as locally elected officials, is maintained. This list is continually updated as individuals who express interest in receiving project-specific information are added to the list.

## **2.5 Display Advertisements**

Upon notice to proceed with establishing the RAB, a paid display advertisement will be issued in the four local newspapers announcing the opportunity to be considered to serve on the RAB. The advertisement will describe the activities relating to the former Conway BGR, the purpose of a RAB, and the availability of Community Interest Forms. In the event that an Open House is scheduled, meeting logistics will be included in the advertisement. The ad will also identify the location of the three information repositories for access to additional project information. The advertisements will be sized at a minimum of 2-column widths by 4 inches, enclosed by a border and incorporating the US Army Corps of Engineers' castle logo. The advertisement will be published once during the week, as well as Sunday for two consecutive weeks. A listing of the local newspaper publications is included in the Community Relations Plan in Appendix A of this document. Refer to Appendix B for a sample display advertisement announcing the formulation of the RAB.

## **2.6 Community Interest Form**

A Community Interest Form will be developed soliciting names, addresses, and telephone numbers of persons interested in being considered for selection to the RAB. The form must be completed and submitted by established deadlines for consideration. A place to provide nominations of other individuals for membership will also be included on the form. An addressed, stamped envelope will be included to encourage submittal. The turn-around time for receipt of the completed forms is estimated at four weeks. Refer to Appendix C for the Community Interest Form.

## **2.7 Community Mailings**

Upon approval of the work plan, a RAB formulation announcement letter, Fact Sheet, and Community Interest Form for distribution to all persons on the mailing list will be compiled. Several copies will also be provided to each of the three information repositories, churches in the area, Chambers of Commerce, and civic groups. Concurrently, a display advertisement will be issued, in coordination with the US Army Corps of Engineers, announcing the formulation of the RAB.

## **2.8 Information Repository**

All public documents relating to the OE investigation and removal activities at the former Conway BGR, as well as RAB formulation materials, will be maintained at three libraries in proximity to the project site:

Horry County Public Library  
1008 5<sup>th</sup> Avenue  
Conway, South Carolina

North Myrtle Beach Library  
799 2<sup>nd</sup> Avenue North  
North Myrtle Beach, South Carolina

Chapin Memorial Library  
400 14<sup>th</sup> Avenue North  
Myrtle Beach, South Carolina

## **2.9 RAB Selection Panel**

The Selection Panel will be comprised of up to five community members, reflecting diverse community interests, without being biased towards the activities that have occurred at the former Conway BGR in the past or the planned OE investigation and removal activities. Prospective Selection Panel members will be identified by reviewing attendance sheets from previously conducted meetings and evaluating responses provided during telephone interviews. The demographics of the community will be assessed in an effort to include representatives from educational and religious institutions, the local business community, and special interest groups. It is not anticipated that the Selection Panel includes representatives from the local media or political entities.

2.9.1 Individuals interested in being considered for the Selection Panel will be interviewed to determine their interest in the project and serving on the Panel. Responsibilities of the Selection Panel will be thoroughly explained, including the limited time commitment. The names of Selection Panel members will be kept confidential, in an effort to minimize “lobbying” from prospective RAB members. The US Army Corps of Engineers will approve the Selection Panel prior to their convening.

### **3.0 RAB MEMBERSHIP SELECTION PLAN**

Membership of the RAB should, to the extent possible, reflect the composition and diversity of local interests of the community near the former Conway Bombing and Gunnery Range. It is anticipated that the RAB will have no more than 15 members.

3.1 As described in Section 2, members of the community will be notified of the opportunity to be considered to serve on the RAB through various outreach mechanisms. Upon receipt of the completed Community Interest Forms, the responses will be reviewed. Copies of the forms will be made and provided to each of the Selection Panel members. In addition, each member of the Selection Panel will receive the most recent guidance document(s) relating to the formulation of Restoration Advisory Boards. This document will provide the Panel members pertinent information regarding the solicitation and selection process. The Panel will have one week to review the candidate information prior to meeting for selection of the RAB members.

3.2 The Selection Panel will convene one week following receipt of the Community Interest Forms to review and discuss the credentials of each of the candidates. At this time, the Selection Panel may choose to modify the selection criteria based on the responses received. The Selection Panel will nominate up to 15 persons for membership in the RAB, ensuring that diverse community interests are adequately represented. The list of proposed RAB members will be submitted through the US Army Corps of Engineers' Project Manager for approval by the US Army Engineer District, Charleston District Commander.

3.3 In the event that the list of nominees is not acceptable, alternate candidates may be selected from the remaining Community Interest Forms and submitted to the District Commander for approval. If this effort fails to provide sufficient nominees, individuals on the mailing list will be contacted to determine their level of interest in serving on the RAB and requested to promptly complete and return a Community Interest Form. The subsequent list of candidates will be presented to the Selection Panel for consideration. The Selection Panel will convene one week after receipt of the updated list of candidates and present the nominees to the US Army Corps of Engineers for consideration.

3.4 Once the RAB members have been approved, the members will be verbally notified of their selection. This effort will be coordinated with the Charleston District Public Affairs Office. The members will also receive written notification of their selection. A press release will be issued through the US Army Engineer District, Charleston, announcing the RAB members, and the date, time and location of the first RAB meeting. Individuals not selected to serve on the RAB will receive a letter acknowledging receipt of their Community Interest Form and a brief statement of why they were not selected at this time. Community Interest Forms from prospective candidates will be maintained on file for consideration in the event of an unforeseen vacancy on the RAB.

3.5 RAB meetings will be conducted by a Chairman, nominated and voted in by the RAB. Terms for membership and serving as Chairman will be defined in the by-laws, and described in Section 5 and Appendix D of the work plan. A representative of ZAPATAENGINEERING will serve as meeting facilitator, when necessary.

3.6 The RAB will remain active until the response actions have been completed through the Action Memorandum. The RAB will be disestablished when the remedial/removal responses actions are complete.



## **4.0 RAB TRAINING PLAN**

A formal orientation will be provided to the RAB during the first RAB meeting. General programmatic and project-specific information will be provided to the RAB and meeting attendees. Informational notebooks will be prepared and distributed to the RAB members at this initial meeting. The notebooks can be kept current with the addition of materials distributed during subsequent meetings. New members to the RAB will receive an informational notebook for their reference.

4.1 The US Army Corps of Engineers will conduct the orientation. Technical support will be provided by the US Army 48<sup>th</sup> Explosive Ordnance Disposal (EOD) Detachment, Fort Jackson, South Carolina. It is anticipated that inert OE items and geophysical equipment will be made available for display during the orientation.

4.2 The following outline summarizes the topics to be addressed during the orientation.

### **Function of a RAB**

- Purpose
- Operating Procedures/By-laws

### **Ordnance Response**

- Defense Environmental Restoration Program
- Budgeting process
- Relative risk process
- OE Response process
- Applicable regulations
- Safety precautions
- Reporting procedures

### **Former Conway Bombing and Gunnery Range**

- History and layout of the former Conway BGR
- Current and anticipated future land uses
- Ordnance used during the ranges' operation
- Areas of known contamination
- Area(s) of suspected contamination
- Activities to date

4.3 To supplement the orientation, a site visit will be scheduled for a time convenient for the majority of the RAB members. The RAB will be required to meet at a designated location, at which time an abbreviated safety briefing will be conducted. The RAB will board a van(s), accompanied by the US Army Corps of Engineers, to drive to the areas of investigation. RAB members will not be allowed to traverse any of the areas unaccompanied. In the event that there is a substantial change in the composition of the RAB, an additional site visit may be warranted.

## **5.0 RAB OPERATING PROCEDURES**

Operating procedures ensure open, efficient, and productive meetings. All meetings will be conducted in a manner consistent with *Roberts' Rules of Order*. The operating plan and by-laws are subject to approval by the RAB and subject to change as deemed appropriate by the RAB members. Ground rules will be established to ensure that the RAB maintains its focus on the OE investigation and removal, and does not become a sounding board for other community concerns. The RAB is not an advisory committee, as used in the Federal Advisory Committee Act (FACA). All advice and recommendations will be offered by RAB members in their individual capacities. The RAB will have the option to present recommendations to the US Army Corps of Engineers as a consensus, if agreed to by the members. Draft by-laws, defining the RAB operating procedures are included in Appendix D.

### **5.1 Meeting Transcripts**

Proceedings of each RAB meeting will be recorded by a transcriber. Copies of the transcripts will be available for review at each information repository location. A summary of the meeting transcript(s) will be provided to each RAB member within 21 days of the RAB meeting.

## 6.0 REFERENCES

US Army. 1994. *Guidance for Developing Restoration Advisory Boards.*

US Army Corps of Engineers. 1999. *Public Participation in the Defense Environmental Restoration Program (DERP) for Formerly Used Defense Sites) FUDS.*  
Engineer Pamphlet 1110-3-8.

US Army Environmental Center. 1998. *US Army Restoration Advisory Board and Technical Assistance for Public Participation Guidance.*

ZAPATAENGINEERING, P.A. 1999. *Draft Community Relations Plan, Former Conway Bombing and Gunnery Range.*

## **APPENDIX A**

### **COMMUNITY RELATIONS PLAN**

# COMMUNITY RELATIONS PLAN

## Former Conway Bombing and Gunnery Range Conway, South Carolina

January 2000



Prepared for:



US Army Engineering and  
Support Center, Huntsville  
4820 University Square  
Huntsville, AL 35816-1822

Prepared by:

**ZAPATAENGINEERING**  
TRUST • INTEGRITY • QUALITY

1100 Kenilworth Avenue  
Charlotte, NC 28204  
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## **1.0 INTRODUCTION**

This Community Relations Plan (CRP) sets forth a site-specific program to establish a communication and information exchange between the US Army Engineer District, Charleston; US Army Engineering and Support Center, Huntsville; various federal, state, local and community entities; and the public. Effective communication is essential for maintaining community understanding and support for the Defense Environmental Restoration Program for Formerly Used Defense Sites (DERP-FUDS) and for implementing a successful ordnance and explosives (OE) removal project. CRP activities will be managed under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), the Superfund Amendments and Reauthorization Act (SARA) of 1986, and according to the agreements between the US Army, US Environmental Protection Agency (EPA) and the South Carolina Department of Health and Environmental Control (DHEC).

