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NTC ORLANDO
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MINUTES FROM ORLANDO PARTNERING TEAM MEETING ON 14 MARCH 2007 (PUBLIC
DOCUMENT) NTC ORLANDO FL
3/14/2007
NAVFAC SOUTHERN

ORLANDO PARTNERING TEAM – MEETING MINUTES

Date: 14 March 2007
 Location: Orlando, FL
 Team Leader: Greg Fraley
 Gatekeeper/Timekeeper: Dave Grabka
 Recorder: Teresa Grayson

OPT Members	Support Members	Guests
Greg Fraley	Karen Baer (Terraine) (by phone)	Dan Dashtaki, City of Orlando
Dave Grabka		Alan Oyler, City of Orlando
Teresa Grayson		
Sam Naik		
Barbara Nwokike		

Check-In**Safety Topic****City of Orlando Visitors**

City of Orlando guests Alan Oyler and Dan Dashtaki presented preliminary plans for use of property at Herndon Annex. City is looking to build training facility near SA 2. Training will be for TSA, police, fire department. The City is currently working with police department to site the facility; already getting the Environmental cut-out parcel and looking to get additional property SA 2B. Inside firing range, training facility. Plan includes retention pond, parking, and building. Trying to get FAA to transfer property back to City for this use.

Alan R. Oyler, P.E.
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Alan will send Navy letter outlining their understanding of the Navy's plans for remediation.

Action Item Review

Greg led the Action Item review discussing carryover items and actions items developed in January 2007, noting completion or assigning new due dates as appropriate. See complete action item summary at end of minutes.

Action Items Developed in January 2007

1. Allan Jenkins to provide explanation of J qualifiers for OU4 Vadose zone soil investigation results (for the sample from the 3-4 bgs interval) - **COMPLETED**

Explanation provided. Data validation qualifier J indicates an estimated value. The value can be estimated for several situations. The sample result in question was not qualified by the laboratory but data validation noted the temperature blank was out of compliance. The samples were collected, placed in a cooler with ice, and immediately dropped off at the local laboratory. The temperature blank was >4degrees C upon receipt. It was determined to be a factor of the temperature blank not being on ice long enough to reach 4 degrees C which is why the sample result was not rejected.

2. Sam to provide explanation of J qualifiers for SA17 groundwater analytical results from the June 2006 event. - **COMPLETED**

Explanation provided. The laboratory diluted the sample and by the time the lab went back to rerun the analysis, the holding time had expired.

3. Team to evaluate Bhate's fieldwork vs. recommendations in their final O&M Report for SA2. -**CARRY OVER**
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). -**CARRY OVER**

Sam will update the plan and determine whether an additional downgradient well will be required. Sam indicated that a sewer line leak is effecting groundwater flow direction. A round of water level measurements is planned for next week. Sam will evaluate the water level data to determine the location of new well(s). The well with the previous cis-DCE hit will be sampled again including NA parameters.

5. Teresa to reference Feasibility Study report in the Proposed Plan for OU2. -**CARRY OVER**
6. CH2M HILL to sample new injection well located near the vadose zone soil contamination area at OU4. - **COMPLETED**

Status of OU 2 Petroleum Release

Karen (via phone) updated the team on the petroleum release discovered in January at OU 2 upon closing the Boggy Creek Golf Course. Preliminary soil results indicated TRPH at 21,000 mg/kg.

Discussion of petroleum release at OU 2 - team

Team discussion of how to handle the recent petroleum release. If the City indicates that they accept responsibility, the City will handle delineation, remediation, and documentation; if the City indicates that they are not responsible, then it is a new site and should be handled as a

petroleum site. Barbara suggests that Tetra Tech delineate, CH2M Hill excavate, and Navy will seek reimbursement of costs from the City. Navy will send letter to City.

Action Item: Karen to prepare memo documenting OU 2 soil contamination and forward to Barbara for the Navy to send to the City of Orlando. – March 16, 2007

Update on LTM, O&M, Various Sites

Karen (via phone) provided site status updates:

SA 2 –

Mike Singletary revised sampling schedule which was followed during the March 2007 event. Two of the 10 wells to be sampled were destroyed (44 and 45) may need to reinstall. The PHOSter system has been running with no problems since January. Telemetry system provides a fax each morning on system status and also troubleshooting faxes are sent automatically when necessary. The 24,000 hour O&M visit is scheduled for this month. Some damage to piping in Zone 7 due to utility company work. Repairs were made at the beginning of February. Monitoring wells 02A, 03A, 05A, 07C, 38C, and 49C are buried, 51C, 54D, and 55D are missing, 44D buried. Wells 54D and 55D were last sampled in December 2005.

Discussion: Do we need to make an effort to properly abandon wells on GOAA property 54 and 55 buried by City road construction? Navy to draft letter copying the Water Management district requesting the wells be properly abandoned. Notify GOAA about damaged wells, we formerly request you locate and properly abandon these wells, list contamination, survey data. Karen will provide map of damaged wells.

