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MINUTES FROM ORLANDO PARTNERING TEAM MEETING ON 5 SEPTEMBER 2001 NTC
ORLANDO FL
9/5/2001
NAVFAC SOUTHERN

ORLANDO PARTNERING TEAM - MEETING MINUTES

Date: 05-06 September, 2001
Location: Orlando
Team Leader: Barbara Nwokike
Gatekeeper/Timekeeper: Steve McCoy
Facilitator: Stephanie Fraser-Beekman
Recorder: Rick Allen

OPT MEMBERS:

Rick Allen
David Grabka
Barbara Nwokike
Steve McCoy
Steve Tsangaris

SUPPORT MEMBERS:

Flip Altman, Tier II

GUESTS:

Mike Albert, Tetra Tech
Jennifer Ottoson, CH2M Hill
Jim Ferro, SDIV
Dave Twedell, Nodarse &
Assoc.

HANDOUTS DISCUSSED AT THE MEETING

1. Meeting Minutes 7/10-7/11, 2001
2. UST/IR Update and Status - September 2001 (Tetra Tech)
3. Action items
4. OU 3 tag maps (SA 8 and SA 9), and soil boring logs for MWs NTC08ST01 and NTC09ST01 and -02
5. Groundwater Exceedances at SA 52 (tag map), April 2001 Quarterly Monitoring Report
6. Area to be excavated, SA 54, August 2001 (map)
7. SA 39, 14 pp handout, data, map; SA 17, 1 p summary analytical results, 4 maps (Figure 3-1 total chlorinateds isoconcentration; 3-2 TCE; 3-3 Cis-1,2-DCE; 3-4 Vinyl Chloride)
8. SA 36 tag map (benzene in upgradient well at 24 ug/l)
9. SA 2 tag map April 2001(no significant change following ORC injection)
10. NA Screening at OU 2 (10 slides and NA criteria for reductive dechlorination)
11. OU 2 FS (24 pp of slides, maps, and selected tables from draft FS)

05 September 2001

CHECK-IN

Dave studying for PG, good luck on 9/14/01, stressed, took prep class in Gainesville, vacation Denver coming up (L. Powell house boat); Stephanie, golf, camcorder to analyze strokes, took 10 strokes off her game; Rick trip to Maine, sail every day; Jim Ferro, new house; Flip Wash DC heat wave, flyfishing WY, wildlife: elk, buffalo, moose, beaver, antelope; Steve M golf,

stepdaughter firstborn ⇒ Steve's a granddad!, patio door started in May, still going (stain/urethane...); Steve T busy back & forth to Indiana 4 times, planning Dec ski trip to Tahoe, working with Wayne in New Orleans, baby doing great, personality plus; Barb working too hard, vacation cruise to Bermuda (7 days).

ACTION ITEMS

Went through action items (see revised list at end of minutes).

PERSONNEL CHANGES

EPA rep started this week, although has not been appointed officially, don't have a name yet. Wayne was transferred to the UST program as SDIV did not see a need to have two full-time personnel on Orlando with work winding down. Nancy decided to pursue private sector, working for EPA in PR. We'll miss you Nancy and Wayne!!

TRAINING

Stephanie prepared a training block to permit OPT to handle the changes in personnel that we recently experienced. Jim Ferro suggested that the Team revisit ground rules, mission, vision to see if everything is still relevant for the Team. Stephanie needs agenda prior to meeting. Rick wants Dave to interact with UIC more proactively to prevent unnecessary effort by CH2Mhill in prep/submittal of variance/permit for KmnO4. (Type in ground rules for team review). Flip wanted the team leader to commit to keeping the team focused on the agenda item at hand and keep moving the Team forward. Steve M wanted nonconflicting, crystal clear regulations, therefore perfect. Steve T wants regulators to take the occasional risk. Barbara wants brief meetings, since the project is 85% complete. Dave: EPA needs to back up FDEP on regulations. Flip: FDEP needs to be able to make decisions at the table. Discussion: FDEP has far less authority than EPA. Steve T: wants healthy snacks. Dave: need contractors to provide data summary sheets/options prior to meetings so that meetings can be more productive; would better facilitate decision-making. Team agreed to provide two weeks prior to meeting whenever possible. Stephanie: needs respect, feels unappreciated and that Team members don't appreciate her knowledge; tried to resign, but persuaded to stay on. Flip: training needs to be a part of every meeting, all team members will participate (SDIV is committed to training). Flip: decision-making should be done not only at meetings, but on the phone (or email). Flip: all team members need to be present for entire meeting or have team permission to be absent for specific portion of meeting. Dave: needs to have the Navy identify items that are time critical for planning purposes. Navy will commit to giving DEP the date parcels are scheduled for transfer – this will assure that LUCs and FOSTs are completed prior to transfer date. Stephanie: need to provide her with action item status (old/new) for her report, when minutes go out.