### **1.1 Goals of the CRP**

The CRP's goal is to establish a dialogue between the US Army Corps of Engineers (USACE) and residents of the surrounding communities regarding scheduled OE removal activities at the former Conway Bombing and Gunnery Range (BGR). Additional goals of this plan include,

1. Keeping residents of the surrounding communities informed of planned and ongoing activities at the project site,
2. providing a means whereby citizens, state and local agencies, and interest groups can interact with USACE staff, and
3. providing local residents, officials, and stakeholders an opportunity to review and comment on studies being conducted and on suggested removal response alternatives and decisions, and
4. assisting in resolving issues of public interest and concern.

Specifically, this CRP:

- Provides for the exchange of information regarding OE removal activities proposed for project sites.
- Solicits comments and involvement of the public, public elected and civic leaders, and concerned agencies.
- Provides a centralized point of contact for the public and the media to express concerns and propose an effective communication network for distributing desired information regarding restoration matters at project sites.
- Provides the opportunity for members of the media to visit the site and report their findings to the public, and to provide prompt answers to inquiries from the media and public.



## 1.2 CRP Overview

This plan outlines public involvement objectives; prescribes specific policies and procedures governing public involvement activities related to the project; assigns responsibility for planning and implementing program functions; and presents suggested communication activities and techniques to be exercised in meeting program goals, for the former Conway Bombing and Gunnery Range project sites.

## 1.3 Location

The former Conway Bombing and Gunnery Range, consisting of approximately 55,854 acres, is located in Conway, South Carolina (Horry County). The site is bounded by Highway 90 to the north, Highway 17 to the east and south, and Highway 501 to the west (Figure 1-1, Vicinity Map). Currently, a mixture of private individuals and businesses own the site, with the two single largest landowners being International Paper Realty Corporation and the South Carolina Wildlife and Marine Resources Department.

## 1.4 History

The Conway Bombing and Gunnery Range was used by the Army Air Corps and Air Force during World War II (WWII) as a training base. Conway BGR was established in March 1942 as part of the Myrtle Beach General BGR. The BGR contained Ranges II, III, IV, VII, and XX of the Myrtle Beach General BGR, as well as a moving target range, two turret ranges, a machine gun range, and rifle range. Refer to Figure 1-2. Table 1-1 summarizes range use at Conway BGR.

**Table 1-1 Range Use Summary**

<b>RANGE</b>	<b>ACTIVITY</b>
II	Practice, skip, parafrag bombing, and rocket firing
III	Practice, demolition, dive, incendiary and skip bombing, rocket firing
IV	Practice bombing
VII	Skip bombing
XX	Rocket firing, strafing, and skip bombing

Conway BGR was utilized by units from Myrtle Beach General BGR (later Myrtle Beach Army Air Field), Columbia Army Air Base, Greenville Army Air Base, Florence Army Air Field, Morris Field, and Charleston Army Air Base utilized Conway BGR throughout WWII. On July 22, 1948, 19,246 acres owned by the Government were transferred to the War Assets Administration and eventually sold. By October 1948, leases on the remaining 36,608 acres were terminated and returned to the original owners.

1.4.1 The Archives Search Report, prepared by the US Army Engineer District, Rock Island, September 1995, provides a detailed description of the site history. A copy of the

Archives Search Report is available for review in the information repositories identified in Appendix D.

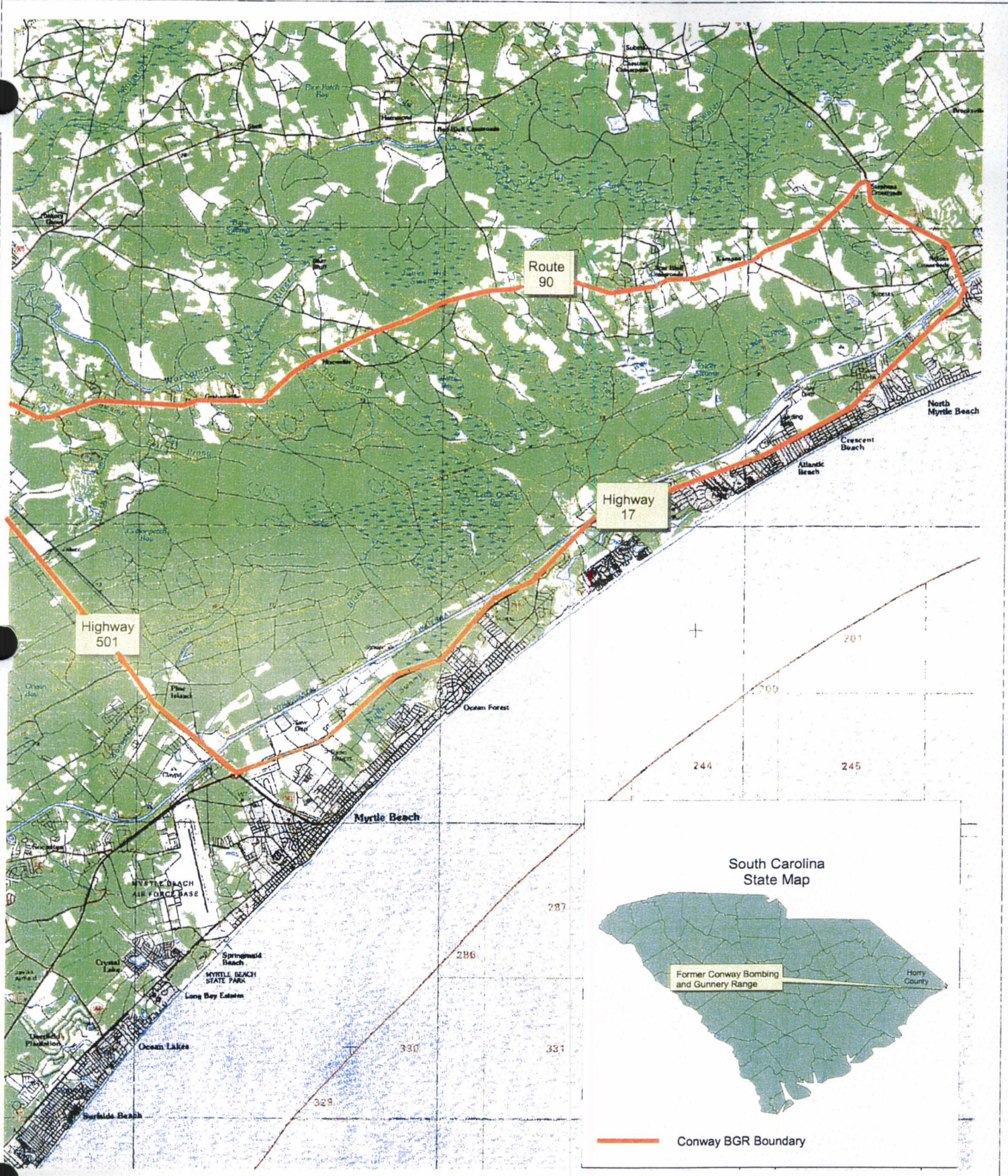
### **1.5 Project Objective**

The objective for community relations for Conway BGR is to encourage local community involvement during proposed ordnance and explosives activities.

### **1.6 Primary Participants**

- US Army Engineer District, Charleston
- US Army Engineering and Support Center, Huntsville
- US Environmental Protection Agency
- South Carolina Department of Health and Environmental Control
- Restoration Advisory Board (when established)
- Members of the Community

1.7 The CRP will be revised and updated at significant milestones during the investigation of the former Conway Bombing and Gunnery Range. At a minimum, the CRP will be updated upon establishing a Restoration Advisory Board and prior to initiation of the responses proposed in the Engineering Evaluation/Cost Analysis. Periodic updates ensure an accurate and timely document, promote additional opportunities for interaction with the public, and strengthen the relationship between the Corps of Engineers and the local community.



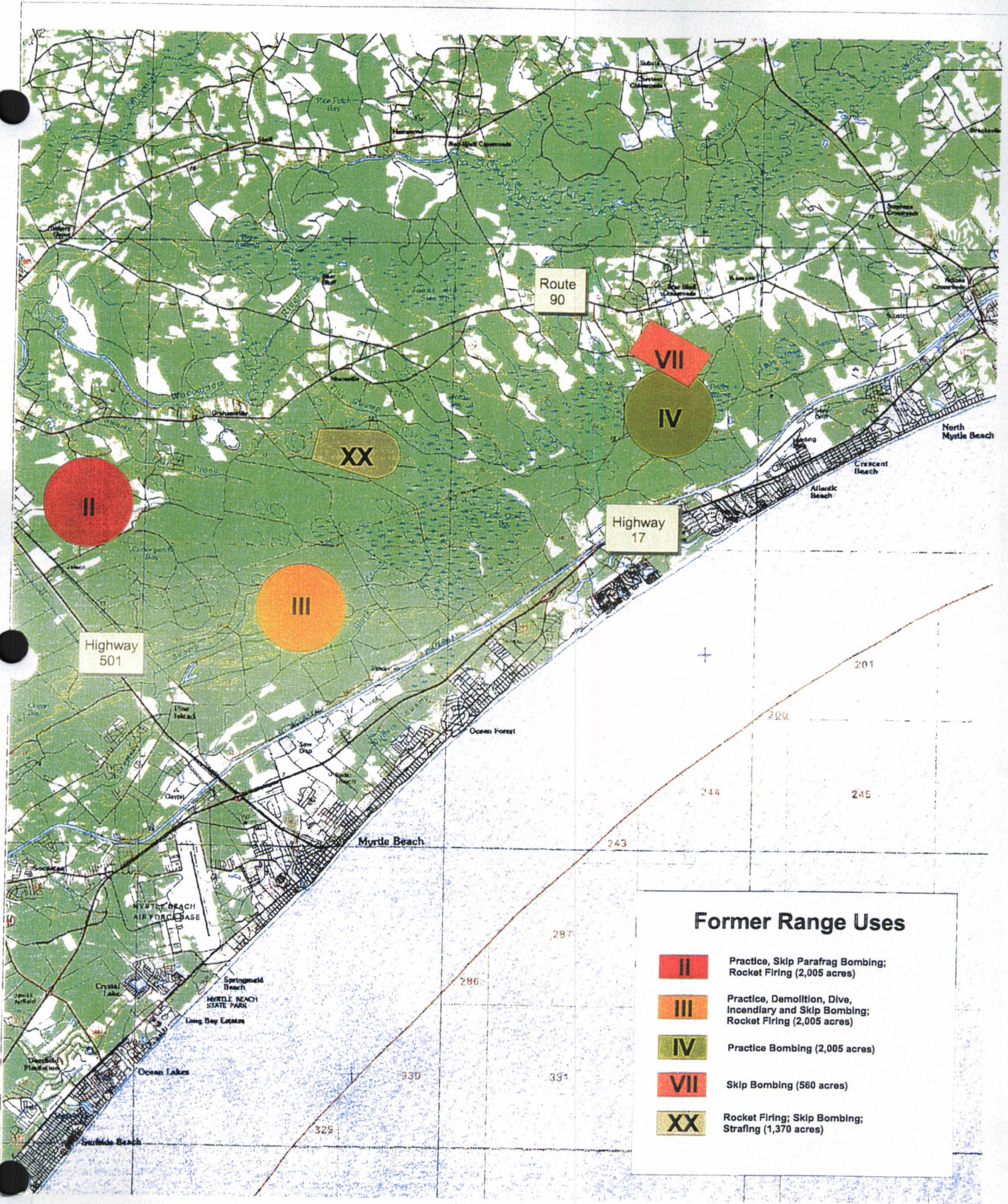
**ZAPATAENGINEERING, P.A.**  
 1100 KENILWORTH AVENUE  
 CHARLOTTE, NC 28204  
 EMAIL: ZAPATA@ZAPENG.COM  
 TRUST • INTEGRITY • QUALITY



