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NOTES FROM BASE REALIGNMENT AND CLOSURE TEAM MEETING DATED 9 JULY 2001
CNC CHARLESTON SC
8/6/2001
CH2MHILL

July 2001 BCT Meeting Minutes North Charleston, South Carolina

PREPARED FOR: Charleston Naval Complex BCT
PREPARED BY: Tom Beisel
DATE: August 6, 2001

The July 2001 BCT Meeting was held at the Charleston Naval Complex in North Charleston, South Carolina. The meeting began at 1315 on July 9, 2001, and concluded at noon on July 11, 2001.

Monday July 9, 2001

Presentation of Findings from Interview Process

Paul Plotczyk shared with the team the findings of his partnering study.

I-26/Remount Road redevelopment plan and implementations for remedial planning

Paul Bergstrand summarized the meeting he and Sam Naik had with the Navy and Air Force property management folks and SC DOT. Paul suggested that it would have been beneficial to have had a Navy BCT representative present at the meeting.

Spring 2002 SCDOT expects to start earth moving for construction. Construction may take up to 3 years. Invasive work will include bridge footings and digging for road construction. An old petroleum pipeline that crosses the Annex property will be abandoned and another pipeline will be installed. Paul was not sure of the location for the new pipeline.

David Scaturo said that DHEC expects that the Navy and its contractor would be responsible to interface with SCDOT.

Tuesday July 10, 2001

Discussion of Overall Team Mission Goals and Challenges Potential Barriers

Team discussed the reality of the schedule and what the team mutual goals are. Team also discussed how to shorten the review process by decreasing the number of documents.

Team separated into three sub teams for discussion. The subteams presented the following summaries from their break-out sessions :

Common Goals Subteam

Goal: Clean up base to applicable standards and transfer property as expeditiously as possible

Short Team Goals/Milestones:

- X% Property Transfer by April 02
- X% Property Transfer by Oct 1 02
- Final Transfer by _____?

Critical Success Factors

- Prioritize Tasks (Stakeholders)
- Best Use of Resources
- Manage Schedule and Uncertainty
- Resolve LUCs and Permit Revocation

Operating Guidelines Subteam

Rules of conduct :

- Focus on issues
- No hidden agendas
- Stay open minded

Meetings

- One speaker at a time
- Meeting agendas required with expectations on what is expected for resolution
- Come prepared
- Wrap up/conclusion time at end of meeting

Decision Making Process

- ID key team players
- Use consent approach to making decisions
- Need some team discussion as to what are the limits of authority and what decisions can be made at the table

Team Communications

- Each core team member can contact any other core team member. Any decisions made will be included in an email to other team members that should be informed.
- Monday morning calls are a plus but should be restricted to only those folks that need to be on the call.
- Practice self facilitation

Document Review Process Subteam

- David Scaturo and Joe Bowers will lead DHECs internal discussion on their internal process for review and where the process can be modified to improve efficiency
- Cite references/page numbers more often in the documents more for the benefit of the new team members. This will help focus the reviewer attention.
- Improve/Encourage use of GIS use within DHEC
- Set up a process to guide new reviewers
- A list of points of contact for reports that includes the preparers/reviews. Paul Favara will talk to Dean about a point of contact added to cover letter
- Develop a transparent schedule for submittals/review turn around and prioritize.
- See if we can drop Navy's cover letter. (Rob will send a letter stating that CH2M Hill/Jones is acting)
- A call after initial DHEC reading of a document
- Address global technical issues as soon as possible.
- David will initially coordinate who within DHEC reviews what. David wants the DHEC team to supervise themselves on getting the reviews done.

Brain Storming:

- Eliminate some of the documents
- Make existing process more efficient
- Check on outsourcing

David says that internally they have decided that the Navy/Hill needs to state in the document what land use controls they are using. The document must explain the approach.

Roles and Responsibilities

Tom and Jamelle will take the lead in setting up a ramp up process/training for DHEC new team members. Tom will take lead in presenting to DHEC CNC background/history issues as well as a training session within DHEC.

Review of Inorganics in Background Samples

Vijaya Mylavarapu presented a discussion on background concentrations for soil and groundwater. Vijaya handed out preliminary summary tables for background value.

Background samples were collected by Ensafe as part of the RFI at grid locations placed across the base outside of SWMUs and AOCs. Background data are available by zone for surface soil, subsurface soil and groundwater.