UST/IR/TRANSFER UPDATE (see handout)

Bldg 2080 SAR: Dave 8/21/01 letter response to SAR; he commented that there are no vertical extent wells.

Bldg 7125 AI: Dave to review SRR for Bldg 7125 (submitted 6/29/01) and bldg 7241 review SRR.

Bldg 7174: AI: Steve T to find out status of tech memo for MBTE contamination

OU 3: installed wells at both Sas: SA 9: thin clay layer (approx 1 foot) at 20 ft bls, no clay layer at SA 8 (see **handout**).

AI: Dave to perform quick turnaround review of 39/40 SRR determine if NFA appropriate

SA 52. Dieldrin levels have decreased to 0.013 ug/l vs GCTL of 0.005 ug/l (see **handout**)

SA 54: site has been delineated!! Soil will be removed to 2 feet along excavation line and replaced with clean fill (see **handout**)

SA 36/39/17 (see 14 p **handout** for SA 39; 4 maps, 1 p **handout** for SA 17)

SA 39: PCE concentrations in shallow zone have decreased significantly, despite NA score of 11 versus 10 prior to oil injection. Intermediate TCE concentrations have not decreased significantly, although NA score has gone from 11 to 26. Cis 1-2 DCE concentrations increasing in B zone, too (degradation byproduct).

SA 17: PCE in shallow zone delineated to 1000 ppb. Cis-1,2-DCE and VC not delineated to east and northeast; will require additional delineation of cis-DCE and VC.

6 September 2001

Steve provided **handed out** tag maps for SA 52, OU 3, SA 2, and SA 36.

SA 52. Team agreed to re-overdevelop SA 52 to remediate dieldrin.

SA 36. At SA 36, benzene measured in OLD-36-37C at 24 ug/l. No obvious source, will reconfirm benzene, may have to consider delineation/remediation.

SA 18. At SA 18, there are PAHs and barium in soil at 4 locations. Need to define PAHs/barium in NE portion of SA to define limits of excavation. Groundwater upgradient wells indicate iron at concentrations of 8,380 to 5,900 ug/l: therefore, high iron concentrations at SA 18 are naturally occurring, and groundwater is NO LONGER A CONCERN. Thumbs up. Dave thinks he has a winner to present to his management. **AI: Dave** to present upgradient well data at SA 18 to FDEP management to get their concurrence for NFA on groundwater secondary standards.

REDEVELOPMENT. Dave Twedell of Nodarse & Assoc. spoke about development of Main Base. Need to abandon and reinstall monitoring wells at SA 36 and SA 39. Construction will start mid-October. By 12/1/01, will need to abandon some or all of the monitoring wells. Wells will not be able to be reinstalled for 3-4 months (will be able to maintain approx. quarterly sampling).

OU 2 FS (Mike Albert) Mike gave synopsis of FS (see 2 **handouts**). NO COCs for soil, surface water, sediment. There are several COCs for northern groundwater plume and southern plume. Discussed alternatives for both plumes and present worth costs. Discussed natural attenuation measurements and the value of NA data in the interpretation of groundwater conditions and best remedial alternatives. Mike made the point that we need to be careful

about the alternatives implemented, because we don't want to disturb natural processes that are already cleaning up the aquifer. Mike recommends a complete NA evaluation of OU 2 (only have NA data on selected wells in both north and south plume areas; and need to develop a transport model based on the latest NA data. May also have to add strategically placed monitoring wells to evaluate the center of plume areas, if necessary after NA evaluation.