US ARMY ENGINEERING AND  
 SUPPORT CENTER  
 HUNTSVILLE

**FORMER CONWAY BOMBING  
 AND GUNNERY RANGE  
 Vicinity Map**

PROJECT #: 992900	PAGE: 1-4	DATE: 13 DEC 99	DRAWN BY: DLB	SCALE: Not To Scale	FIGURE: 1-1
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### Former Range Uses

- II** Practice, Skip Parafrog Bombing; Rocket Firing (2,005 acres)
- III** Practice, Demolition, Dive, Incendary and Skip Bombing; Rocket Firing (2,005 acres)
- IV** Practice Bombing (2,005 acres)
- VII** Skip Bombing (560 acres)
- XX** Rocket Firing; Skip Bombing; Strafing (1,370 acres)

**ZAPATA ENGINEERING, P.A.**  
 1100 KINDLEWORTH AVENUE  
 CHARLOTTE, NC 28204  
 EMAIL: ZAPATA@ZAPENG.COM  
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**US ARMY ENGINEERING AND SUPPORT CENTER**  
 HUNTSVILLE

### FORMER CONWAY BOMBING AND GUNNERY RANGE Range Location Map

PROJECT #: 992900	PAGE: 1-5	DATE: 13 DEC 99	DRAWN BY: DLB	SCALE: Not To Scale	FIGURE: 1-2
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## **2.0 SITE LOCATION**

The former Conway Bombing and Gunnery Range, consisting of approximately 55,854 acres, is located in Conway, Horry County, South Carolina. International Paper Realty Corporation and the South Carolina Wildlife and Marine Resources Department are the two single largest landowners with remaining property owned by a mixture of businesses and private individuals.

### **2.1 Demographics**

The population of Horry County is estimated at 174,762 (1998 Census). Conway's estimated population is 15,000 according to the Conway Chamber of Commerce. The county has a varied economy based on agriculture. Forest products, manufacturing and tourism support the local economic base. Fifty-nine percent of the population resides in urban areas, with 41 percent of the population residing in rural areas of the county. Eighty-one percent of households are Caucasian; 18% are African-American. Seventy-eight percent of the population are high school graduates and 11 percent hold college degrees. The per capita personal income in Horry County is approximately \$18,000 while the unemployment rate is 12 percent.

2.1.1 Business, recreational, educational, and religious facilities are scattered throughout Conway BGR. Highway 90 bounds the site to the north. This stretch of road is a mix of agricultural activities, scattered residences, small independent businesses, community churches and the North Myrtle Beach Middle School. Highway 17 is dominated by commercial, retail tourism-related businesses. Highway 501 is less developed than Highway 17, yet again dominated by commercial, retail, and light industrial facilities. The Carolina Forest Education Center and the Carolina Forest Elementary School are located due east of Highway 501. Approximately 56,000 acres enclosed by these routes are largely undeveloped. International Paper owns more than 20,000 acres, which are used for timber harvest. Several parcels of this acreage have been sold to developers, or are currently available for sale. The South Carolina Wildlife and Marine Resources Department manages more than 9,000 acres, on which development is restricted and public access to this land is limited. Scattered residences and undeveloped private property are located adjacent to Bombing Range Road and Water Tower Road. Several hundred acres are owned by Myrtle Beach National Properties and Barefoot Golf and Resort. Both are currently developing additional acreage.

2.1.2 Horry County is mostly flat with marshlands and swamps. The highest elevation in the county is approximately 100 feet above sea level. The Lumber and Little Pee Dee Rivers form the county's western boundary. The Waccamaw River and the Intercoastal Waterway cross it to the north and south. Lake Busbee at Conway is a man-made cooling pond for a Santee Cooper electric plant. Carolina Bays are naturally occurring geographic features in the county and are home to a wide variety of wildlife; including black bear and deer. Numerous sensitive environmental resources occur within the project site, and include streams, lakes, ponds, wetlands, and state- and federal- listed protected species of plants and animals. Cultural resources are also known to be present in the project area.

## 2.2 History of Site Use and Ownership

The former Conway BGR was used by the Army Air Corps and Air Force for air to ground gunnery and bombing training during WWII. Depending on the time frame and historical documentation, Conway BGR was also referred to as the Myrtle Beach General Bombing and Gunnery Range and the Horry County Bombing Range.

2.2.1 Prior to 1940, the Conway BGR area was primarily privately owned and used mainly for timber harvest and farming. Research provided no evidence that ordnance was used on the site prior to acquisition by the War Department. From June 1940 to December 1941, various Army Air Corps observation squadrons occupied the Myrtle Beach municipal airport. Their mission was to conduct aerial photography and chart the local area. In 1941, the 112<sup>th</sup> Observation Squadron set up support operations for a bombing and gunnery range in the Myrtle Beach area and later provided coastal defense of the area.

2.2.2 In March 1942, the 112<sup>th</sup> Observation Squadron was replaced by a detachment from Savannah Army Air Base. The Myrtle Beach municipal airport became the Myrtle Beach General Bombing and Gunnery Range. The range was renamed Myrtle Beach Army Air Field (AAF) in 1943, and by this time was composed of approximately 100,000 acres of land. The AAF consisted of a cantonment area in Myrtle Beach, air to ground gunnery ranges in the Myrtle Beach area, a bombing and gunnery range in the Georgetown area, and crash and target boats at Murrells Inlet.

2.2.3 The Conway BGR consists of five bombing ranges and related safety zones, along with five small arms ranges; Range II, Range III, Range IV, Range VII, and Range XX. Refer to Figure 1-2. Past uses include:

- Demolition bombing, practice bombing, moving base machine gun firing, rifle marksmanship;
- practice bombing, pattern bombing, machine gun firing;
- high altitude bombing, skip bombing, rocket firing;
- parafrag bombing, fixed gunnery, flexible gunnery, aerial gunnery, high and low altitude day bombing, medium and low altitude night bombing; and
- medium and high altitude bombing, dive-bombing, air to ground gunnery.

2.2.4 Heavy use of Conway BGR continued until early 1946 when Myrtle Beach AAF converted from wartime to peacetime training. During peacetime training, use of Conway BGR diminished greatly. Between January 1945 and September 1948, leases on approximately 1,923 acres were terminated. Myrtle Beach AAF was closed in November 1947, and in February 1948, Conway BGR was declared surplus to government needs.

2.2.5 Today, Conway BGR is owned by several private and public entities. The two largest landowners are International Paper Realty Corporation and the South Carolina

Wildlife and Marine Resources Department. A large percentage of the land is currently used for timber harvest and a wildlife refuge. Residential and limited commercial areas exist primarily along the outer boundaries of the site.

### **2.3 Ordnance and Explosives (OE)**

Ordnance typically used at the Conway BGR included 3, 20, and 100 pound practice bombs, 75mm rounds, 2.25, 4.5 and 5 inch practice rockets, parafrag bombs, and small arms ammunition. Types of OE found by civilians in the area of the site include expended bomb fuzes, shrapnel, and small arms (.50 caliber casings).

### **2.4 Nature and Threat to Public Health**

According to the Archives Search Report Findings for the former Conway Bombing and Gunnery Range (ASR 1995), all ranges of the Conway BGR were cleared of ordnance prior to disposal of the land, and today OE incidents in the area are not frequent. Items documented to have been found by civilians include bomb fuzes, shrapnel, and expended small arms ammunition. The level of concerns for public health are primarily based on the known past uses of the specific ranges, the amount of OE found in areas, and visual indications of use (i.e. craters) which may indicate the potential for OE to exist in the area. The risk to the public directly relates to exposure to OE. The fact that the ranges were previously cleared, the vast area which comprised Conway BGR is largely undeveloped, and present day OE finds are few, the risk of exposure to OE is minimal, however possible. The Engineering Evaluation/Cost Analysis being prepared by Parsons Engineering Science will detail the associated risks and recommended risk reduction alternatives.

2.4.1 No activities involving hazardous materials or containerized hazardous materials have been documented as occurred at the site. Therefore, no hazardous, toxic, and radiological waste concerns are apparent or anticipated.

### **2.5 Previous Investigations**

#### *2.5.1 Final Archives Search Report (ASR), 1991*

A preliminary assessment of ordnance contamination at the Conway BGR was conducted by the US Army Engineer District, St. Louis in 1991. The Report concluded that OE potentially exists at the Conway BGR, specifically at Ranges II, III, and IV. The report recommended that visual and geophysical surveys be conducted at these ranges.

