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MINUTES FROM ORLANDO PARTNERING TEAM MEETING ON 17 JANUARY 2007  
(PUBLIC DOCUMENT) NTC ORLANDO FL  
1/17/2007  
NAVFAC SOUTHERN

## ORLANDO PARTNERING TEAM – MEETING MINUTES

Date: 17-18 January 2007  
 Location: Charleston, SC  
 Team Leader: Dave Grabka  
 Gatekeeper/Timekeeper: Teresa Grayson  
 Recorder: Sam Naik

| OPT Members     | Support Members                  | Guests |
|-----------------|----------------------------------|--------|
| Greg Fraley     | Allan Jenkins, TtNUS (by phone)  |        |
| Dave Grabka     | Karen Baer (Terraine) (by phone) |        |
| Teresa Grayson  |                                  |        |
| Sam Naik        |                                  |        |
| Barbara Nwokike |                                  |        |

### Check-In

### Safety Topic

#### Action Item Review

Dave led the Action Item review discussing carryover items and actions items developed in September 2006, noting completion or assigning new due dates as appropriate.

#### Status of Action Items Carried Over from September 2006 Meeting:

1. Jeff Myers to review MOA between Navy and Army for SA 54 to determine if USEPA needs to be involved. **Ongoing – Navy Legal reviewing**
2. Sam to distribute Draft OU4 Work Plan in Word format for comments by OPT in September 30, 2006 – **Completed; replacement pages for Final WP being distributed week of March 12, 2007.**
3. Scott Henson (Bhate) to submit O&M Plan to Navy for Operation of SA2 PHOSter system – **Completed.**
4. T. Grayson to coordinate new well locations for SA 38 with J. Classe by October 14. **Ongoing.**

#### Status of Action Items developed in September 2006

1. **Teresa** to email Barbara comprehensive map of OU 2, showing property boundary, landfill boundary, restriction areas, access required areas, and treatment areas – **September 19, 2006.- COMPLETED**
2. **Sam** to provide details of soil cover activities completed at OU 2 to Teresa – **September 18, 2006.- COMPLETED**
3. **Teresa** to revise OU 2 Proposed Plan and distribute red-line strike-out copy to team by email to concur with revisions by **October 30, 2006 - COMPLETED**

4. Proposed Plan for OU 2 to be sent for Public Comment period December 1 – 30, 2006 with copies sent directly to RAB members at that time. ***Teresa – November 30, 2006.- COMPLETED***
5. ***Barbara*** to contact Baldwin Park Development Company regarding plans for additional well repairs and replacement at OU 3 and well construction logs for previously replaced wells – ***September 19, 2006.- COMPLETED***
6. ***Jim Young*** to email the previously submitted OU 3 damaged well status to Barbara – ***September 15, 2006.- COMPLETED***
7. ***ALL*** – provide copies of OPT meeting presentations by email to Teresa or post to ftp site with instructions to Teresa – ***September 20, 2006.- COMPLETED***
8. ***Teresa*** to post OPT meeting presentation to IR Portal and email team when available – ***September 22, 2006. -COMPLETED***
9. ***Barbara*** to send Teresa Bhate reports – ***September 20, 2006.- COMPLETED***
10. ***Teresa*** to distribute signed signature page for the SA 39 Decision Document to the team – ***September 22, 2006. - COMPLETED***
11. ***Greg*** to email the updated SCAP to the team – ***October 9, 2006.*** – TBD by February 28, 2007.
12. ***Dave*** to send Greg approval letter for the SA 17 Work Plan – ***September 18, 2006.- COMPLETED***
13. ***Navy*** to send SA 52 recorded deeds to FDEP – ***when available. ONGOING***
14. ***Barbara*** to send Teresa copies of recent OU 3 deeds – ***September 20, 2006. COMPLETED***
15. ***Teresa*** to send Dave copies of all FDEP correspondence received since March 2006 – ***September 22, 2006. ONGOING***
16. ***Teresa*** to review OU 3 restriction language and email Barbara whether or not it is the preferred language to provide the City of Orlando for their use near SA 17 – ***September 21, 2006. -OBE***
17. ***Barbara*** to send OU 3 restriction language (if selected as preferred language) to Bruce for the City of Orlando’s use on their property near SA 17 – ***September 22, 2006.- OBE***
18. ***Sam*** to send OU 4 survey results to Teresa – ***September 22, 2006. -COMPLETED***