Background data sets were developed as part of the Rev 0 RFI reports following RCRA statistical guidance. UTL95%^s were calculated per medium and zone or for non-parametric data sets, a 2X mean value was determined as the background reference concentration. The highest detected values were often dropped from the data sets if it was considered an outlier. The number of samples by zone varied widely, from less than 10 to over 100.

CH2M-Jones is doing the initial screening using the RFI reference concentrations (Background Reference Concentration) as well as the background range of values for that zone. If a particular zones background data set is small, then the smaller data set will be combined with an adjacent zones background data set or with the base-wide background data set.

Background values for organics were not developed during the RFIs. Organic chemical data were collected at most of the grid locations. The reference concentrations were developed for inorganic chemicals only and not for PAHs, pesticides, or PCBs. PAH background values have recently been developed by CH2M-Jones. Additional PAH data have recently been collected from the railroads at CNC. Additional data for PAHs, As, and Cu have also recently been collected in Zone K -Naval Annex.

When site sample concentrations are below the Background Reference Concentration (BRC) or below the range of background values, then the chemical is not considered a COPC. The range of background values may be from the zone or combined with the background values from adjacent zones or with the base-wide background values.

DHEC requested that the inorganics memo be issued to the team and to also include in it the RFI reference concentrations (RCs) for comparison.

Industrial and Residential Zoning

Dean Williamson presented the current base zoning, as determined by the City of North Charleston. The only zoning that provides for any residential use is the Commercial Redevelopment District (CRD), which allows for limited residential use. The zoning for the base is provided as a theme in the CNC GIS.

A question was raised about whether different non-residential uses, such as industrial or commercial areas, would need to have different cleanup levels. Dean explained that the assumptions used in the EPA Superfund risk assessment process for developing safe

cleanup levels for industrial use are also sufficiently conservative for other non-residential use, such as commercial or institutional activities.

Documents Scheduled for review – prioritization and schedule

Gary and Dean presented to the Team the current schedule. The Team updated the schedule. Hill will send DHEC a copy of the schedule this Friday.

Gary presented the current detailed schedule for the project.

Wednesday July 11, 2001

Debrief on RAB meeting

Keith presented his observations on the RAB attended Tuesday July 10, 2001.

Observations made:

- Lack of citizen participation was a negative
- Community board member interest was a positive
- Presentations were well done
- RDA's involvement in the board is still a question

Project Manager's Meeting

Building 79 FOSL: Team discussed Paul Bergstrands concerns about the lack of information on the facility from the mid 1950's to mid 1960's. Tony says the building was likely used for industrial purposes and is planned to continue being used for industrial purposes. It was agreed that sewer cross connects were not of concern based on the two previous studies. Grates at doorways were likely connected to the roof drainage system that discharges to the stormwater system. Paul Bergstrand agreed that none of these concerns will hinder the property leasability.

Robert Ryan updated the team on the status of RDA projects. Dry Docks 3 and 4 will have a geotechnical study. Hobson Tank farm will be surveyed very soon. June 7 RDA signed a memorandum of agreement with the City of North Charleston. Land still needs to be surveyed and appraised. Many stormwater and wastewater improvement projects are in progress, these projects are identified in the Davis and Floyd reuse plan. Cosgrove gate entrance is still in the planning stage. Building 76 (IRO building) will be demolished.

Action Items:

- CH2M/Jones will verify that Ensafes has the CH2M Hill database for their use in the Zone J study.
- Rob Harrell will check on whether Navy can stop issuing the cover letters for Hill/Jones submittals. Date July 13, 2001 letter will be issued.
- Gary, Dean and Tony will draft target goals for the Team. Date no later than the next BCT. Draft will be issued no less than a week prior to BCT.
- Paul Plotczyk will pull together breakout sessions for next BCT meeting.
- Orient new DHEC team members.
- GIS training for DHEC - schedule in Monday 7/16 call
- DHEC document review process and roles/responsibilities by next BCT (David Scaturo/Joe Bowers).
- Gary and Dean will update the document tracking sheets and email to Team by July 13th.
- DHEC - distribute backlog workload priorities - provide in the Monday 7/16 conference call.
- Paul Favara and Jamelle Ellis will discuss changing the confirmation sampling approach at SWMU 44 so that we can avoid having and excavation stay open for a number of weeks waiting for closer.