#### *2.5.2 Final Environmental Impact Statement (EIS), 1991*

The US Department of Transportation and the South Carolina Department of Highways and Public Transportation prepared a Final EIS for a proposed highway bypass from Highway 17 through the Conway BGR to Highway 501. The EIS acknowledged that the site was once used as a bombing range and that OE potentially exists in the area. In addition, the EIS predicted the impact of construction on rare and endangered species, land use, historic and archaeological sites and wetlands.

### *2.5.3 Preliminary Assessment, 1994*

The US Army Engineer District, Charleston, conducted a Preliminary Assessment under DERP-FUDS. The investigation concluded that since the site was used as a bombing and gunnery range by the Army Air Corps, an OE site investigation should be conducted.

### *2.5.4 Archives Search Report, 1995*

In 1995, the US Army Corps of Engineers conducted a site inspection and archives search of the former Conway BGR. The final report outlined the nature and degree of OE contamination recovered from the BGR. The report listed the probable ordnance used at each of the former ranges as well as estimated depth at which ordnance may be present.

### *2.5.5 Site Visit and Records Review*

In preparation for development of the Engineering Evaluation/Cost Analysis (EE/CA), Parsons Engineering Science, Inc. visually inspected the area in 1997. During the site visit, no evidence of OE was reported at the Conway BGR, except for Range III. Several 0.50 caliber shell casings, bullets, and fragments of 4-pound incendiary bombs were noted on the ground surface. A practice 2.56-inch rocket was also discovered during the visit.

2.5.5.1 Currently Parsons Engineering Science is tasked with preparing an EE/CA under contract to CEHNC. Work accomplished to date includes:

- Brush clearing
- Land surveying
- Geophysical data collection

## **2.6 Lead Agency**

The US Army Corps of Engineers, Charleston District, is the lead agency for this project. The US Army Engineering and Support Center, Huntsville is the implementing agency for the execution of activities at the former Conway BGR and provides technical expertise for OE activities.



### 3.0 COMMUNITY BACKGROUND

The demographics of Horry County South Carolina are described in Section 2.1. The predominate industries in the county are agriculture (forest products) services related to the tourism industry, and wholesale. Non-agricultural employment, by category, is as follows (1991):

Wholesale	35%
Services	28%
Government	12%
Manufacturing	9%
Finance, Insurance, Real Estate	7%
Construction	5%
Transportation, Utilities	3%

Eighty-two percent of the labor force within a 15-mile radius of Conway is employed.

#### 3.1 Community Profile

Horry County was named for Revolutionary War hero Peter Horry (1743-1815). The county was originally a part of Georgetown District, and at one time it was called Kingston. It became a separate county in 1801, with the county seat at Conway. This area of the state was isolated for many years by numerous rivers and swamps. Lumber and naval stores were the primary industries during the eighteenth and early nineteenth centuries, with tobacco farming being introduced later. In the twentieth century tourism has come to dominate the coastal section of the county centered around Myrtle Beach.

3.1.1 The City of Conway operates under the Council form of municipal government. The Mayor and six Council members are elected in non-partisan at-large elections and serve four-year terms of office. All powers of the City and the determination of all matters of policy are vested in the Council.

#### 3.2 Chronology of Community Involvement

Community involvement for the Conway BGR project has been limited to date. Display advertisements announcing the Engineering Evaluation/Cost Analysis, and location of the Information Repository appeared in local newspapers early in the process. Insight to the perceptions of the affected stakeholders will be gained upon completion of the community interviews. The objective of this plan is to ensure consistent and continued public involvement throughout this project.

#### 3.3 Community Interview Program

In an effort to more concisely describe the community and analyze key local issues and interests, community interviews will be conducted. An interview questionnaire, included in Appendix A, provided the basis for each interview. A random selection of property owners and businesses within the Conway BGR were targeted for telephone interviews. The results of the interviews are as follows:.

<i>Total number of businesses, property owners, stakeholders on mailing list</i>	- 155
<i>Number of addresses with telephone numbers</i>	- 71
<i>Number of telephone calls attempted (including re-calls)</i>	- 75
<i>Number of interviews completed</i>	- 29
<i>Number of those interviewed who were familiar with the project</i>	- 22
<i>Number of those interviewed interested in participating on a RAB</i>	- 11
<i>Number of Community Interest Forms received to date</i>	- 2

3.3.1 In order to encourage stakeholders to become involved with this project, all individuals on the mailing list will be sent a project fact sheet along with an abbreviated questionnaire and Community Interest Form, to be completed and returned in a stamped, addressed envelope. A higher response rate is anticipated to the mailing than telephone interviews. Information obtained from the oral and written interviews will provide for a more focused community outreach effort to ensure that the concerns and interest expressed by the stakeholders are adequately addressed throughout the term of the project. Buy-in from the stakeholders at the outset of an OE project will encourage project support and a meaningful dialogue between the community and US Army Corps of Engineers.

#### **3.4 Key Community Concerns**

Community and individual concerns will be defined upon completion of the community interviews and provided as an addendum to this plan.

#### 4.0 COMMUNITY RELATIONS PROGRAM

The goal of this Community Relations Program for Conway and the surrounding communities is to provide an effective and operational mechanism for communication and exchange of information between the US Army Corps of Engineers, the Conway community, on-site contractors, and diverse federal, state, county and local agencies. This CRP has been designed to fulfill requirements of the following references:

- The Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980 (Public Law 95-510), as amended, including Section 117 of the Superfund Amendments and Reauthorization Act (SARA) of 1986 (Public Law 99-499).
- The National Contingency Plan, February 1990, Subpart B, Responsibility and Organization for Response, Section 300.155; and Subpart E, Hazardous Substance Response, Sections 300.145, 300.430 and 300.435.
- The EPA publication *Community Relations in Superfund: A Handbook*, Office of Emergency Remedial Response, 1990.
- Department of the Army Engineer Pamphlet 1110-3-8 *Public Participation in the Defense Environmental Restoration Program (DERP) for Formerly Used Defense Sites (FUDS)*, 1999.

The CRP has the following specific objectives:

- Ensure the public understands that personal and community safety is of paramount concern to the US Army Corps of Engineers.
- Open and maintain dialogue between the Corps of Engineers and the local community.
- Keep local residents and federal, state, county and local officials informed in a timely manner of major findings of the ordnance and explosives removal project at the project site.
- Provide local residents and federal, state, county and local regulatory officials with an opportunity to review and comment on the studies to be conducted at the project site and on suggested removal action alternatives and decisions.
- Keep Corps of Engineers personnel sensitive to and informed about changes in community concerns, attitudes, information needs and activities regarding the former defense site, and use these concerns to modify the CRP as necessary.
- Serve the community's information needs by addressing citizen and media inquiries and promptly releasing factual information through the media and other appropriate information-dissemination techniques.
- 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 the Corps of Engineers' activities at the project site.

- Foster 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.
- Ensure two-way communication between the Corps and the appropriate federal, state, county and locally-elected officials.
- Inform the Restoration Advisory Board (RAB) of results of the investigations and recommended removal actions, and seek their comments.
- Provide a single point of contact for dissemination of information for the matters regarding the progress of the OE removal project.
- Identify community issues and areas of concern. Develop methods to resolve conflict before it begins, if possible.

#### **4.1 Responsibilities**

Responsibilities for implementing the CRP are shared by:

- 1) Chief of Public Affairs, Headquarters, US Army Corps of Engineers
  - Approves media statements or visits concerning the OE projects that are of national significance.
  - Coordinates with appropriate elements to include the Army Environmental Office, Congressional delegations, the Army's Office of the Chief of Public Affairs, Huntsville, and the local Corps of Engineers District regarding information of national significance.
  
- 2) Chief, Public Affairs Office, US Army Engineer District, Charleston
  - Provides guidance and expertise to support the public affairs program for the removal project.
  - Prepares public statements and media releases for use at major milestones and during the progress of the DERP program at the site.
  - Refers all material of national significance to Headquarters, US Army Corps of Engineers, for release to the national news media, if appropriate.
  - Serves as the spokesperson and community point-of-contact and responds to local, regional, and national inquiries using statements provided by the Project Manager or as provided in subsequent cleared statements.
  - Informs the Project Manager and Resident Engineer of all queries, releases, and requests for public briefings, tours or site visits pertaining to the project.

- Coordinates with the Project Manager all responses to queries concerning program matters that require release of information not previously cleared for release.
  - Refers queries pertaining to supporting agencies to the appropriate Public Affairs office.
  - Provides the Project Manager and Resident Engineer copies of all released material and copies of newspaper clippings.
  - Working with the Project Manager and Resident Engineer, plans and coordinates onsite tours of study sites and special briefings to elected Congressional, city, community leaders, and residents.
  - Plans, coordinates, or presents informative programs relating to the project studies and remediation to area civic groups.
- 3) Chief, Public Affairs, US Army Engineering and Support Center, Huntsville
- Provides Public Affairs guidance, expertise and support to the Charleston District for the community relations and media relations programs concerning the project site investigation and removal activities. The degree of support is determined by the local district Public Affairs Office.
  - In coordination with the Charleston District, provides, as required, prepared news releases for use at major milestone achievements during the progress of the site investigations.
  - Refers to the Charleston District for clearance and/or coordination of all materials intended for public release which have not been previously cleared or specifically authorized for release in the CRP or subsequent statements and Public Affairs' plans.
  - Informs the Charleston District of any queries, releases or proposed media visits to the project site concerning this program.
  - Coordinates all congressional inquiries and responses with the Charleston District and other agencies, as required.
- 4) Project Manager Charleston District and Project Manager, Huntsville are responsible for providing the following for the public involvement program:
- a. Funding;
  - b. information about the project;
  - c. project updates; and,
  - d. coordination with various agencies.

