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DRAFT MINUTES FROM WEB CONFERENCE PARTNERING TEAM MEETING DATED 17  
JANUARY 2007 CSS PANAMA CITY FL  
1/17/2007  
TETRA TECH

**Leader: Arturo**  
**Scribe: Denise Slowick**  
**Timekeeper: Tom**

| Item | Description  | Presenter           | Time          | Category |
|------|--|---------------------|---------------|----------|
| 1    | Check-In/ Opening Remarks/ Resource Sharing/ Announcements/ Head Count and Proxies/ Guests/ Review Ground Rules/ Action Item & Parking Lot Review/ Approve minutes/Agenda changes  | Arturo              | 10:00-10:15   | Info     |
| 2    | Petroleum Site Update – AOC 2, G300, USTs 1 and 3 (Sites 278 and 325)  | Larry/John/<br>Bill | 10:15-10:30   | Info     |
| 3    | Non-Petroleum Site Update <ul style="list-style-type: none"> <li>• SWMU 10/AOC 1 SOB</li> <li>• SWMU 10/AOC 1 LTM</li> <li>• SWMU 3 SOB</li> <li>• SWMU 2 RFI Addendum</li> <li>• SWMU 2 IM Report (soil removal)</li> <li>• SWMUs 3/9/10/AOC 1 RFI Report (Addendum, Rev. 1)</li> <li>• Confirm future work at SWMU 2 - need deadline for NSA PC LUC process – Jan 31.</li> </ul> | Tom/Bill            | 10:30-11:15   | Info     |
| 4    | Tier II Update   | Rich                | 11:15-11:30   | Info     |
| 5    | ERN Project Validation Team (EPVT) FY08 Project List   | Bill                | 11:30-11:45   | Concur   |
| 6    | CAMP/Exit Strategy Update  | Bill                | 11:45-12:00   | Concur   |
| 8    | Meeting Closeout – review action items, consensus items, +/-, next agenda  | Arturo              | 12:00 – 12:15 | Info     |

NA = Not applicable

**Meeting Schedule:**

Draft Web Conference Minutes  
Naval Support Activity Panama City Partnering Team  
January 17, 2007

**Attendees:**

Tracie Bolanos, Mike Clayton, Bill Gates, Tom Johnston, Rich May, Arturo McDonald, John Robinson, Denise Slowick, Larry Smith (UST update only), Gerry Walker (SWMU 2 update only)

**Absent:**

Pete Paznokas

**Item 1 - Check-In – Arturo**

Arturo did an abbreviated check in to get the meeting discussions started. There were no changes to the Agenda.

A review of Action Items from the Sept. 13<sup>th</sup> meeting was lead by Tom Johnson.

A review of the November Action Items from that meeting followed.

Nov. Action Item #1 was completed.

Action Item #2 – Tracie didn't want to see until Tech Memo was issued - Bill has scoped new work for TtNUS to revise documents

Action Item #3 – Can the Administrative Record be posted on the web? – Bill talked to legal counsel and it can be kept on the base. Yes – but the official information repository is at DEP – Tracie said it's news to her that they were to keep the records. Tracie will look into this with John. The team agreed that there would be two contacts on the SOB for public access to the site-related documents: 1) The FDEP (Tracie Bolanos) and 2) NSA PC (Arturo will provide point of contact information).

Bill was asked by Arturo if they have given the go ahead for TtNUS to update the Administrative Record and it was noted that funding has not come through for this task yet.

Tom asked if the SOB should be held up if the Admin Record is not up to date because TtNUS will need time to update this record and that it can't be done quickly.

The Team agreed that if we get a request for something in the Admin Record (which never really happens) we can find the document for the requester.

**Action Item #1: Arturo will get the correct contacts and addresses for the Administrative Record (to be listed in the SOB)**

**CONSENSUS Item #1** : Approval of the meeting minutes from the last 2 meetings (Sept. and Nov.) was reached.

**Item 2 - Petroleum Site Update – Larry/John/Bill**

**AOC2**

Larry indicated that the RAP Report is in its final stages.

Larry and Mike Jaynes visited AOC2 yesterday and saw that the building is finished, being occupied and the parking lot is finished.

**USTs Sites 1 and 3**

Bill is working up comments and Emily is putting together a proposal to send to Tracie to let FDEP know what they think needs to happen. These systems should be shut down to rest and samples should be collected in March. Monitoring in the spring should show that they don't have to use the systems

anymore. Arturo questioned “after we turn off the system will we keep sampling?” and Bill indicated that yes, “after sampling (for rebound effect) we will decide whether to turn on the system again”. Tracie asked what Bill was proposing and Bill responded that the pumps should be shut off and the system allowed to rest. Then we would sample and use the risk guidance on whether to keep monitoring. Tracie said that according to the petroleum rule you have to sample (quarterly monitoring – minimum of 4 sampling events) for 1 year and after 2 sampling events of clean samples you can go for NFA.

### **Dual Phase Vacuum Trailer**

Arturo asked John and Larry about the pump trailer (vac pump trailer), whether we still needed it on the base? John needs to talk to Contracts first to make sure no one in NAVFAC SE needs it.

Larry stated that he does not think we need it again for Site G300.

John noted that if the state needs it there is a way to get it. Federal has first dibs then the State can request it. Tracie will contact Sylvia to see if they want it for the state at Tendall.

