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NCBC GULFPORT
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TIER I PARTNERING TEAM MEETING MINUTES 15 AND 16 APRIL 2014 NCBC GULFPORT
MS
4/16/2014
TETRA TECH

**NCBC GULFPORT TIER I PARTNERING TEAM MEETING MINUTES
GULFPORT, MISSISSIPPI
APRIL 15-16, 2014**

MEETING ATTENDEES

Team Members:

Gordon Crane	NCBC Gulfport, IRP Manager
Bob Fisher	Navy RPM (via phone)
Bob Merrill	MDEQ
Greg Roof	Tetra Tech, Project Manager

Adjunct Members/Guests:

Libby Claggett	Tetra Tech, Scribe
Lisa Noble	NCBC Gulfport
Bill Olson	Tetra Tech, Project Scientist
Jon Overholtzer	CH2M HILL, Project Manager
Derrick Rogers	Aerostar
Nancy Rouse	The Management Edge, Facilitator

Absent:

1. Meeting Opening

The meeting began at 9:00 a.m. CT. The Team checked in and shared events since the last meeting. The ground rules were read. The meeting leader will be Gordon Crane, and the timekeeper will be Bob Fisher.

2. Approval of Minutes

Team members reviewed and approved the January 2014 minutes.

Consensus Item: The January 2014 meeting minutes were approved as final.

A-0713-06	Bob Fisher	Done	Before the next meeting	Bob F. is to review all sites with Decision Documents for the LUC inspection. Update 01- 2014: This is in progress. Update 04-2014: Two new statements of work have been prepared for Aerostar.
A-0114-01	Gordon -Nancy	Ongoing	By 1/30/2014	Gordon is to provide Nancy and Libby with the newest installation map with IR sites and Site 11. Update: 04-2014: Nancy has the map and will send out to the Team.
A-0114-02	Greg Roof	Done	By 2/10/2014	Greg is to find a presumptive remedy landfill site, pull the ARARs, and review and provide to Bob F.
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A-0114-05	Bob Fisher	Done	By 1/22/2014	Bob F. is to check on meeting space in Jackson, MS for the April 2014 meeting.
A-0114-06	Libby Claggett	Done	By 1/30/2014	Libby is to check on meeting space at the Cabot Lodge in Jackson, MS for the April meeting.
A-0114-07	Nancy Rouse	Done	By 1/22/2014	Nancy is to poll the RAB members to determine if Thursday, April 17, 2014, would be a good RAB meeting date.

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3. Previous Plus/Delta and Parking Lot

Team members reviewed and updated the parking lot and reviewed the January 2014 plus/deltas.

Plus/Delta	
+	Δ
Accomplished Day 1 agenda on time	
Jon at the meeting	
Efficient meeting	
Meeting room nice	
Presentations	
Good discussions and interaction	
Incredible meeting manager, scribe, and facilitator	
Ability to resolve ongoing construction issues immediately	
A lot of information was exchanged	

4. Agenda Review

Team members reviewed the agenda and made modifications accordingly.

5. Base Update

There will be a walk about at Site 1 on Thursday morning with Shaw.

An engineer from Tetra Tech will be working on the design for Site 2.

Site 3 has had some weather issues; the rain is keeping the sod from being laid. Site 3 will have a ribbon cutting on May 21, 2014.

There is nothing to report on Sites 4, 6, 10, and 11.

Site 5 maintenance of the grass has been taken over by Contracts and is no longer the responsibility of the Environmental Department.

Tetra Tech will be performing GPR at Site 7 next month.

Site 8 has work planned, but this will be discussed later. The City is allowing the installation to dispose of the timber from the Site 8 off base road at their landfill at no cost to the installation.

6. RPM Update

NAVFAC performed a review on the way they operate, but no changes are being made at this time.

NAVFAC is in the process of getting a new RPM for Southeast, who will probably be the new RPM at Gulfport/Meridian; Bob Fisher will be involved with Site 8 regardless of a RPM change. Bob has informed Headquarters that Sites 8B and 8C will involve high funding costs. The boundaries for Site 8B and 8C will need to be redrawn.

Everything for NCBC Gulfport has been funded for this year. Next year will be more Site 8 funding and remedial actions. Site 6 may need to be revisited to see if optimization can be utilized.