The District Project Manager is responsible for developing the Community Relations Plan and the RAB Work Plan. In addition, the Project Manager will ensure that all public meetings will be announced in a timely manner and secure

meeting facilities and audio-visual equipment. If it is determined that a RAB is warranted, the District Project Manager will solicit interested individuals to serve on the RAB, implement the evaluation and selection process, and provide all logistical support for regularly scheduled RAB meetings. The District Project Manager will notify the public of the scheduled meetings, work with the Community Chair to establish the agenda, ensure that transcripts of the agenda are recorded, and resolve issues raised by the RAB. In addition, the District Project Manager will distribute fact sheets, reports and other pertinent information to each of the three information repositories.

## **4.2 Communication Activities and Techniques**

To ensure success in a public involvement program, there must be a two-way information network and public participation. Providing relevant and accurate information to the affected public is essential for maintaining public trust.

### *4.2.1 Agency Communication Techniques*

Effective interagency communication is essential for a coordinated information campaign. The CRP is designed to provide effective communication and information exchange with the US Army Corps of Engineers, county and surrounding communities, area residents, the general public, and the media. Agency interaction and communication techniques will include:

- Specific Milestone Meetings – These meetings will be held, as appropriate, with the Charleston District, state environmental agencies, as the public at times when appropriate, to review specific project results and to identify and resolve areas of concern.
- Telephone Conference Calls – Conference calls will be held as needed to keep appropriate agencies informed of project activities.
- Media and Fact Sheet Releases – Any party issuing a news release, fact sheet, or other pertinent information regarding any of the work at the project site will coordinate the contents of such documents with the US Army Corps of Engineers, Charleston District Public Affairs Office at least two working days before their issuance. Telephone calls and fax transmittals help to speed coordination. Such coordination enables those involved to accurately respond to media or public inquiries.
- Prior Notice of Scheduled Community Meetings – At least two weeks advance notice will be provided to all agencies to ensure maximum participation. Public meetings will be announced through the local media.

### *4.2.2 Local Community and Media Communication Techniques*

To ensure effective interaction between the Corps of Engineers and the local community, the following public involvement measures are recommended:

- 1. Fact Sheets / News Releases** – Fact sheets will be distributed to property owners and tenants, citizen groups, environmental groups, area businesses, regulatory officials, elected/civic officials, and local and regional media, whenever activities warrant such distribution. At a minimum, news releases will be prepared and released upon award of contracts, and initiation of actual work on varying phases of the project. Both fact sheets and news releases will be prepared and released upon completion of the work phases, such as the Engineering Evaluation/Cost Analysis (EE/CA) and decision documents. Fact sheets relevant to the EE/CA results must be made available to the public two weeks prior to the initiation of the public comment period, as required by EPA. An updated fact sheet will be published after the agency selects the removal alternatives.

Fact sheets/news releases, in general, will address the concerns as expressed by the local community and will include the status of studies and removal actions, updates on schedules, and special interest items. Fact sheets may also be issued on an as-needed basis. Copies of the fact sheets and news releases will be placed in the information repository.

- 2. Response to Inquiries** – The Charleston District Public Affairs Office will serve as a contact point for direct calls from citizens seeking information on the project. The Charleston District Public Affairs Office, working in conjunction with the Project Manager, and with assistance from the US Army Engineering and Support Center, Huntsville Public Affairs Office, will be responsible for coordinating and directing responses to community inquiries. Refer to Appendix G for points-of-contact.
- 3. Program for Civic Groups/Organizations** – Slide and informational programs can be presented, upon request, to civic groups at their regularly scheduled meetings. The history of the former defense site, as well as environmental studies should be included in the program. A listing of civic groups and organizations in the local area are presented in Appendix B.
- 4. Special Briefings** – When appropriate, special project briefings will be given by the Corps of Engineers to local officials to review the project goals and accomplishments. Such meetings may be held at a local public meeting site at a time mutually acceptable to the Corps representatives and local officials. If more practicable, the Corps may provide a briefing during local town meetings. Such briefings provide an informational pool for elected leaders to answer constituent inquiries. The briefings will be coordinated through the Charleston District Public Affairs Office, with technical support provided by the US Army Engineering and Support Center, Huntsville on an as-needed basis. Names, addresses and telephone numbers of elected officials are presented in Appendix C.

- 5. Information Repositories** – Project-specific documents will be maintained in three information repositories and are available for public review and copying. The public will have access to such documents as the Community Relations Plan, project work plans, the EE/CA, responsiveness summary, Decision Documents, fact sheets, removal design and news releases. The Corps will place public notices in the newspaper publications provided in Appendix F announcing the location of the information repositories. Subsequent updates will be announced through news releases to the various media listed in Appendix F. Addresses, phone numbers, contacts and operating hours of the information repositories are presented in Appendix D.
  
- 6. Community Meetings** – Locations have been identified where the Charleston District staff can hold public meetings. It is recommended that meetings be held near the project site. All meeting facilities will be accessible to the handicapped. Details of meeting sites are presented in Appendix E. The Charleston District Public Affairs Office and Project Manager will jointly coordinate such meetings.

Other techniques that are recommended, when appropriate, include:

- 1. Good Neighbor Program** – Property owners and renters of lands adjacent to or on the project site may be mailed updates on site investigations and proposed removal actions, whenever deemed appropriate by the Charleston District. If these residents express sufficient interest in the studies, the Charleston District may arrange a special briefing and tour of the former Defense site. A site visit with an appropriate briefing would place the project into perspective and diminish fears about ordnance and explosives or adverse impacts to health and safety.
  
- 2. Onsite Tours** – Tours may be held on an as-needed basis with local citizens, local and State officials, Congressional representatives and the media. The Charleston District Project Manager and Public Affairs Office will determine when such tours are beneficial to enhancing public understanding of the investigations, and the Charleston District Public Affairs Office will organize the tour.
  
- 3. Special Concerns Workshops/Restoration Advisory Boards** – In the past, several individuals and/or groups have been identified by the media as expressing unusual concern or even hostility about diverse regional activities that may impact upon the environment. If such groups or individuals emerge in the course of this project, they should be contacted directly by the Charleston District Public Affairs Office to participate in a special concerns workshop or Restoration Advisory Board. If necessary, the workshop would allow for an open forum for the expression of concerns relating to the investigation or removal activities and will allow interaction in a productive environment.



Participants may include individuals or groups expressing public concern about the project, the Charleston District Public Affairs Office, Project Manager, Huntsville Division representatives, and if deemed practical, representatives from the state and local regulators, EPA, and the removal contractor.

In the course of such special concerns workshops, a Special Concerns Task Force will be developed comprising selected participants from the workshop to help address future groups that may express concerns about the environmental issues and safety concerns relating to OE at the project site.

**4.3 Available Resources**

Numerous resources are available to the community to allow maintain as strong community relations program. All meetings and noteworthy activities will be announced in the four local newspaper publications that service the area. These publications are identified in Appendix F. The District Project Manager will maintain an updated mailing list to ensure dissemination of information through the mail and for transmittal of meeting announcements. A copy of pertinent project-specific documents will be available for review at the information repositories identified in Appendix. In addition, members of the community may contact ZAPATAENGINEERING, under contract to the US Army Engineering and Support Center, Huntsville, via a toll-free telephone number ((888) 286-1335) to obtain current project information. All public meetings will be conducted at easily accessible facilities adjacent to the project site to encourage attendance.

**4.4 Key Individuals and Organizations**

Key individuals and organizations directly involved with the project are summarized in the following table.

<i>Organization/Individual</i>	<i>Responsibility</i>
US Army Engineering and Support Center, Huntsville	Project Manager
US Army Engineer District, Charleston	Life Cycle Manager
US Army Engineer District, Charleston Project Manager	Community Relations Program
Parsons Engineering Science, Inc.	Development of the EE/CA

Public affairs and technical points-of-contact for the project are provided in Appendix G.

**4.5 Special Interests**

Prior to accessing private property, the US Army Corps of Engineers must obtain a Right-of-Entry. This agreement is signed by the property owner, and will allow the Corps of Engineers and their contractor to access the property for the required activities,

e.g., visual investigation, data collection, or intrusive sampling. Property owners will be more inclined to sign this agreement if they have been informed of the objectives of the project and the procedures that will be implemented. Issues that are sensitive to the community will be more fully described upon completion of the community interviews.

## **5.0 COMMUNITY RELATIONS ACTIVITIES AND TIMING**

In an effort to provide current project-related information to the community in a timely manner, the following activities will be conducted through the Charleston District.

<i>Activity</i>	<i>Timeframe</i>
Establish and maintain mailing list	On-going
Provide documents to Information Repositories	Within 5 days of receipt and copying
Notification of public meetings Newspaper Advertisements Meeting announcements	Two weeks prior to meeting Two weeks prior to meeting
Public Meetings	Early December, and upon establishing a RAB
RAB Meetings (if needed)	Quarterly
Fact Sheets	Updated every 3 to 6 months, or as project status significantly changes

## 6.0 REFERENCES

Conway Area Chamber of Commerce. *Conway/Horry County South Carolina Demographics.*

Conway Area Chamber of Commerce. *Welcome to Conway, South Carolina's Historic Rivertown.*

Parsons Engineering Science, Inc. 1999. *Final Work Plan, Engineering Evaluation/Cost Analysis (EE/CA) Conway Bombing and Gunnery Range.*

US Army Corps of Engineers. 1995. *Ordnance and Explosives Archives Search Report for Conway Bombing and Gunnery Range, Conway, South Carolina.* Rock Island District.

US Army Corps of Engineers. 1999. *Public Participation in the Defense Environmental Restoration Program (DERP) for Formerly Used Defense Sites (FUDS).* Engineer Pamphlet 1110-3-8.

**APPENDIX A**

**COMMUNITY INTERVIEW QUESTIONNAIRE**

**Former Conway Bombing and Gunnery Range  
Horry County, South Carolina**

**Community Interview Questionnaire**

Name: \_\_\_\_\_

Address (confirm): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone (H): \_\_\_\_\_ (W): \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

1. An Engineering Evaluation is being conducted by the US Army Corps of Engineers at the former Conway Bombing and Gunnery Range, Horry County, South Carolina. Have you heard about this study? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, how and when did you learn about it? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. What special interests or concerns do you have about this project? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Have any of your neighbors or friends (other local business entities) talked with you to express an interest or concerns regarding the engineering study, and if so, what were their concerns?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. If you had a question or concern, what would you do? Do you have a point-of-contact you would call? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. How do you receive information about local events and news (i.e., radio, television, newspapers)?  
\_\_\_\_\_  
\_\_\_\_\_

6. Would you be interested in having your name appear on a mailing list to receive fact sheets and other general information about this study? Yes \_\_\_\_\_ No \_\_\_\_\_

7. Other than a mailing list, what other ways can the Corps of Engineers provide you with information and better involve you in the decision-making process during this project?