For north plume: likely alternative is N-2 (native soil cover, LUCs, monitor gw/sw). For south plume: alternative S-2 (LUCs, monitoring), although may have to revisit alternative after thorough evaluation. **AI:** Dave talk with Greg Brown and discuss FS alternatives with FDEP management so we can get closer to a decision point on OU 2. **AI:** TT put together a groundwater monitoring plan (including NA) for OU 2. **AI:** Barbara to check with EPA to see who will be reviewing the FS for OU 2.

FDEP should be able to provide FS comments by the next meeting, and FS should go final prior to end of calendar year. Barbara recommended that the more comprehensive NA study begin while FDEP begins evaluation of FS.

OU 4. The Proposed Plan will be updated in accordance with an internal TT review, by adding a table comparing alternatives and costs, adding a page presenting Remedial Goals in tabular form. OPT agreed to changes. **AI:** Steve M. contact Mr. Jaffee (RAB member) prior to DPT work at OU 4; may want to observe work.

OU 3. Jim Davis/Skip Martin (TT) telecon: described the results of the two borings at SAs 8 and 9 (see **handout**). Sheet piles have hanging wall, will do a 3D model to see effectiveness of sheet piles to assure arsenic plume is not flowing underneath the wall – model will determine depth of sheet pile. Modelling will be completed by end of September. Permeability testing has previously been completed, which will provide parameters for model. Funnel and gate will be under construction by end of year.

PARKING LOT: Steve T wants us to reduce paper, so please don't mail non-relevant paperwork to OPT members on a routine basis.

CRITIQUE/CHECKOUT/AGENDA

+’s	Δ’s
Good leader	Lightning strike
SA 18 groundwater resolved	Lack of transitioning: Wayne/Nancy
SA 54 delineation done	No EPA rep
Good Training	Healthy snacks needed
Barbara good job at RAB meeting	
Good to have Jim Ferro here	
Flowers	
SA 52 overdevelopment successful	
SA 39 data encouraging	

FUTURE MEETING SCHEDULE

October 30-31, 2001 – Orlando, FL (start at 1:00 on 10/30)
December 5-6, 2001 – Orlando, FL (RAB)

ACTION ITEM SUMMARY
July 2001

ACTION ITEMS (CARRYOVER)

1. Steve T. to schedule conference call next week to discuss permit/variance for KMnO4 full scale implementation (variance is on FDEP website). **Status: CH2Mhill will submit the variance application; question: will this require a rules change at FDEP?? Dave to clarify whether or not need to go thorough the variance process or submit RAP for approval with UIC (underground Injection Control).**
2. Steve M will conduct horizontal delineation across PAH contaminated zone at SA 54 and evaluate residential/nonresidential scenarios to see cost benefit of cleaning up to residential standards. **Status: achieving residential standards expensive and time-consuming; Army has no problem with restriction to non-residential. Done.**
3. For SA 16, Tetra Tech needs to put together a plan to address PAHs still left in ditches. (Ongoing) **Status: Paul Calligan handling out of TAL office; transferred already with non-residential restrictions; collect several more samples along ditch axis, soil removal, submit report: Done.**

ACTION ITEMS (FOR SEPTEMBER OPT MEETING)

1. **Mark S** will provide Steve M with summary of earlier Geoprobe work and possible data gaps (OU 4). **Done.**
2. **Dave** talk to George Heuler re UIC issues (OU 4). **Done.**
3. **Nick** will provide Dave with data at SA 16 so he can evaluate. **Done.**
4. Need response from FDEP for treatability study (sparge system) at Bldg 2080. **Nick** will check with Paul and reissue treatability study as necessary. SAR had been put together, reviewed and comments provided, SAR addendum for Bldg 2080 will be necessary. Action Item: **Tetra Tech to submit SAR Addendum.**
5. **Dave** provide contact with Central District for wetlands permit (OU 4). Wetlands delineation performed 97-98. **Done.**
6. **Mark S** to provide Steve T with wetlands data from OU 4 RI. **Done.**
7. **Mark S** will provide Jim D with specs on DC pump at OU 3 (no power source), don't know if they're suitable for long term continuous use. **Done.**
8. **Wayne** will check to determine whether Developer can provide power for pump at OU 3. **Done.**