The three Marine Corps bases are being moved from Southeast to MidLant.

7. Tier II Update

There has not been a Tier II meeting since the last NCBC Gulfport meeting.

8. Site 7 Update

Bill provided a presentation on the remedial investigation sampling update. Additional sampling was conducted in March 2014, and dioxins and TCDD have been found in soil across Site 7. Ground penetrating radar will be conducted to determine if any drums are present at the site. The area is a wetland; thus, it will unlikely be used for anything else.

Bob Fisher noted that Tetra Tech will be performing as much as the investigation as possible with currently funding, and Resolution Consultants will be transitioned to take over the rest of the work at Site 7.

9. Site 1 Proposed Plan, Decision Document, and Public Meeting Update

The final Proposed Plan has been submitted and approved. Navy legal comments were received, and the draft-final Decision Document has been submitted. The Site 1 Remedial Design was sent to the Navy for review.

Gordon stated the preferred culverts for the installation are reinforced concrete pipe (RCP). Greg said the culverts are 12-inch RCP and will have headwalls as well. There will be a design meeting on Thursday with the RAC to see if they have any questions.

10. Site 3 Construction Update

A-1013-05	Greg Roof	Done	By 11/1/2013	Greg is to adjust the date for the Site 3 Decision Document before sending the Exit Strategy to Team members.
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Jon provided a presentation on the remedial action at Site 3. The design consisted of the removal of surficial contaminated soil, construction of approximately 2.5-foot cover over the Northwest Landfill, installation of turf for two ball fields, and installation of an irrigation system for ball fields. Eight flush mount monitoring wells were installed around the site. Because of the rains, putting down the last of the sod has been delayed, but the crew is expected to be finished by the end of the week. MWR will be having a ribbon cutting on May 21, 2014, in the afternoon. Site 3 will be part of the write up for a possible CNO Award.

11. Site 8 Historical Summary

A-0713-07	Bill Olson	Done	7/24/2013	Bill is to get the Site 8 sampling map to Mike Kuhn for inclusion on the public web site with significant zooming enabled. Update 04-2014: Significant zooming cannot be enabled.
A-1013-03	Gordon Crane	Done	By 11/8/2013	Gordon is to engage Base Planning to determine where recent flooding has happened at the installation to aid in the placement of sediment recovery traps at Sites 8B and 8C. Update 04-2014: No additional flooding has been observed.
A-1013-04	Greg Roof	Done	By 12/24/2013	Greg is to issue the JM21 Site 8 LTM Work Plan as final. Update 04-2014: The work plan was issued as final in December 2013.

A-0114-04	Greg Roof	Ongoing	By 1/30/2014	Greg is to provide pricing on installing wattles around the mounds at Sites 8B and 8C and include in the concurrence letter. Update 04-2014: Greg has the pricing and is working on the concurrence letter.
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Bill provided a presentation on the history of Site 8. During the 2012 LTM sampling event, constituents were less than cleanup goals. During the 2013 LTM sampling, constituents exceeded cleanup goals at the northeastern portion of Site 8B, which prompted additional sampling. Continued dioxin transport exists at the site. The path forward is to identify fate and transport processes that have led to the current site conditions including evaluating existing surface and subsurface soil data to identify potential sources and investigating aspects of site surface water hydrology and hydrogeology with regards to dioxin mobility due to aqueous processes. Other parts of the path forward include managing (excavate/SRT) areas of Site 8 ditches where dioxin TEQs contribute to 95% UCL exceeding the 38 ng/Kg cleanup goal, determining if engineering changes to Sites 8B and 8C drainage pathways and ground surface are appropriate, and evaluating disposal options for material with dioxin concentrations exceeding the industrial TRG.

Discussion ensued regarding concrete versus asphalt pavement. Asphalt pavement is less expensive to install, but there are costs for the upkeep and much more maintenance than concrete. Soil cement (which is not a soil cover) would be the best option if contaminants can be buried. The project is currently planned for 4 years.

12. Site 2 Update – Feasibility Study Review

The draft Feasibility Study was sent to the Navy for review on April 11, 2014. The Proposed Plan, Decision Document, and Remedial Design are in progress.