- Newspaper(s) (which publications) \_\_\_\_\_
- Radio/TV (which stations) \_\_\_\_\_
- Information Repository (suggested location) \_\_\_\_\_
- Community Hotline \_\_\_\_\_
- Community Meetings (suggested time, place) \_\_\_\_\_
- Formal Briefing \_\_\_\_\_
- Site Visits \_\_\_\_\_
- Restoration Advisory Board \_\_\_\_\_
- Other \_\_\_\_\_

8. A Restoration Advisory Board is comprised of a group of individuals representing community interests. The Board meets on a regularly scheduled basis to provide input into the project's decision-making process.

Would you be interested in serving on a Restoration Advisory Board? Yes \_\_\_\_\_ No \_\_\_\_\_

9. How frequently would you like to receive information about the project?

- Monthly \_\_\_\_\_
- Bi-monthly \_\_\_\_\_
- Quarterly \_\_\_\_\_
- Annually \_\_\_\_\_
- Whenever events warrant \_\_\_\_\_
- Other \_\_\_\_\_

10. Can you think of anyone (neighbor, friend, organization, community leader) that we should contact or who might want to be included on the mailing list? \_\_\_\_\_

\_\_\_\_\_

11. Is there anything else you would like to mention that we have not discussed? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Interview conducted by:

\_\_\_\_\_

## **APPENDIX B**

### **LOCAL CIVIC GROUPS AND ORGANIZATIONS**



## LOCAL GROUPS AND ORGANIZATIONS

AARP Chapter #4719  
Santee Cooper  
Conway, SC 29526  
(843) 347-2374

American Business Women's Assoc.  
PO Box 650  
Conway, SC 29526  
(843) 248-3541

American Legion Post II  
(843) 248-4490

American Legion Post 186  
501 Highway 17N  
N. Myrtle Beach, SC  
(843) 249-6643

Association for Retarded Citizens  
PO Box 1628  
250 Victory Lane  
University Commerce Park  
Conway, SC 29526  
(843) 347-0261

Business & Professional Women  
507 Elm Street  
Conway, SC 29526  
(843) 248-9245

Coastal Elks Club  
600 Ridge Street  
Conway, SC 29526  
(843) 248-3317

Coastal of Carolina Parrot Head Club  
395 River Road  
Conway, SC 29526  
(843) 347-1189

Conway Toastmasters  
Horry County School District  
1600 Ninth Avenue  
Conway, SC 29526  
(843) 248-2206

Horry County Historical Society  
PO Box 2025  
Conway, SC 29526  
(843) 248-6363

Kiwanis Club  
PO Box 1567  
Conway, SC 29526  
(843) 248-4224

Lions Club  
(843) 248-9430

Conway Area Chamber of Commerce  
PO Box 831  
Conway, SC 29526  
(843) 248-2273

Conway Jaycees  
3703 Highway 905  
Conway, SC 29526  
(843) 248-5200

Conway Rotary Club  
1400 4<sup>th</sup> Avenue  
Conway, SC 29526  
(843) 248-9400

Magnolia Garden Club  
427 Maplewood Circle  
Conway, SC 29526  
(843) 365-2327

Pilot Club  
(843) 248-2290

Waccamaw Audubon Society  
103 Walnut Circle  
Conway, SC 29526  
(843) 347-9568

Waccamaw Lodge #321  
533 Freemont Road  
Conway, SC 29526  
(843) 399-0755

Waccamaw Shrine Club  
10 Elm Street  
Conway, SC 29526  
(843) 248-9310

South Carolina Coastal  
Conservation League  
P.O. Box 603  
Georgetown, SC 29442  
(843) 723-8035

**APPENDIX C**  
**ELECTED OFFICIALS**

**ELECTED OFFICIALS**

Senator Strom Thurmond  
125 Russell Building  
Washington, DC 20515  
(202) 224-5972  
(864) 582-1120

Senator Ernest F. Hollings  
423 Russell Building  
Washington, DC 20515  
(202) 224-6121  
(864) 585-3702

Representative Mark Sanford  
1223 Longworth Building  
Washington, DC 20515  
(202) 225-3176

Representative James Clyburn  
6th Congressional District  
319 Cannon House Office Building  
Washington, DC 20515  
(202) 225-3315

Senator Dick Elliott  
Senate District 2  
P.O. Box 3200  
N. Myrtle Beach, SC 29582  
(843) 212-6000

Representative Tracy Edge  
P.O. Box 1915  
N. Myrtle Beach, SC 29598  
(843) 448-5123

Sheriff John T. Henry, Jr.  
P.O. Box 380  
Conway, SC 29528  
(843) 248-1326

Honorable Chad Prosser  
Chairman, Horry County Council  
P.O. Box 15099  
Surfside Beach, SC 29587  
(843) 357-5200

Honorable Ray Skidmore, Jr.  
Horry County Council  
P.O. Box 322  
N. Myrtle Beach, SC 29597  
(843) 249-4286

Honorable James R. Frazier  
Horry County Council  
725 Bucksport Road  
Conway, SC 29527  
(843) 248-1200  
(843) 450-7960 (mobile)

Honorable Liz Gilland  
Horry County Council  
1511 Elm Street  
Conway, SC 29526  
(843) 0628

Honorable Janice Jordan  
Horry County Council  
640 Highway 548  
Conway, SC 29527  
(843) 365-5323

City of Conway  
Mayor's Office  
City Hall  
1001 3<sup>rd</sup> Avenue  
Conway, SC 29526  
(843) 248-1760

City of Loris  
City Hall  
4101 Walnut  
Loris, SC 29569  
(843) 756-4007

City of Myrtle Beach  
Mayor and City Council  
937 Broadway  
Myrtle Beach, SC 29577  
(843) 918-1000

City of North Myrtle Beach  
City Hall  
(843) 280-5555

**APPENDIX D**  
**INFORMATION REPOSITORIES**

**INFORMATION REPOSITORY**

Horry County Public Library  
1008 5<sup>th</sup> Avenue  
Conway, SC

(843) 248-1543

***Hours of Operation:***

Monday – Thursday  
9:00 am – 9:00 pm

Friday – Saturday  
9:00 am – 6 pm.

North Myrtle Beach Library  
799 2<sup>nd</sup> Avenue North  
North Myrtle Beach, SC

(843) 249-4164

***Hours of Operations***

Monday – Thursday  
9:00 am – 7 pm

Friday  
9 am – 6 pm

Saturday  
9 am – 2 pm

Chapin Memorial Library  
400 14<sup>th</sup> Avenue North  
Myrtle Beach, SC

(843) 918-1275

***Hours of Operations***

Monday and Wednesday  
9 am – 6 pm

Tuesday and Thursday  
9 am – 8 pm

Friday and Saturday  
9 am – 5 pm

**APPENDIX E**

**SUGGESTED MEETING LOCATIONS**

**SUGGESTED MEETING LOCATIONS**

North Myrtle Beach Middle School  
11240 Highway 90  
Little River, SC

(843) 399-6136

Carolina Forest Elementary School  
285 Carolina Forest Blvd.  
Myrtle Beach, SC

(843) 236-0001

All meeting facilities will be accessible to handicapped individuals.



**APPENDIX F**

NEWSPAPER PUBLICATIONS

PRESS RELEASES

TELEVISION AND RADIO STATIONS

**NEWSPAPER PUBLICATIONS**

Myrtle Beach Herald  
2105B Farlow  
Myrtle Beach, SC

(843) 626-3131

North Myrtle Beach Times  
203 N. Kings Highway  
North Myrtle Beach, SC

(843) 249-3525

The Sun News  
914 Frontage Road E  
Myrtle Beach, SC

(843) 626-8555

Horry Independent  
2510 N. Main  
Conway, SC

(843) 248-6882

**PRESS RELEASES**



### **US Army Corps of Engineers Begins Engineering Evaluation of the Former Conway Bombing and Gunnery Range**

The former Conway Bombing and Gunnery Range, Horry County, South Carolina was used by the Army Air Corps and the Air Force for air-to-ground gunnery and bombing training during World War II. Today, the former Conway Bombing and Gunnery Range, comprised of more than 55,000 acres, is owned by several private and public entities.

The US Army Corps of Engineers will conduct an Engineering Evaluation/Cost Analysis (EE/CA) to characterize ordnance contamination, analyze risk management alternatives, and recommend response actions necessary to protect the public from risks associated with any remaining unexploded ordnance. The draft EE/CA will be made available for public review and comment before any alternatives are chosen.

The initial phases of this effort, consisting of land surveying, brush clearing, and subsurface investigations will commence this month. Opportunities for public involvement will be announced. Project-related documents will be made available for review at the Horry County Public Library, 1008 5<sup>th</sup> Avenue, Conway, SC. For additional information, please contact Mr. David Rich, US Army Corps of Engineers, Charleston District Public Affairs Office, (843) 727-4201.



**US Army Corps of Engineers to hold  
Open House for the Former  
Conway Bombing and Gunnery Range**

The former Conway Bombing and Gunnery Range, Horry County, South Carolina was used by the Army Air Corps and the Air Force for air-to-ground gunnery and bombing training during World War II.

The US Army Corps of Engineers will conduct an Open House to discuss the Engineering Evaluation/Cost Analysis for the former Conway Bombing and Gunnery Range on December 7<sup>th</sup> and 8<sup>th</sup>, 1999 at 6:30 p.m. each evening at the following locations:

North Myrtle Beach Middle School  
11240 Highway 90  
December 7, 1999

Carolina Forest Elementary School  
285 Carolina Forest Blvd.  
December 8, 1999

The local community is invited to attend either meeting which will provide a forum for exchange of information between the US Army Corps of Engineers and the community regarding the ongoing site activities.

