

October 20, 2020 – Hand delivered by Apartment Manager

Occupants of Commercial Square Apartments
1015 South Commercial Street – Apt #6 & #7
1019 South Commercial Street – Apt #7 & #9
Neenah, WI 54956

Subject: Indoor Air and Sub-Slab Vapor Sampling Planned
Donaldsons One Hour Cleaners (Former), 110 West Cecil St., Neenah, WI
DNR BRRTS # 02-71-110797

Greetings,

Please recall the October 10, 2020 letter regarding environmental contamination in the neighborhood. The Department of Natural Resource (DNR) has since reviewed the building layout for both 1015 and 1019 South Commercial Street and selected the locations for the vapor investigation to take place. DNR is recommending collection of air samples from within and beneath (through the foundation) apartments #6 and #7 at 1015 South Commercial Street and #7 and #9 at 1019 South Commercial Street. A screen shot of each suggested sampling location is included on page 2 of this letter.

The DNR's environmental consultant, EnviroForensics, is coordinating the sampling effort to take place in early November 2020. Please see the enclosed fact sheet, *What to Expect During Vapor Intrusion Sampling*, RR-954, for a description of the work. Due to COVID-19, the process to collect samples has been further streamlined and conversation with each of you will take place in advance of the consultant arriving at the property. **Brian Kappen** with EnviroForensics will be contacting you via phone soon to discuss the process and scheduling. You can also reach Brian on his cell at **(262) 745-5054**.

We request that at least 24 hours prior to the sampling date, you remove common household products from your apartment that may interfere with the sampling (e.g., dry cleaned materials, aerosols, furniture/floor polish, degreasers and cleaners, hobby supplies such as solvents, paints, glues, etc.). EnviroForensics will discuss this further with you during coordination.

The initial sampling effort will include two visits to your units:

- Day 1:
 - Perform an inventory of household chemicals inadvertently remaining in your unit.
 - Set up the air collection canister (basketball size) to collect air sample over 24 hrs.
 - Identify the location for installation of the sub-slab vapor port and confirm access.
- Day 2:
 - Return to retrieve the air collection canister.
 - Install the sub-slab vapor port (5/8" hole drilled through concrete slab).
 - Collect an air sample from the port (30-minute sample).

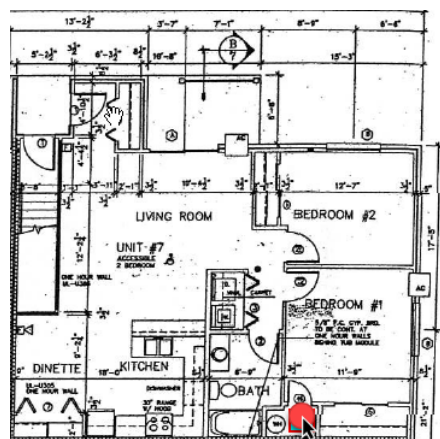
The sub-slab vapor ports will be capped flush with the floor and remain in place for subsequent sampling events. Future sampling events will require less time since the sample ports will have already been installed.

Preferred locations for the vapor ports are identified on the individual apartment layouts below. Final locations will be selected by EnviroForensics with you on Day 1.

1015 South Commercial St – Apt #6
(Closet of Bedroom #2)



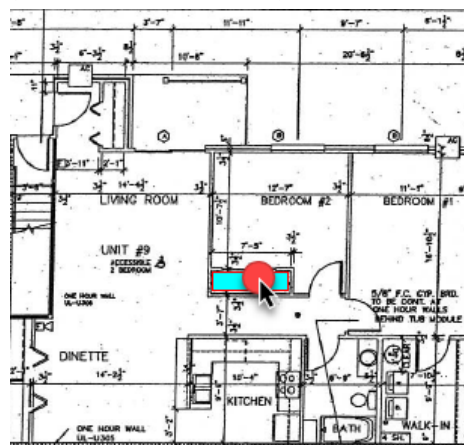
1015 South Commercial St – Apt #7
(Utility Room off Bedroom #1)



1019 South Commercial St. – Apt #7
(Utility Room off Bedroom #1)



1019 South Commercial St. – Apt #9
(Closet of Bedroom #2)



DNR is working closely with the Department of Health Services (DHS) and Winnebago County Health Department (“County Health”) to perform this important investigation while also taking necessary precautions to protect you, your neighbors and our workers from COVID-19. DHS and County Health are ready to discuss any health concerns regarding vapor intrusion or COVID-19.