In the Feasibility Study Report, Alternative 2 proposes regarding the area with contaminated soil or need for additional fill; adding 2 feet of fill over the area and fill in the pond (with clean fill), grading to promote flow away from the site, hydroseeding, LUCs, and groundwater monitoring. Alternative 3 includes the items in Alternative 2 along with a cap and cover.

The only potential issue regarding the pond is the term “waters of the United States”. Per Gordon, the pond was created by a borrow pit, and the installation has filled in a borrow pit before. However, there are turtles, fish, and aquatic birds that use the water in the borrow pit. Filling in the borrow pit is a CERCLA action contained entirely within the site; thus, a pre-notice should be done (Nationwide 38 permit) and permission would be granted (in lieu of going to court to deny permission). Dioxin-contaminated soil removed from Site 2 would be placed at Site 7, where it is believed to have originated. There are known geophysical anomalies (buried waste) under the borrow pit. At the end of the discussion, Bob Fisher said he was okay with filling in the water-filled borrow pit.

Action Item: Greg is to adjust the draft-final Site 2 FS Report and change the term “pond” to “borrow pit”.

13. Groundwater LTM for Sites 4, 6, and 8

The groundwater LTM reports for Sites 4, 6, and 8 (off-base areas) have been submitted to the Navy for review.

Site 4 was last sampled in September 2013. Vinyl chloride was detected in well GPT-04-28 at 18.7 µg/L; the MDEQ TRG is 2 µg/L. Looking at quantities over time, vinyl chloride levels are rapidly declining. Iron was detected in well GPT-04-28 at 35,100 µg/L and in well GPT-04-31 at 46,200 µg/L. The MDEQ TRG is 11,000 µg/L. Looking at the time sequence, iron concentrations are stable. Turbidity in the wells was low at less than 5 NTUs. Dioxin was detected, but at concentrations less than action criteria. The path forward for Site 4 is to continue groundwater sampling, and the analytical list will remain CVOCs, metals, and dioxins (in selected wells). Recommend changing from semiannual to annual sampling.

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Site 6 was last sampled in September 2013. Samples were analyzed for DRO, PAHs, and select VOCs (chlorinated). cis-1,2-DCE was detected, but in concentrations less than the TRG. TCE was detected, but at concentrations less than the TRG. Vinyl chloride exceeded the TRG in one well. Naphthalene was detected, but at concentrations less than the TRG. DRO exceeded the TRG in five wells (one new well from past sampling events). When comparing DRO concentrations over time, they have increased in three of four wells. It is believed DRO concentrations are tied to the water level. Free product was not detected. COC concentrations show little change, water levels in September 2013 were low (the highest concentrations of naphthalene and DRO occurred at the low water level), and vinyl chlorinated was added as a COC. The path forward is to continue groundwater monitoring. Per Bob Fisher, it is time for an optimization study at Site 6 and the need to re-establish goals and treatment options; this will be one of his comments to the draft report.

Site 8 was last sampled in 2013 and analyzed for dioxins and furans. Contaminants were detected, but at levels less than the TRG. Overall, concentrations are dropping. Groundwater sampling results indicate the HO-derived dioxin is not present. Recommend LTM continue annually until the next Five Year Review in 2016.

14. Review Day 1

Team members reviewed action items generated on Day 1 and began a plus/delta list.

DAY 2

The meeting began at 9:00 a.m. CT.

15. Check-In/Opening Remarks

Team members shared events of the previous evening.

16. Community Involvement/Community Involvement Plan

The draft Community Involvement Plan (CIP) was dated November 2011, and the final draft was dated September 2012. Some recommendations were made by the Navy and Marine Corp Public Health Group, but the recommendations are not implementable or practical to NCBC Gulfport. Nancy suggested re-contacting a certain number of the people that were interviewed in early 2011 since 3 years have passed to ensure their responses are the same. Nancy suggested keeping Tetra Tech involved in updating the CIP instead of a new contractor, and Bob Fisher agreed. Gordon suggested not re-interviewing community members (currently data is still good), but agreed the document needs to be finalized. Team members agreed that interviews within the RAB would be beneficial. Gordon stated the only calls he gets are from the Seabees who are working on Agent Orange exposure issues with the VA. Team members agreed the CIP needs to be finalized and put in the Administrative Record. Nancy said the document needs to be revised (and not just have "draft" removed) because there are recommendations in the draft CIP that the Team does not want to do. Bob Fisher suggested publishing the revised document as an in-house Navy project so that it is not scrutinized by Navy review.

