



**TOSC Program**  
**Midwest Hazardous Substance Research Center**  
**B-100A Research Complex-Engineering**  
**Michigan State University**  
**East Lansing, MI 48824**



**MEMORANDUM OF UNDERSTANDING BETWEEN  
ANTRIM COUNTY UNITED THROUGH ECOLOGY AND THE  
MICHIGAN STATE UNIVERSITY TOSC PROGRAM**

**May 4, 2004**

Successful community revitalization depends on dedicated involvement by residents. However, the degree of technical expertise varies from one community member to another. Providing appropriate knowledge to all parties involved is vital for residents to become informed decision-makers in site cleanup projects. The objective of the Technical Outreach Services to Communities (TOSC) Program at Michigan State University-Midwest Hazardous Substance Research Center is to improve the ability of communities to be informed participants in environmental cleanup projects by providing impartial technical assistance and education on environmental science, technology, and policy issues.

This Memorandum of Understanding between the ACUTE Coalition and TOSC states the services that TOSC may provide to the Mancelona-area community. Specifically, the MOU describes the assistance that TOSC may provide regarding the Mancelona-Cedar River (also known as Wickes Manufacturing) trichloroethylene (TCE) Plume. The TOSC Outreach Plan, which will be published by June 30, 2004, will describe TOSC services in greater detail, along with an overview of the TCE plume issue and community concerns related to it.

**Scope of Assistance**

The ACUTE Coalition and the TOSC Program are entering into this MOU with the understanding that TOSC may provide the following assistance:

- Informational and educational services related to remediation documents produced by the State of Michigan or other parties. (TOSC will not, however, provide a written review/critique of the documents, due to funding limitations.)
- Informational and educational services related to the health risk and environmental fate, effects, and transport of TCE

- Informational and educational services related to common and innovative remediation (cleanup) technologies to decontaminate TCE and/or other contaminants in groundwater

The following partnering organizations within the community have signed Letters of Support for the ACUTE Coalition's efforts to formulate a course of action to address the Mancelona-Cedar River TCE Plume, in a timely manner, through consensus-building processes. This MOU states the intent of the community, through the ACUTE Coalition to receive TOSC's assistance. ACUTE's partner organizations include:

- Mancelona Township
- Custer Township
- Community Resource Development, Inc.
- Schuss Property Association
- Lodge at Cedar River Association
- Three Lakes Association
- Bellaire Realtors
- Cedar River Village Association
- Mancelona Area Water & Sewer Authority

TOSC representatives will remain outside of any decision-making processes and will maintain a position of non-advocacy. Assistance will not supersede nor interpret federal, state, or local laws and regulations, and assistance provided cannot be considered legal advice. TOSC will provide basic information solely for the community to gain a better understanding of the issues related to the Mancelona-Cedar TCE plume.

ACUTE expressly acknowledges and agrees that this MOU is not a contract. Nothing in this MOU shall grant to a party the right to make commitments of any kind for, or on behalf of, another party. This MOU is not intended to be, nor shall it be construed as a formal business arrangement.

The community, through the ACUTE Coalition, will collaborate with TOSC in addressing public concerns and questions over the plume characteristics, established and innovative remediation technologies, and TCE-related information, and will contribute its knowledge, experience and time. Additionally, ACUTE will forward relevant documents to the TOSC program for review or alert TOSC to the availability of documents.

#### **WHAT IS TOSC?**

The Technical Outreach Services for Communities (TOSC) program promotes community involvement in environmental decision-making through educational and technical assistance services, and is funded under a grant from the U.S. Environmental Protection Agency. The Michigan State University TOSC office is part of the Midwest Hazardous Substance Research Center. Additional participating universities include Purdue University and Kansas State University.

TOSC seeks to build community understanding of site contamination problems and empower citizens and local government to participate in the decision making process. TOSC faculty, working collaboratively with citizens, design educational workshops that address key questions and concerns. Additionally, TOSC reviews documents and provides professional guidance on site cleanup work. TOSC faculty members generally teach and conduct research in environmental engineering and sciences, hydrogeology, and toxicology.

At any time, TOSC and ACUTE are free to propose changes in the Scope of Assistance. A letter indicating the desired change(s) should be sent to other party, and discussions will be held on the request for a change, focusing on community needs and the feasibility of that assistance.

### **Evaluation**

The success of any project hinges on all parties being able to accurately assess and convey the needs, abilities, and goals of the effort, and the ability to respond timely and properly. During and following the completion of assistance activities described above, the parties will be asked to complete questionnaires to evaluate and to provide suggestions for improved assistance. If problems develop with the quality of assistance that are not adequately addressed by the evaluation process or by specific verbal and written communications between the ACUTE and TOSC personnel, a written list of specific problems should be provided to the Director of the MSU HSRC Office for further assistance (see contact information below).

### **Project Duration**

Assistance to the community will begin upon execution of this Memorandum of Understanding. Progress and success under this MOU will be evaluated every six months with a determination to be made regarding the continuing nature of the effort. This MOU can be terminated at any time by written request of the signatories to the MOU. Reasons for termination should be included in the termination request in order for both parties to evaluate the effectiveness of the assistance provided, and to improve future attempts at similar agreements.

The TOSC program reserves the right to cease activities at the site in the case of funding constraints or if it is determined that conditions at the site are such that TOSC outreach assistance will not be beneficial to the community. The community will be given written notice 30 days prior to the termination of TOSC assistance.

### **Contacts**

Primary ACUTE and TOSC points of contact are listed below. The ACUTE contact will coordinate and be the focal point for information exchange between the community and the TOSC program. TOSC representatives will occasionally interact with appropriate state and federal environmental protection agencies for technical information, with information requests copied to the ACUTE Coalition and other parties, upon the request of those parties.

The primary contact for ACUTE will be:  
Gary Knapp  
Community Development Coordinator