Please direct any health-related questions to:

Doug Gieryn
Health Officer
Winnebago County Health Department
Ph: 920-232-3029
Cell: 920-420-4900
Email: dgieryn@co.winnebago.wi.us

Amanda Koch
Health Educator
Department of Health Services
Ph: 608-267-2487
Email: Amanda.koch@dhs.wisconsin.gov

Please contact me if you have questions regarding the environmental investigation or need an update on our progress.

Sincerely,



Jennifer Borski
Hydrogeologist
Remediation & Redevelopment Program
(920) 360-0853
Jennifer.Borski@wisconsin.gov

Encl.

- Fact Sheet: What to Expect During Vapor Intrusion Sampling (DNR PUB RR-954)

cc: Donna Warner, Premier Real Estate Management, commercialsquare@pre-3.com
Brian Kappen, EnviroForensics, bkappen@enviroforensics.com
Doug Gieryn, Winnebago County Health, dgieryn@winnebago.co.wi.us
Amanda Koch, DHS, Amanda.koch@dhs.wi.gov

What to Expect During Vapor Intrusion Sampling



The sampling procedure for vapor intrusion is performed by health and environmental professionals. It involves drilling one or more small holes into the basement or lowest level of your building, collecting a vapor sample from those holes - also called ports - and then sending the sample to a specialized lab for analysis. This is called sub-slab sampling. Sampling professionals try to minimize any inconveniences to you by informing you up front on what to expect and working with your schedule on the days of sampling.

Vapor sampling provides information about the extent of potential contamination in your neighborhood.

Should I be on site for the sampling?

It's up to you. Sampling professionals will need to be let in to install the testing equipment and collect the samples. The arrangements you make are completely dependent on your availability and comfort level with others on your property.

How many times will sampling professionals enter my property, and how is sampling done?

In general, you should plan on two or three visits over two or three days. While the actual sampling procedure and schedule may vary, the following provides a typical approach:

Day 1: The first day includes locating suitable locations for port installation, then drilling and installing the ports. This usually takes about an hour or two.

Day 2: The second day involves attaching the collection canister to the port to begin collecting the samples. A 24-hour indoor air sampling kit may also be set up. This visit will also take an hour or two.

Day 3: The third day is a shorter visit to gather all of the sampling equipment and seal off the ports. Sometimes the port site is left in place in case samples may need to be collected in the future.

Why not take indoor air samples instead of sub-slab samples?

Indoor air quality often changes from day to day, creating misleading assumptions about long-term indoor air quality. Indoor air quality may be affected by vapors given off by household or commercial products including paints, glues, fuels, cleaners, cigarette smoke, aerosol sprays, new carpeting or furniture. Also, any outdoor air that enters the inside of your house may also contain vapors which can alter test results. By itself, indoor air testing will not necessarily confirm that the vapors in the indoor air are entering a building from underground sources. However, indoor air samples are usually collected at the same time as the sub-slab samples for comparison purposes.



What if there is a crawl space instead of a basement?

If there is a crawl space or a basement with a dirt floor, it is not possible to install a port. In these cases, a sample of air is collected from the crawl space or basement over a 24 hour period. Sometimes a port can be installed in the side wall of the foundation.

Who pays for testing, and when will I get the results?

In many cases, the responsible party (the person or business legally obligated to investigate and clean up the environmental contamination) pays for the testing. The responsible party may also pay for the installation of a mitigation system if it is necessary. Sometimes, other parties such as DNR or the Dept. of Health may pay for testing. As long as the property owner provides reasonable and timely access for testing, rarely would they be responsible for the cost.

The laboratory results are usually available in two to four weeks and will be shared with you through a state or local health agency, the Wisconsin DNR, the responsible party or a hired consultant. An explanation of the findings and additional steps to be taken, if any, will also be provided.



A sub-slab vapor sampling system is usually in place for a day or two during the sampling process. The metal canisters (foreground) collect the vapor sample from the port (smaller canister in back of photo). The same canisters can be used to collect indoor air samples.

Where can I find more information?

Health and vapor-related information can be found at the Wisconsin Department of Health Services (DHS) website at dhs.wisconsin.gov, search “Vapor.” For other health-related questions, please contact your local health department: www.dhs.wisconsin.gov/localhealth.

For more DNR information, please visit the DNR’s Remediation and Redevelopment (RR) Program’s Vapor Intrusion page at dnr.wi.gov/topic/Brownfields/Vapor.html.

Additional information can be obtained through the DNR field office in your region. To find the correct office, visit the RR Program Staff Contacts page at dnr.wi.gov/topic/Brownfields/Contact.html or call the RR Program at (608) 266-2111.

This document contains information about certain state statutes and administrative rules but does not necessarily include all of the details found in the statutes and rules. Readers should consult the actual language of the statutes and rules to answer specific questions. The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240. This publication is available in alternative format upon request. Please call 608-267-3543 for more information.