Project-related documents are available for review at the Horry County Public Library, 1008 5<sup>th</sup> Avenue, Conway, SC. For additional information, please contact Mr. David Rich, US Army Corps of Engineers, Charleston District Public Affairs Office, (843) 727-4201.



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December 7, 1999**

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*Myrtle Beach Herald*  
December 2, 1999

## RADIO STATIONS

*WDAI 98.5 KISS FM*  
11640 Highway 17 Bypass  
Murrells Inlet, SC  
(843) 651-7869

*WEGX 92.9 FM*  
1571 Trade Street  
Myrtle Beach, SC  
(843) 448-1041

*WGSN*  
429 Pine Avenue  
North Myrtle Beach, SC  
(843) 249-545

*WGTR Gator 107.9 FM*  
4841 Highway 17 Bypass  
S Myrtle Beach, SC  
(843) 293-0107

*WJXY 1050 AM*  
1750 Radio Lane  
Conway, SC  
(843) 397-1939

*WJXY Hot 93 FM*  
1750 Radio Lane  
Conway, SC  
(843) 397-0093

*WJYR FM 92*  
1116 Ocala Street  
Myrtle Beach, SC  
(843) 448-3189

*WKZQ 101.7 FM*  
1116 Ocala Street  
Myrtle Beach, SC  
(843) 448-4739

*WLSC*  
Highway 701 S  
Loris, SC  
(843) 756-1183

*WMIR-AM Southern Gospel*  
4337 Big Barn Drive  
Little River, SC  
(843) 399-9028

*WMIW 88.9 FM*  
4337 Big Barn Drive  
Little River, SC  
(843) 399-9649

*WMYB Beach 99.5*  
1571 Trade Street  
Myrtle Beach, SC 29577  
(843) 448-1041

*WNMB B105.9*  
429 Pine Avenue  
North Myrtle Beach, SC  
(843) 249-3441

*WPJS Gospel 1330 AM*  
1720 Highway 501  
Conway, SC  
(843) 248-6365

*WRNN-FM Hot Talk Radio 94.5*  
1571 Trade Street  
Myrtle Beach, SC 29577  
(843) 448-1041

*WSYN 106.5 FM*  
11640 Highway 17 Bypass  
Murrells Inlet, SC  
(843) 651-7869

*WTAB*  
301 Heritage Road  
(843) 756-4218

*WYCO the Surf 94.9*  
1114 3rd Avenue  
S Myrtle Beach, SC  
(843) 756-9491

*WWSK 107.1 FM*  
4841 Highway 17 Bypass South  
Myrtle Beach, SC 29577  
(843) 293-0107

*WWXM Mix 97.7 FM*  
4841 Highway 17 Bypass South  
Myrtle Beach, SC 29577  
(843) 293-0107

*WYAK Y103 FM*  
1571 Trade Street  
Myrtle Beach, SC 29577  
(843) 651-7936

*WYNA Cool 104.9*  
350 Wesley Road  
Myrtle Beach, SC  
(843) 903-9962

### **TELEVISION STATIONS**

*HSTV*  
205 Sandy Lane  
Surfside, SC  
(843) 232-1122

*WBTW TV 13*  
101 McDonald Court  
Myrtle Beach, SC  
(843) 293-1301

*WFXB Fox 43 TV*  
3364 Huger Street  
Myrtle Beach, SC  
(843) 828-4300

*WPDE-News Channel 15*  
2411 Oak Street  
Myrtle Beach, SC  
(843) 448-9733

*WWMB-TV21*  
2411 Oak Street  
Myrtle Beach, SC  
(843) 448-9733



## **APPENDIX G**

### **PUBLIC AFFAIRS AND TECHNICAL POINTS-OF-CONTACT**

**PUBLIC AFFAIRS AND TECHNICAL POINTS OF CONTACT**

*US Army Engineering and Support Center, Huntsville*

Patti Berry, Program Manager  
(256) 895-1525

Robert DiMichele  
Public Affairs Office  
(256) 895-1691

*US Army Corps of Engineers, Charleston District*

Ron Nesbit, Jr., Project Manager  
(843) 746-2733

David Rich  
Public Affairs Office  
(843) 746-2798

*US Environmental Protection Agency*  
(800) 241-1754

Federal Facilities  
(404) 562-8527

*South Carolina Department of Health and Environmental Control*  
(803) 898-3973

Public Information  
(803) 898-3860

*ZAPATAENGINEERING*

Suzy Cantor-McKinney, Project Manager  
Community Relations  
(888) 286-1335

## **APPENDIX B**

### **ADVERTISEMENT ANNOUNCING RAB**



**US ARMY CORPS OF ENGINEERS SOLICITS  
INTEREST TO SERVE ON THE CONWAY  
BOMBING AND GUNNERY RANGE  
RESTORATION ADVISORY BOARD**

CHARLESTON, S.C. xx, 2000 -- The US Army Engineer District, Charleston will establish a Restoration Advisory Board (RAB) for the former Conway Bombing and Gunnery Range (BGR) ordnance and explosives investigation and removal activities.

The local community is encouraged to participate in the RAB, which is a forum for exchange between government agencies and the Horry County community of information relating to ordnance removal activities at the former Conway BGR.

Community Interest Forms are available at the following project information repositories: the Horry County Library, Conway, the North Myrtle Beach Library, and the Chapin Memorial Library. All forms must be completed and returned no later than XX, 2000.

All information regarding the RAB and the on-going ordnance and explosives removal activities at the former Conway BGR are available for review at the information repositories.

The initial Conway BGR RAB meeting is scheduled for 7:00 PM on XXX, 2000 at [location to be determined].

For additional information, please contact David Rich, US Army Engineer District, Charleston, Public Affairs Office at (843) 743-2798.

## **APPENDIX C**

### COMMUNITY INTEREST FORM



## Former Conway Bombing and Gunnery Range

### ***COMMUNITY INTEREST FORM FOR FORMER CONWAY BOMBING AND GUNNERY RANGE***

#### Conditions for Membership:

Restoration Advisory Board (RAB) Members are volunteering to serve one two-year term and attend all RAB meetings. Duties and responsibilities include reviewing and commenting on technical documents and activities associated with the Defense Environmental Restoration Program at the former Conway Bombing and Gunnery Range. Technical experts will be made available to the RAB. Members will be expected to be available to community members and groups to facilitate the exchange of information and/or concerns between the community and the RAB. RAB community members can initially expect to devote approximately two hours every month to support the RAB. RAB members will receive no compensation for their service.

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_

**State:** \_\_\_\_\_

**Zip:** \_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_

**Fax / e-mail:** \_\_\_\_\_

**Name of nominated individual:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Daytime Phone:** \_\_\_\_\_

1. Are you affiliated with any group related to the environmental restoration activities ongoing at the former Conway Bombing and Gunnery Range? If yes, list the group and your position.

2. Briefly state why you would like to participate on the RAB.

3. What has been your experience working as a member of a diverse group with a common goal?

4. Are you interested in serving as Chair of the Restoration Advisory Board?

5. Are you willing to voluntarily serve on the RAB?

Yes, I am willing to serve.

6. By submitting this form, you are indicating that you are aware of the time commitment that this appointment will require of you.

In order for us to ensure that the RAB membership consists of diverse community members and reflects the community interests, we would appreciate the following information (which will be kept confidential):

Male \_\_\_\_\_ Female \_\_\_\_\_

Race \_\_\_\_\_

Age \_\_\_\_\_

Occupation \_\_\_\_\_

If you are selected for the Board, will you be representing an interest group or other organization, or will you be serving as an individual member? \_\_\_\_\_

***PRIVACY ACT NOTICE***

Authority: 10 U.S. Code (USC) 2705(c) and 42 USC 9620(f), state and local participation in cleanup of federal facilities. Principal Purpose: To identify members of the local community who are interested in participation in the RAB.

Routine Uses: The requested information will be used to develop a list of interested persons from which the community members of the RAB will be selected. The information will also be used by the US Army Corps of Engineers to contact individuals who are selected. Disclosure of the requested information is voluntary. Failure to provide all the requested information may prevent selection to the RAB.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

Please submit the Community Interest Form to ZAPATAENGINEERING. A Selection Panel will review the application forms and recommend nominees to the US Army Corps of Engineers Project Manager. Mail to:

Suzy Cantor-McKinney  
ZAPATAENGINEERING, P.A  
1100 Kenilworth Ave.  
Charlotte, NC 28204



## **APPENDIX D**

### **DRAFT BY-LAWS**

## INTRODUCTION

### to the former Conway Bombing and Gunnery Range Restoration Advisory Board By-laws

#### ***Brief History of the Restoration Advisory Concept***

It is the Department of Defense (DoD) policy to keep the public fully informed of Defense Environmental Restoration Program activities. An organized approach to community relations keeps community leaders, local government officials, and affected citizens informed. Such an approach also provides an opportunity for feedback to government officials. Specific guidance regarding the development and implementation of public participation requirements of CERCLA and the National Contingency Plan can be found in:

- (1) Community Relations in Superfund: A Handbook. EPA. June, 1988.
- (2) Superfund Community Relations Program: A Guide to Effective Presentations with Visual Aids. EPA. June, 1988.
- (3) Public Participation in the Defense Environmental Restoration Program (DERP) for Formerly Used Defense Sites (FUDS). US Army Corps of Engineers. December, 1999.

#### ***Reasons to involve the community in the cleanup program***

Environmental cleanup of the 24,000 sites currently identified as in need of remediation associated with federal facilities in the US may ultimately cost as much \$400 billion, and will extend well into the next century. From the perspective of many participants, the current process has been unnecessarily hampered by feelings of mistrust. Change must involve a shift from the “decide, announce, and defend” mode of public involvement to a new partnership between all the affected stakeholders. The future viability of federal facility cleanups depends on the ability of the federal government to incorporate the divergent views of all concerned stakeholders into the decision-making process, ensuring that clean-ups are conducted in the safest, most efficient, and most cost-effective manner possible. Today, it is generally recognized that federal agencies have important environmental obligations in addition to their other missions and that disregarding these obligations is shortsighted and often expensive in the long run. Stakeholder's\* opinions are often solicited late in the process after the governmental entities have concluded their investigative work. (Source: *Interim Report of the Federal Facilities, Environmental Restoration Dialog Committee.*)

**Restoration Advisory Boards (RABs)** are established to encourage partnerships between members of the community, stakeholders and the government and serve as a forum for the discussion and exchange of information between the US Army Corps of Engineers, regulatory agencies, and community regarding the removal process. RABs are designed to compliment

other community involvement initiatives of the environmental process and provide an opportunity for stakeholders to participate in the cleanup process and to provide input to decision makers by:

- ◆ Providing a forum for stakeholders and agencies to understand the competing needs and requirements of the government and the affected communities.
- ◆ Providing a forum for discussing citizen issues and concerns.
- ◆ Enabling citizen review and evaluation of plans and their technical adequacy in more depth.
- ◆ Permitting a more detailed consideration of issues.
- ◆ Broadening issue considerations to include values and facts.

