

November 22, 2024



April Lazzaro  
Senior Environmental Quality Analyst  
EGLE AQD Grand Rapid District  
350 Ottawa Avenue NW  
Unit 10  
Grand Rapids, Michigan 49503

Dear Ms. Lazzaro:

Sheridan Publishing Grand Rapids will work to expeditiously resolve the violations identified in the Violation Notice (VN) issued to my attention and dated November 13, 2024. Both of the identified violations pertained to our failure to maintain the required emission records.

The reason for not having the required records is not having a sufficiently robust compliance system containing checks and balances to assure the data has been gathered and entered for calculation in a timely fashion.

Actions that are being taken to resolve this violation and ensure it does not recur are:

- Prioritize the completion of the records and calculations from January through October 2024 and provide them to you by 12/13/2024. The records and calculations for calendar year 2023 were provided to you on 11/12/2024.
- Cross train the current Maintenance Manager and one maintenance technician on the correct process of gathering and entering the monthly materials usage for calculation.
- Create a monthly work order in our maintenance tracking system (FMX) and assign to the current Maintenance Manager for completion of the records and calculations by the end of each month for the previous month. Assign task of monitoring completion of that report to the Plant Manager for a check and balance of completion.

The above tasks will be completed by 12/13/2024, and we will ensure that the record keeping and calculations will be properly completed and up to date moving forward.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Nelson", is written over a light blue horizontal line.

Jason Nelson  
Plant Manager  
616.818.4382

cc: Jenine Camilleri, Enforcement Unit Supervisor, EGLE AQD