### **Operable Unit 3 – Status of Monitoring Wells**

Teresa presented information on the status of OU3 monitoring wells and indicated that Nodarse installed four wells in October '06. Terraine sampled the wells during December '06 and the draft analytical data had been received as of January 17, 2007. Potentiometric maps will be generated after the top of casings of the newly-installed wells are surveyed.

### **City of Orlando Investigations in Area C**

Barbara updated the team on the City of Orlando's soil investigations conducted on the southwestern portion of Area C. She indicated that the City is evaluating the deed restrictions imposed on the property.

Teresa indicated that some detections noted in the City's soil sampling analytical results may need consideration by the OPT.

### **Operable Unit 4 Vadose Zone Soil Investigation**

Allan Jenkins (Tetra Tech) provided a summary of the vadose soil investigation activities conducted at Operable Unit 4 June through November 2006. One surface soil sample from 1-2 feet exceeded the SCTL for industrial land use. All samples at 6-7 feet exceeded leaching to groundwater SCTL.

The team discussed the potential impact of the vadose zone soil contamination on the groundwater quality and contaminant concentrations in the area being treated by CH2M HILL with EOS® injections.

Sam Naik indicated that a newly-installed well downgradient of the vadose zone soil contamination would be sampled during the baseline sampling related to the EOS injection effort to verify if there is ongoing impact from the vadose zone soil contamination to the groundwater in that area.

The team decided that an evaluation of the cleanup technology for the vadose zone soil contamination be made by the OPT.

### **Update on Study Area 2 Treatment System**

Karen Baer (Terraine) provided an update on the repairs, maintenance and operation of the SA 2 PHOSter treatment system unit. Terraine checked the system on a weekly basis during January to improve performance, and will periodically download the operational data from the telemetry system in place.

The team identified the need to evaluate the findings from Bhate's quarterly and Final O&M Reports and revisit the monitoring well network currently in place. Dave recommended looking at the geochemical parameter trends in the site wells identified for abandonment, prior to their abandonment.

### **DAY 2 of the OPT Meeting**

#### **Update on Study Area 17 Treatment Effectiveness Monitoring**

Sam presented the status of bio remediation progress at SA17 based on the first quarterly treatment effectiveness groundwater monitoring. The EOS injections appear to be working well in the lower zone (Zone C) which had better distribution of EOS than the upper zone (Zone B). TCE concentrations showed considerable reduction in several Zone C wells and encouraging reductions in some other Zone C and Zone B wells. Site geochemistry shows conditions conducive to reductive dechlorination of site contaminant TCE.

The team agreed to have CH2M HILL evaluate the extent of the cis-1,2-Dichloroethene contamination in the area near the SA17 property boundary prior to site transfer/auction.

ACTION ITEM: Sam to provide explanation of J values associated with some significant detections during the baseline sampling at SA17.

### **Update on Study Area 38 Site Investigation**

Teresa provided an overview of the proposed SA 28 site investigation. Tetrattech proposes to install a few continuous multi-channel tubing (CMT) wells to investigate contaminant distribution vertically and horizontally. TetraTech will utilize Mr. John Classe's assistance in alerting the neighborhood residents about the work schedule. The site investigation will also look at the impact to the groundwater gradient from the nearby pond.

### **Operable Unit 2 Proposed Plan**

The team went over the OU2 Proposed Plan. The red-lined changes will reflect the soil cover construction by CH2M HILL and the latest groundwater data. Greg Fraley reiterated the need to provide simple language throughout the document to enable easy understanding of technical terms by the lay reader.