Action Item: Gordon and Nancy are to revise the CIP and send to Bob Fisher for finalization in-house.

The dioxin issue has not been shared with the community yet, and Nancy stated the Team needs to be prepared for that. Gordon agreed this is something the Team needs to be prepared for, and Bob Fisher suggested touching base with the people most involved/affected beforehand. It was also suggested this be done within the framework of the RAB (October 2014 RAB meeting). Greg suggested that a dioxin sample be collected at the outfall on base (fence line sample) beforehand to determine if the remedy failure has gotten off base or not.

Action Item: Tetra Tech is to collect two samples to be analyzed for dioxins along the 28th Street culverts.

Nancy suggested sharing the information with the public before a new remedy is in place in order to keep them involved. Team members agreed the October 2014 timeframe is a good date to work toward to plan for informing the community about the dioxin issue.

17. CNO Award Planning

Bob Fisher has researched a possible CNO award for NCBC Gulfport. This cycle would be for a first-level award, and then if selected, it would go up for a DoD award. There is an installation award and a Partnering Team award (compliance side); however, the Partnering Team award is every other year and it was last year. An installation award entry could be focused on Site 8 and what is happening and the community and economic impacts. The timeframe would capture the previous 2 years, but can be stretched to a 3-year activity period. The soccer field at Site 3 would also be a good topic for nomination.

The following possible topics were captured:

- Soccer field – quality of life
- 8B – MILCON – redevelopment supported base mission
- Site 1 – CESE equipment parking lots
- Golf experience at Site 4
- Community relations outreach
- City partnering for landfill wetland restoration

Bob Fisher stated that he is limited to 7 pages of text for the award entry, and good high-resolution photograph is also a key to a winning award. Bob Fisher said he will develop the outline and send it to the Team for review. The final internal copy should be finished by October and will have to be endorsed by Camille Destafney.

Action Item: Bob Fisher is to complete the outline of the CNO award entry and send to Team members for review by May 16, 2014.

18. Exit Strategy Review

Team members reviewed and updated the Exit Strategy accordingly.

19. Round Table Discussion

Team members proceeded to discuss topics that were not on the agenda.

Action Item: Bill is to send meeting presentations electronically to Lisa Noble.

Action Item: Nancy is to send Libby the electronic files of past poster presentations.

20. Review Action Items and Consensus Items

Team members reviewed the action items and consensus items.

21. Next Tier I and RAB Meeting Dates and Agenda

Next Meeting: July 15-16, 2014 (Tuesday and Wednesday), beginning at 9:00 a.m. CT on Day 1

Location: Gulfport, Mississippi

Meeting Leader: Bob Fisher

Timekeeper: Bob Merrill

Next RAB Meeting Date: Monday, July 14, 2014

July 2014 Proposed Meeting Agenda			
Description	Presenter	Time	Category/Expectation
Meeting Opening: Check in, opening remarks, resource sharing, announcements, head count, and proxy assignments	Leader	15 min	Standard
Review Ground Rules	All	5 min	Standard
Minutes Approval	Leader	5 min	Consensus
Action Item / Parking Lot / Previous +/- Review	Leader	15 min	Standard
Agenda Review	All	5 min	Standard
Site 1 Update	Greg Roof	30 min	Information
Site 2 Update	Greg Roof	30 min	Information
Site 6 Optimization	Bob Fisher	30 min	Discussion
Site 7 Update	Greg Roof	30 min	Information
Site 8 Update	Greg Roof	60 min	Discussion
LTM Update	Aerostar	30 min	Information
Base Update	Gordon Crane	15 min	Information
RPM Update	Bob Fisher	15 min	Information
Tier II Update	Bob Fisher	15 min	Information
Community Involvement Plan / RAB Meeting Review	Gordon Crane	45 min	Information
CNO Award Submittal	Bob Fisher	15 min	Discussion
Exit Strategy Review	Greg Roof	15 min	Standard
Training	Nancy Rouse	60 min	Learning
Round Table Discussion	All	15 min	Standard
Facilitator Feedback	Nancy Rouse	15 min	Standard
Meeting Closeout: Review dates of next meeting, prepare next meeting agenda, review action item list, and create +/- list	Team	30 min	Standard