Arturo wanted the process to be stated so it can be started and Mike indicated that he will talk to SouthDiv’s property disposal office to see how to get this done. Tracie asked if the state had to pay money for it and John said it no that it would be a direct transfer.

Sylvia Parsentny with Tendall will contact Arturo regarding the vac pump.

Larry will get a copy of the unofficial manual and a key to Arturo.

### **Item 3 – Non-Petroleum Site Update – Tom/Bill**

#### **SWMU 10 AOC 1**

SOB comments were incorporated and distributed. Tracie needs to look at the changed sections and make sure the comments were addressed and approve.

The SOB needs to add the correct admin record and info. Repository contacts and addresses.

Tom reviewed the changes that were made due to the response to comments on the SOB.

Tracie indicated that she still needs to read over the changes made and approve it.

There has been recent monitoring at MW2 and Bill is still reviewing the 1<sup>st</sup> round report then Tracie will have it. Tracie would like a phone call on data coming out so she doesn’t have to write letters again.

Bill needs the public comment period from Tracie before the SOB can go Final.

### **Action Item #2: Tracie will get the public comment period dates from John**

#### **SWMU 3**

The SOB is already in and waiting on comments from DEP. Tracie indicated that she will get to this by mid February.

#### **SWMU 2**

On the RFI Addendum Tracie has given comments and Gerry has drafted responses. Bill said the response to comments should be returned to Tracie by today or tomorrow. Tracie said that FDEP does not accept the poor quality aquifer position taken by the Navy and Bill understands.

Arturo asked about an e-mail he sent about trees to Bill asking if we can we remove them? Bill will check with Van and see what is in the contract.

### **Action Item #3: Gerry/Bill will get the response to comments on the SWMU 2 RFI Addendum to Tracie and Bill will check with Van to determine what is in the contract regarding tree removal.**

On the IM Report Bill has received an approval letter from FDEP/Tracie.

#### **SWMU 3/9/10/AOC1**

RFI Addendum Rev. 1

Tracie indicated that she has commented and is waiting for responses. Bill will get responses back to Tracie.

## **Action Item #4: Bill will provide responses to FDEP comments on the RFI Addendum Revision 1 for SWMUs 3/9/10 and AOC 1.**

### **Future work at SWMU 2**

Tom indicated that additional work needs to be done and new wells put in. Funding should come through and a plan for the field work needs to be written and approved. We are waiting on funding. Bill indicated that TtNUS has prepared a Response to FDEP comments on the RFI Addendum, but he wanted to discuss it Gerry before the Response to Comments was submitted. Gerry Walker joined the conversation concerning SWMU 2. Tracie asked what the issue is concerning the Response to Comments. Bill said that it had to do with comment 2 and implementation of the LUCs. Gerry responded that the FDEP comment indicated that no intrusive actions would be done at the site without FDEP permission but he felt that it should be worded that no intrusive action should be taken at the site without FDEP notification. His interpretation was that the navy was obligated to notify FDEP but that permission was not always required. For instance in "time of war" the navy could do what was necessary as long as FDEP was notified. Bill indicated that he needed to discuss this with Navy council and that a response to comment would be sent out soon. Tracie said it will most likely be fine and that the details would be worked out during writing the LUCs between the lawyers. Arturo asked if the SOB was sent to Steve Beverly and Bill said it wasn't yet.

Tom stated that we need to know the NSA PC LUC plan and Arturo said he will draft something up by the January 31, 2007.

## **Action Item #5: Arturo will draft up the NSA LUC Plan by January 31<sup>st</sup>.**

### **Item 4 – Tier II Update – Rich**

Rich indicated that there is not much to report, he was not present at the last meeting in Orlando, but reviewed the meeting minutes. At the last meeting the only comment on NSA PC team was about the schedule for SWMU 2 but it seems to be OK because the team is addressing it. Tier II sent out a supplemental request for the exit strategy and updates are due next week. The next tier II meeting is scheduled for March 2007.

### **Item 5 – ERN Project Validation Team – Bill**

Bill sent out an email for future plan of the base and \$ - sent during Christmas - any comments let him know.

### **Item 6 – CAMP/Exit Strategy Update – Bill**

The Exit Strategy looks different then before because now the UST sites stand alone. If there are any comments let Bill know as he will be forwarding to Tier II before next week.

## **Action Item #6: Bill will send the Exit Strategy to Tier II.**

Bill asked if the Petroleum Program had to submit an annual site management plan because it hasn't happened recently or will the information we are submitting on the exit strategies be enough? Rich explained that the information will be extracted and put into a plan. Bill asked who and Rich said it sounded like a Robbie question.

On SWMU 2 Bill indicated that the Remedy in place is the one thing the Navy wants to happen!! There will be funding issues – if it gets funded this month everyone will need to turn around fast so this can happen!

**Item 7 – Meeting Closeout – Arturo**

The Team went through the Action items created by this meeting.

The next meeting will be held in Tallahassee on March 28<sup>th</sup> and 29<sup>th</sup>.

28<sup>th</sup> – 12:00 - 5:00

29<sup>th</sup> 8:00 – 12:00

A Draft agenda will be sent out closer to the March meeting.

Action Items will be sent out with meeting minutes by early next week.