Action Item: Karen to provide site map indicating locations of damaged wells.

Action Item: Teresa to provide well construction and survey data, list of historical contaminants, and any other information for inclusion in Navy letter.

Action Item: Barbara to send letter to GOAA copying City of Orlando Water Management district requesting proper abandonment of buried wells.

SA 36/39 –

Karen indicated that the monitoring reports recommend a reduction of parameters, particularly NA parameters annual rather than semi-annual. Dave – thought SA 39 recommendation was for annual anyway, but was actually just for NA to annual.

Dave – SA 39 based on flatness of data, ready to approve annual for all not just NA. SA 36 warrants more semi-annual. NA parameters annual, thumbs up.

OU 1 – recommend reduction of parameters leaving only metals. Will wait for report before deciding. Sampling approvals will be documented in review letter.

OU 3 – still need well survey data from Baldwin Park.

Update on Study Area 17

Sam provided an update on SA 17 EOS injection. Well MW-54C results look good, TCE decrease, cis increase. C zone looks good. Wait for results of April event, if needed may do additional injection in the B Zone. Do we want to add DHC? If no NAPL anymore (Dave). Dave asked if the extraction well was sampled. No. Extraction was performed in the hottest spot. Dave suggests sampling the extraction well.

Schedule for upcoming field efforts

Sam indicating the following plans:

OU 4 – performing EOS injection shallow and deep separately.

Action Item: Have conference call with Mike Singletary, Chris Pike, Sam Naik, Teresa Grayson and others as needed to discuss the OU 4 optimization component of the project.

OU 2 – EOS implementation by summer

Administrative Record On-line

The NTC Orlando Administrative Record is now available on-line at <http://dws.navy-env.com>.

The following information is required for login:

Username: orlando

Password: Orlando

The password is case sensitive.

Exit Strategy/SCAP

Team went over the Exit Strategy and updated as necessary.

Future Meeting Schedule

Next OPT Meeting in Atlanta at CH2M Hill new office **June 5 – 6, 2007**

Next OPT/RAB Meeting in **Orlando: September 12 - 13, 2007**; special meeting RAB adjournment

ACTION ITEM SUMMARY

On-going Items

1. *Navy* to send SA 52 recorded deeds to FDEP – *when available*. **ONGOING**
2. *Sam* to provide OU 2 deliverables documenting soil cover activities and 2004/2005 investigation activities to team. **ONGOING**
3. Proposed Plan for OU 2 to be sent for Public Comment period with copies sent directly to RAB members at that time. Following EPA approval. **ONGOING**
4. Teresa to draft MOA for SA 54 for Navy legal review. **ONGOING**

Carryover Action Items

1. *Sam* to provide OU 2 deliverables documenting soil cover activities and 2004/2005 investigation activities to team. **Need new date**
2. Proposed Plan for OU 2 to be sent for Public Comment period with copies sent directly to RAB members at that time. Following EPA approval. **Need new date**
3. Teresa to draft MOA for SA 54 for Navy legal review. **Need new date**
4. Team to evaluate Bhate's fieldwork vs. recommendations in their final O&M Report for SA2. . –**CARRY OVER**
5. CH2M HILL to conduct additional sampling and possibly add new wells in the downgradient part of the dissolved plume at SA17 (near property boundary). . –**CARRY OVER**
6. Teresa to reference Feasibility Study report in the Proposed Plan for OU2. . –**CARRY OVER**

Completed Action Items

1. Allan Jenkins to provide explanation of J qualifiers for OU4 Vadose zone soil investigation results (for the sample from the 3-4 bgs interval) – **COMPLETED**
2. Sam to provide explanation of J qualifiers for SA17 groundwater analytical results from the June 2006 event. - **COMPLETED**
3. CH2M HILL to sample new injection well located near the vadose zone soil contamination area at OU4. – **COMPLETED**
4. T. Grayson to coordinate new well locations for SA 38 with J. Classe. – **COMPLETED**

New Action Items (March 2007)

1. *Karen* to prepare memo documenting OU 2 soil contamination and forward to Barbara. – **March 16, 2007**
2. *Barbara* to send letter to City of Orlando documenting discovery of OU 2 petroleum release.
3. *Karen* to provide SA 2 site map indicating locations of damaged wells.

New Action Items (March 2007) continued

4. ***Teresa*** to provide well construction and survey data, list of historical contaminants, and any other information pertinent for SA 2 damaged wells to Navy.
5. ***Barbara*** to send letter to GOAA with copies to City of Orlando and the Water Management District requesting the proper abandonment of monitoring wells buried by road construction activities at SA 2.
6. ***Teresa/Sam*** to coordinate a conference call with Mike Singletary, Chris Pike, Sam Naik, Teresa Grayson and others as needed, to discuss the OU 4 optimization.

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.