**Appropriate qualities for RAB members were determined to include:**

- ◆ An ability to focus on OE removal issues, irrespective of any interest or concern over other issues that are unrelated to OE removal.
- ◆ A willingness to devote the time necessary to serve on a board.

*\* Regional and local communities, and members of those communities, affected by the OE removal actions.*



**Former Conway Bombing and Gunnery Range**  
**RESTORATION ADVISORY BOARD**  
**DRAFT BY-LAWS**

**I. Mission Statement of Former Conway Bombing and Gunnery Range (BGR) Restoration Advisory Board**

The mission of the Conway BGR RAB is to provide a forum through which the local communities, the US Army Corps of Engineers, and the regulatory agencies work together in an atmosphere that encourages discussion and exchange of information, and educates the public on the investigation and removal of ordnance and explosives (OE) at the former Conway BGR. The RAB will review, comment, and advise the US Army Corps of Engineers, Charleston District on site-related documents, on the investigations, and the proposed removal activities. All decisions regarding OE removal activities are solely the authority of the US Army Corps of Engineers. Membership on the RAB does not imply or infer any liability for incidents related to removal activities.

**II. Responsibilities of the Restoration Advisory Board**

- Provide advice on OE removal issues to the US Army Corps of Engineers and regulatory agencies.
- Hold regularly scheduled meetings on a designated day that are publicly announced both 15 days prior and one day prior to the meeting date, and are open to the public at convenient times and locations.
- Prepare public notices in easily understood language.
- Review, evaluate, and comment to the Charleston District of the US Army Corps of Engineers on documents related to installation restoration activities.
- Identify applicable standards consistent with the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), and other city, county, state, and federal applicable law, and recommend removal levels consistent with planned land re-use.
- Consider important issues related to removal such as scope studies, OE management, and removal action alternatives.
- Recommend priorities among sites or projects.

**III. The Membership of the Restoration Advisory Board** will consist of members from the community, reflecting its diversity.

**A. Community Members** provide information, seek independent technical advice when appropriate and feasible, and communicate public concerns to the RAB, and provide information and progress reports to the public.

**Community Members** may include, but are not limited to the following:

Landowners, local residents, local government, business community, school districts, local environmental groups/activists, civic/public interest organizations, religious community, local regulatory agencies, homeowners associations, medical community, economically disadvantaged, and minorities so as to comply with the Executive Order on Environmental Justice 12898.

- The Conway BGR RAB shall consist of no more than 15 members.
- The RAB Members shall serve a two-year term, at which time they may re-submit an application to serve another two-year term. Total service will not exceed four consecutive years.
- A Selection Panel will recommend RAB members to the Commander, US Army Engineer District, Charleston for approval.
- All Members of the RAB shall follow the Conway BGR RAB by-laws on attendance.

**B. Army Co-Chair**

- **Project Manager, US Army Engineer District, Charleston** will serve as the Army Co-Chair and provide technical advice to the RAB. The Project Manager represents the agency carrying out the OE investigation and removal activities at the former Conway BGR.

**IV. Restoration Advisory Board Membership Procedures**

**A. Each RAB Member shall have one vote in RAB Meetings.**

**B. Each RAB member is to act individually in discussions and comments.**

The RAB is not an advisory committee, as used in the Federal Advisory Committee Act (FACA). All advice and recommendations will be offered by RAB members in their individual capacities. The RAB will have the option to present recommendations to the US Army Corps of Engineers as a consensus, if agreed to by the RAB.

- C. Regular On-Time Attendance is a Requirement for Continued Membership**  
After two unexplained, missed meetings, the Army Co-Chair or a Representative, will send a 14-day written notice indicating that after three missed meetings, the RAB will assume the member is no longer interested, and membership will be terminated.
- D. Member Participation Shall Follow a Process Similar to Robert's Rules of Order**  
At RAB Meetings, an agenda shall be established and followed. Discussion will be encouraged. A time for public comments or questions on matters not included in the agenda will be held at the *end* of the meeting for the public. An effort should be made to complete the agenda including public comments between 7:00 and 10:00 PM. The chairperson shall not have the discretion to end the meeting, but will ask for a motion of approval from the members.
- E. Public Participation** will be encouraged by the RAB. Either the Army Co-Chair or the Community Co-Chair will respond to questions raised by the public. In the event information is not available to provide an accurate response at the meeting, the question will be recorded and a response provided at the next regularly scheduled meeting. All public comments will be considered by the RAB and recorded in the meeting transcripts.
- F. Special Committees** may be established to accomplish a specific task. The Co-Chairs will identify committee members, to be approved by a majority vote of the RAB. The committee will be disbanded once the specific task is completed.
- G. A Special Meeting** may be called by either Chair to address specific topics. At a minimum, three days notice will be provided to the RAB.
- H. RAB Community Members** are prohibited from publicly representing their opinions concerning RAB matters as the views of the RAB. A RAB member should refrain from representing himself or herself as a RAB member, or by association, indicate that he or she is speaking for the RAB during press interviews or other public relation activities, unless the RAB member has received prior approval from the RAB.
- I. If any RAB member** is unable to fully participate, the member should submit a written resignation to a RAB chairperson. Resigning members are permitted to designate new members to replace them. Replacement members will also be sought from those individuals who were notified of their nonselection when they initially completed the Community Interest Forms. New members must continue to reflect community interest diversity. Replacement members will be elected by majority vote of the RAB.
- J. A RAB member may be removed** from the RAB by a majority vote, if it is determined that the actions of the individual are not in the best interest of the RAB.

- K. A dispute** will be resolved by means of a three-step process. First, the RAB Co-Chairs will attempt to resolve the issue. When these efforts are not successful, an independent facilitator may be brought in to resolve the issue. Disputes which cannot be resolved by the Co-Chairs or a facilitator may be formally presented to the US Army Corps of Engineers District Commander for resolution.
- L. A quorum** of RAB members must be present in order to hold a meeting. A quorum is defined as both Co-Chairs, one regulatory agency member, and 51 percent of the remaining RAB members.
- V. The Community Co-Chair** shall be elected annually, by written ballot by a majority vote of RAB Members. For the initial election, names of individuals who have expressed an interest to serve as Chair will be placed on a ballot. A Chair will be selected by a majority vote of the RAB. For subsequent elections, a Nomination Committee of three Community Members shall be appointed by the Chair to recommend a nominee. Other members may be nominated from the floor at the following RAB meeting. Write-in candidates and self-nomination are other avenues for election to the Community Chair position. The election shall take place on an annual basis. Written ballots will be counted, and the results announced by the Nomination Committee. The elected Chair position shall be held for one year with re-election restricted to one additional term. The Chair-elect will assume office at next regularly scheduled RAB meeting.

A **Chair pro tem** may be appointed by either Chair if the Chair is going to be absent from a meeting. The appointment is valid only for the duration of the meeting.

## **VI. Restoration Advisory Board Members' Responsibilities**

### **A. Responsibilities of the Army Co-Chair:**

- Communicate information with RAB members regarding OE removal actions at the former Conway BGR.
- Publicly announce RAB meetings at least 15 days prior to, and one day prior to the meeting dates.
- Ensure the RAB is informed of the availability of documents for review and has access to documents allowing for an appropriate, adequate review period.
- Maintain a mailing list of people interested in restoration activities at the former Conway BGR.
- Ensure adequate administrative support to the RAB.

- Ensure the RAB is fully informed of all phases of the OE removal activities and has opportunities to participate in advising decision-makers prior to final decisions that relate to the removal of ordnance and explosives.
- Provide all relevant guidance documents and support to the RAB to enhance the operation of the RAB.

**B. Responsibilities of the Community Co-Chair:**

- Establish the meeting agendas in coordination with the US Army Corps of Engineers.
- Coordinate as required with the US Army Corps of Engineers to ensure RAB questions and concerns are answered in an appropriate and timely manner.
- Encourage community participation at RAB meetings in an open and constructive manner.
- Communicate with RAB members regarding OE removal activities.
- Ensure that community issues and concerns related to cleanup are brought to the table, and are communicated back to the community.

**C. Responsibilities of All RAB Community Members:**

- Attend RAB Meetings, on time, and for the duration of the meeting.
- Advise and comment on cleanup issues to government decision-makers.
- Report back to the organization or community, which they represent.
- Serve as a conduit for the flow of information to and from the community.
- Review and provide comments on documents.

**D. Responsibilities of the US Army Corps of Engineers**

- Provide input to the Army and RAB concerning compliance with applicable regulations, and other procedures as appropriate for Army removal projects.



- Communicate with RAB members, providing professional advice and input on site-specific removal project timelines, and contractor's reports.
- Provide information, referrals, and resources for communities, the Army, and agencies regarding OE removal at the former Conway BGR.
- Facilitate innovative resolutions addressing issues and concerns relating to ordnance and explosives.
- Ensure that state and/or federal environmental standards and regulatory issues are identified and addressed.

**VII. Proposed Amendments to the Conway BGR Restoration Advisory Board By-Laws** may be made with a three-fourths majority of a quorum of all RAB Members. Proposals for amendment shall be referred to the Procedures Committee for study and recommendation. Proposals shall be voted on by all RAB Members after receiving the Procedures Committee's written pro or con recommendation at least 20 days prior to the meeting in which they will be considered. The Procedures Committee will consist of the Community Co-Chair and one member of the RAB, to be appointed and approved by majority vote of the RAB.