### **Decision Document Status**

Dave indicated that the signed and sealed NFA Report will qualify as the decision document for Study Area 52.

### **Exit Strategy/SCAP**

OPT went over the Exit Strategy and determined which dates needed to be modified.

### **Parking Lot**

Team discussed the SA54 Army-Navy MOA. Barbara indicated that it will be accomplished via a letter, based on discussions with the Army.

Based on FDEP suggestion, the team added a table of UST sites to the existing Exit Strategy Status table. Additional parking lot item discussed was the site transfer of OU2.

### **Critique/Checkout/Agenda**

| <b>+’s</b>                           | <b>Δ’s</b>                              |
|--------------------------------------|---|
| Large no. of COMPLETED action items. | Very few (bad weather hampered travel). |
| Technical presentations were good.   |   |
| Excellent host (Barbara)             |   |

### **Future Meeting Schedule**

Next OPT/RAB Meeting in **Orlando: March 14 - 15, 2007**

## ACTION ITEM SUMMARY

### Completed Items

1. **Teresa** to email Barbara comprehensive map of OU 2, showing property boundary, landfill boundary, restriction areas, access required areas, and treatment areas.
2. **Sam** to provide details of soil cover activities completed at OU 2 to Teresa.
3. **Teresa** to revise OU 2 Proposed Plan and distribute red-line strike-out copy to team by email to concur with revisions.
4. Proposed Plan for OU 2 to be sent for Public Comment period December 1 – 30, 2006 with copies sent directly to RAB members at that time.
5. **Barbara** to contact Baldwin Park Development Company regarding plans for additional well repairs and replacement at OU 3 and well construction logs for previously replaced wells.
6. **Jim Young** to email the previously submitted OU 3 damaged well status to Barbara.
7. **ALL** – provide copies of OPT meeting presentations by email to Teresa or post to ftp site with instructions to Teresa.
8. **Teresa** to post OPT meeting presentation to IR Portal and email team when available.
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11. **Navy** to send SA 52 recorded deeds to FDEP.
12. **Barbara** to send Teresa copies of recent OU 3 deeds.
13. **Sam** to send OU 4 survey results to Teresa.
14. Scott Henson (Bhate) to submit O&M plan to Navy for operation of SA 2 PHOSter system.

### Deleted Items

1. **Dave** to send Greg approval letter for the SA 17 Work Plan.

### Ongoing Items

1. Jeff Myers to review MOA between Navy and Army for SA 54 to determine if USEPA needs to be involved.
2. **Teresa** to send Dave copies of all FDEP correspondence received since March 2006.
3. **Teresa** to review OU 3 restriction language and email Barbara whether or not it is the preferred language to provide the City of Orlando for their use near SA 17.
4. **Barbara** to send OU 3 restriction language (if selected as preferred language) to Bruce for the City of Orlando's use on their property near SA 17.

5. T. Grayson to coordinate new well locations for SA 38 with J. Classe.
6. Teresa to draft MOA for SA 54 for Navy legal review.

**New Action Items (January 2007)**

1. Allen Jenkins to provide explanation of J qualifiers for OU4 Vadose zone soil investigation results (for the sample from the 3-4 bgs interval)
2. Sam to provide explanation of J qualifiers for SA17 groundwater analytical results from the June 2006 event.
3. Team to evaluate Bhate's fieldwork vs. recommendations in their final O&M Report for SA2.
4. CH2M HILL to conduct additional sampling and possibly add new wells in the downgradient part of the dissolved plume at SA17 (near property boundary).
5. Teresa to reference Feasibility Study report in the Proposed Plan for OU2.
6. CH2M HILL to sample new injection well located near the vadose zone soil contamination area at OU4.

## GROUND RULES

In accordance with discussions during Training in September 2001, here are the ground rules (Code of Conduct and Process) to review prior to the next meeting.

### 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.