Future Meeting Dates

Dates

November 4-5, 2014

Location

Gulfport, Mississippi

Agenda Call

Monday, October 6, 2014, 2:00 p.m. EST

22. RAB Meeting Content

Site 2 Proposed Plan Public Meeting
ERP Update
Dioxin Poster
Community Involvement Plan

23. Plus/Delta, Meeting Accomplishments, Facilitator Feedback

Plus/Delta	
+	Δ
Good information exchange	Trouble with projector screen
Site 8 reassessment presentation	Check-ins are sometimes interrupted
Overcame meeting space obstacles	
Robust discussion on the Site 2 borrow pit	
Good attitudes	
Accomplished a lot (CNO and CIP discussions)	
Strategic planning for Site 8	

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Meeting Accomplishments:

Path forward on Sites 6 and 8
Worked out the first phase of the CNO award package
Overcame projector screen problem
Got CIP back on track
Worked out details on conducting a background study before the start of Day 2

Facilitator Feedback:

The Team is continuing a trend of relaxed, productive meetings. The Team exudes an easy rapport based on trust. Check-ins are sometimes interrupted.

Action Items				
Action Item #	Responsible Party	Status	Due Date	Action Item
A-0713-06	Bob Fisher	Done	Before the next meeting	Bob F. is to review all sites with Decision Documents for the LUC inspection. Update 01- 2014: This is in progress. Update 04-2014: Two new statements of work have been prepared for Aerostar.
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A-1013-05	Greg Roof	Done	By 11/1/2013	Greg is to adjust the date for the Site 3 Decision Document before sending the Exit Strategy to Team members.
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A-0414-01	Greg Roof		When d-f report is submitted	Greg is to adjust the draft-final Site 2 FS Report and change the term "pond" to "borrow pit".
A-0414-02	Gordon and Nancy		By 5/15/2014	Gordon and Nancy are to revise the CIP and send to Bob Fisher for finalization in-house.
A-0414-03	Tetra Tech		By 5/31/2014	Tetra Tech is to collect two samples to be analyzed for dioxins along the 28 th Street culverts.
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A-0414-06	Nancy Rouse		By 4/30/2014	Nancy is to send Libby the electronic files of past poster presentations.

Consensus Number	Consensus Items
C-0712-01	The April 2012 meeting minutes were approved as final.
C-0712-02	Team members reached consensus to have a monthly call on the first Monday of the month at 2:00 p.m. EST. If the first Monday is a holiday, the conference call be held the following Monday.
C-0712-03	The Team reached consensus that the RAC member's status on the Team will be changed from core to adjunct due to reduced activity.
C-0113-01	The July 2012 meeting minutes were approved as final.
C-0113-02	Team members reached consensus that the web site will be developed using the rapid website approach.
C-0113-03	The Team reached consensus to have a full day meeting on Wednesday, April 17, 2013, and a ½ day meeting on Thursday, April 18, 2013, with the RAB meeting on Thursday, April 18, 2013, in the evening.
C-0413-01	The January 2013 meeting minutes were approved as final.
C-0413-02	The Team reached consensus that the Site 8 LUC boundaries should be extended to include the on-site impacted ditches.
C-0713-01	The April 2013 meeting minutes were approved as final.
C-1013-01	The July 2013 meeting minutes were approved as final.
C-1013-02	The Team reached consensus to install sediment recovery traps at Sites 8B and 8C.
C0114-01	The October 2013 meeting minutes were approved as final.
C0414-01	The January 2014 meeting minutes were approved as final.

Parking Lot		
Item Number	Status	Parking Lot Issue

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Parking Lot		
Item Number	Status	Parking Lot Issue
P-1211-03	Ongoing	Site 6 DD Update 07/2012: During the 5 year review, Steve Beverly stated that Site 6 should have a DD. Waiting on funding.
P-1211-04	Ongoing	Site 8 off-site AOCs – LUCs and LTM Off-base area LUCs – Gordon suggested getting all parties involved to discuss. Charles stated there would have to be a call every other week with Navy legal and others.
P-0712-02	Ongoing	Success Stories – CNO Award (off-site properties, HO investigation) – submittal date of November 2014 – should start the outlining at the April 2014 meeting.