



City of Duluth

DEPARTMENT OF PUBLIC WORKS/UTILITIES
Engineering Division
211 City Hall • Duluth MN 55802
(218) 730-5200 Fax: (218) 730-5907

RECEIVED MAY 27 2009

May 22, 2009

Mr. Ivan Huntoon
Director, Central Region
Pipeline and Hazardous Materials Safety Administration
Suite 462
901 Locust Street
Kansas City, MO 64106-2641

Re: CPF 3-2009-1008M

Dear Mr. Huntoon:

On September 17-21, 2007, representatives of the Pipeline and Hazardous Materials Safety Administration (PHMSA), Central Region, and the Minnesota Office of Pipeline Safety (MN-OPS), pursuant to Chapter 601 of 49 United States Code, inspected the City of Duluth integrity management (IM) plan and procedures in Duluth, Minnesota.

We are not contesting the Notice of Amendment dated April 22, 2009 and as a result of this inspection and the subsequent Notice we are modifying our Integrity Management Plan (IMP) as follows:

- Item 1A: **§192.905(a)** – Section 23.0 NEW HCA's in the IMP has been revised to describe procedures for identifying new HCA's. The HCA site drawing in Appendix 4 has also been revised to indicate the pipeline stationing for the beginning of the HCA with a distance from the beginning to the end of the HCA.
- Item 2A: **§192.921(f)** – Section 23.0 NEW HCA's in the IMP has been revised to require that a baseline assessment be completed within ten (10) years from the date when a new covered segment affecting an HCA is identified.
- Item 2B: **§192.921(g)** – Section 23.0 NEW HCA's in the IMP has been revised to require that a baseline assessment be completed within ten (10) years from the date of installation for newly installed pipe that impacts an HCA.

- Item 3A: **§192.917(a)** – A new Interactive Threats and Increased Risk table has been added to Appendix 6 in the IMP to address other potentially interacting threats.
- Item 3B: **§192.917(c)** – A Probability of Consequence table, a Risk Assessment Results and Baseline Assessment Plan table and a Defect Risk Evaluation table has been added to Appendix 6 in the IMP and a Preventative and Mitigative Measures Considered table has been added to Appendix 7 in the IMP to better define the IMP risk assessment process and to support the objectives of ASME B31.8S, Sections 5.3 and 5.4.
- Item 4A: **§192.933(b)** – Section 12.1 Discovery, Evaluation and Remediation Scheduling in the IMP has been revised to require that the date of discovery be documented in the IMP remediation process.
- Item 4B: **§192.933(d)** – Section 12.2.2 One-Year Response Anomalies in the IMP has been revised to provide a corrected definition for one-year anomalous conditions consistent with the IM rule definition.
- Item 5A: **§192.937(b)** – Section 13.0 CONTINUAL EVALUATION AND ASSESSMENT in the IMP has been revised to include documentation of evaluations based on an annual review process agenda which has been added to the beginning of the IMP. This annual review process agenda will provide a process to conduct and document evaluations to ensure they are thorough, complete and adequate.
- Item 6A: **§192.935(a)** – A Preventative and Mitigative Measures Considered table has been developed and added to Appendix 7 in the IMP to provide a systematic documented decision-making process to decide which preventative and mitigative measures are to be implemented. This table considers both the likelihood and consequences of pipeline failures.
- Item 7A: **§192.909(a)** – Section 5.0 RULE APPLICABILITY AND IMPLEMENTATION in the IMP has been revised to require that at a minimum, an annual review of the IMP will be completed with the Management Team utilizing the agenda added to the beginning of the IMP including documenting and maintaining meeting minutes of the annual review meeting. This agenda for the Annual Review and Revision of the IMP with the Management Team defines responsibilities, review requirements, approval requirements, reason for changes, communication of changes, documentation requirements and significance of changes.
- Item 8A: **§192.7** – Section 4.0 OTHER REGULATORY PLANS, REQUIREMENTS AND REFERENCED STANDARDS in the IMP has been revised to indicate that all “should” statements in applicable engineering and industry codes, standards, recommended practices, and publications that are referenced as part of Subpart O requirements shall be incorporated by reference as “shall” statements or rationale documented why the statement is not applicable. This revision will require implementation of the non-mandatory requirements from industry standards or other documents invoked by Subpart O.

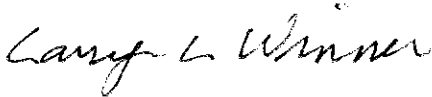
Item 8B: §192.911(d) – Section 5.1 Personnel Responsibility in the IMP has been revised to include responsibilities for the titles of personnel positions who implement elements of the IMP. These responsibilities are further defined in the agenda for the Annual Review and Revision of the IMP with the Management Team added to the beginning of the IMP.

Section 5.0 RULE APPLICABILITY AND IMPLEMENTATION in the IMP has been revised to require that at a minimum, an annual review of the IMP will be completed with the Management Team utilizing the agenda added to the beginning of the IMP including documenting and maintaining meeting minutes of the annual review meeting. This agenda for the Annual Review and Revision of the IMP with the Management Team defines the review elements, objectives, responsibilities, documentation requirements, and a defined time frame for conducting reviews.

We will be submitting the published changes to you within 60 days.

Should you have any questions or concerns please do not hesitate to contact me or Larry Winner, Project Engineer.

Sincerely,



for Cari Pedersen
Acting Director
Department of Public Works and Utilities

c: Larry Winner
Eric Shaffer
Howard Jacobson
Steve Lipinski
Tim Beber
Nick Petrangelo