ACTION ITEMS (NEW)

1. **Dave** to review SRR for Bldg 7125 (submitted 6/29/01) and bldg 7241 review SRR.
2. **Steve T** to find out status of tech memo for MBTE contamination at Bldg 7174.
3. **Dave** to perform quick turnaround review of 39/40 SRR determine if NFA appropriate
4. **Dave** to present upgradient well data at SA 18 to FDEP management to get their concurrence for NFA on groundwater secondary standards
5. **Dave** talk with Greg Brown and discuss FS alternatives with FDEP management so we can get closer to a decision point on OU 2.
6. **Steve M:** have TT put together a groundwater monitoring plan (including NA) for OU 2.
7. **Barbara** to check with EPA to see who will be reviewing the FS for OU 2
8. **Steve M.** contact Mr. Jaffee (RAB member) prior to DPT work at OU 4; may want to observe work
9. **Rick** send Stephanie agenda, action items each month

**ORLANDO PARTNERING TEAM
AGENDA
30-31 October 2001 – Orlando, FL**

Team Assignments		Support	Expected guests
Team Leader:	Steve McCoy		Dave Twedell, Nodarse & Assoc.
Gate/Timekeeper:	Steve Tsangaris		
Recorder:	Rick Allen		
Facilitator:	Stephanie Fraser-Beekman		
Tier II Link:	Flip Altman		

Time	Subject	Objective	Lead
Tuesday – 30 October 2001			
1:00	Check-In, Action Item Review	Administration	SM
2:00	UST/IR/Transfer Update	Information transfer	SM/BN
3:00	BREAK	Leg stretch	
3:15	SA 36/39/17 update	Information/Discussion	ST
4:15	OU 2	Information transfer	SM
5:00	End of day		

Time	Subject	Objective	Lead
Wednesday – 31 October 2001			
8:00	Training	Get smart!	DRSFB
9:00	Developer – Baldwin Park	Information transfer	Dave Twedell
9:30	SA 18, 54	Information transfer	SM
10:00	BREAK	Recharge batteries	
10:15	OU 4 update/DPT Campaign	Information transfer	SM/ST
10:45	OU 3	Information transfer/discussion	SM
11:15	Checkout/ next month's agenda/ (+/-)		ALL
12:15	End of Day		

In accordance with discussions during Training in September, here are the ground rules (Code of Conduct and Process) to review prior to the next meeting. Are changes needed to bring the Team up to date??

GROUND RULES

Code of Conduct

- Allow speakers to complete their thought.
- Be forthright (no hidden agendas)
- Be on time (10 cents per minute to be given to person who purchased refreshments).
- Invoke the 100 mile rule (avoid distractions; i.e., conducting non-OPT business).
- Be open and honest.
- Be professional.
- Bring Teammates up to speed.
- Use I statements.
- Be courteous to the speaker; no side conversations.
- Leave your ego and “business coats” at the door.
- Stay for the hard parts.
- Fix the problem, not the blame.

Process

- Team leader, Timekeeper and recorder rotate alphabetically progressing in this order: timekeeper, recorder, team leader, participant.
- Check-in: personal up-dates; read ground rules; review agenda, ground rules, action items and +/-.
- Proxy: Absent members have the discretion of designating a proxy to represent his/her views at the meeting. The OPT will not deliberately make a decision contrary to an absent member's known views or interests.
- Guests: All guests must be invited by the OPT. The sponsor is responsible to brief guest(s) on the OPT meeting process.
- The Team Leader to confirm that the sponsor has briefed guest(s) on the ground rules. If not, then provide guest(s) with overview of ground rules.
- The OPT and guest(s) shall recite the Ground Rules immediately after the Team Leader calls the meeting to order.
- Close-out: Draft agenda for next meeting; critique meeting; review action items.
- Distribute draft of minutes and Agenda within 7 working days of concluding the meeting. A master copy of the minutes will be maintained and rotated with the recorder.
- Comments or acknowledgment of receipt due back to scribe 7 days after receipt of draft.
- Final minutes and agenda distributed 7 working days before next meeting.
- An action item list with due dates will be maintained and updated monthly.