

	PROJECT NOTE NO. PN-0145-63/PN-0193-06 CLE-C01-01F145-I2-0053 CLE-C01-01F193-I2-0004	PROJECT NO. 01-F145-H6/01-F193-H6																								
CONFIRMATION OF:	CONFERENCE X TELECOM OTHER	DATE HELD <u>17 November 1992</u> DATE ISSUED 10 December 1992 RECORDED BY Charles Flagg/CH2M HILL PLACE Santa Ana																								
SUBJECT	Remedial Project Manager (RPM) Meeting Minutes Contract Task Orders (CTOs) #0145 and #0193 Marine Corps Air Station (MCAS) El Toro Remedial Investigation/Feasibility Study (RI/FS) and Resource Conservation and Recovery Act (RCRA) Facilities Assessment (FEA)																									
PARTICIPANTS: (* DENOTES PART-TIME ATTENDANCE)																										
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">A. Piszkin/Code 1812.AP</td> <td style="width: 33%;">J. Dolegowski/CH2M HILL</td> <td style="width: 33%;">M. Arends/CH2M HILL</td> </tr> <tr> <td>B. Johnson/NEESA</td> <td>L. Nuzum/Code 1812.LN</td> <td>E. Baquerizo/Bechtel Corp.</td> </tr> <tr> <td>M. Alonzo/DTSC</td> <td>R. Herndon/OCWD*</td> <td>LTCDR L. Serafini/MCAS El Toro</td> </tr> <tr> <td>J. Price/Viar*</td> <td>J. Dubose/Viar*</td> <td>D. Chandler/Code 1812.DC</td> </tr> <tr> <td>C. Elliott/CH2M HILL-SAC</td> <td>L. Simon/Code 1811.LS</td> <td>J. Allen/Code 0231.JA</td> </tr> <tr> <td>C. Mitchell/MCAS El Toro*</td> <td>B. Avolio/CH2M HILL*</td> <td>J. Hamill/US EPA</td> </tr> <tr> <td>J. Broderick/RWQCB*</td> <td>C. Flagg/CH2M HILL</td> <td>R. Bryant/Viar*</td> </tr> <tr> <td>L. Miesner/CH2M HILL</td> <td></td> <td></td> </tr> </table>			A. Piszkin/Code 1812.AP	J. Dolegowski/CH2M HILL	M. Arends/CH2M HILL	B. Johnson/NEESA	L. Nuzum/Code 1812.LN	E. Baquerizo/Bechtel Corp.	M. Alonzo/DTSC	R. Herndon/OCWD*	LTCDR L. Serafini/MCAS El Toro	J. Price/Viar*	J. Dubose/Viar*	D. Chandler/Code 1812.DC	C. Elliott/CH2M HILL-SAC	L. Simon/Code 1811.LS	J. Allen/Code 0231.JA	C. Mitchell/MCAS El Toro*	B. Avolio/CH2M HILL*	J. Hamill/US EPA	J. Broderick/RWQCB*	C. Flagg/CH2M HILL	R. Bryant/Viar*	L. Miesner/CH2M HILL		
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	<p>A meeting was held on 17 November 1992 from 0900 to 1530 hours with representatives from MCAS El Toro, Naval Facilities Engineering Command Southwest Division (SOUTHWESTDIV), CH2M HILL, U.S. Environmental Protection Agency (EPA), Cal-EPA Department of Toxic Substances Control (DTSC), Regional Water Quality Control Board (RWQCB), Santa Ana Region, Naval Energy and Environmental Support Activity (NEESA), Orange County Water District (OCWD), Bechtel Corporation, and Viar & Company. These meeting minutes summarize the agenda items discussed; a copy of the agenda is attached.</p> <p>PARTNERING ISSUES</p> <p>It was noted that delays in returning telephone calls among team members was becoming a problem from time to time. A consensus was reached that all team members will try to return calls within 24 hours (by the end of the next working day). John Broderick stated that the area code for his voice mail number (782-4494) will change to 909.</p> <p>Several team members commented on the outcome of the Cost Reduction Meeting held in Palm Springs. The discussions are under review and no concrete developments have resulted thus far. Team members who attended the 3 November 1992 quarterly funding meeting at SOUTHWESTDIV felt that the meeting was beneficial. John Broderick/RWQCB stated that the CTO approach used by SOUTHWESTDIV is difficult for the regulatory agencies to understand. SOUTHWESTDIV will provide a listing of the CTOs, corresponding site locations, and the general scope of work for each CTO.</p>																									



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CURRENT ISSUES

October Meeting Minutes Review

The 22 October 1992 meeting minutes were discussed and a few revisions were discussed. All team members were requested to provide their comments on the meeting minutes to Andy Piszkin/SOUTHWESTDIV during the Data Quality Objectives (DQO) meeting scheduled for the next two and a half days. The October 1992 meeting minutes will be revised and issued to all team members.

A new documentation procedure was outlined whereby team members will be provided preliminary meeting notes, produced by LTCDR Serafini, within 1 to 3 days of the meeting. Team members should submit any comments on the preliminary meeting notes for inclusion in the official minutes, which are due within 10 working days. (The preliminary meeting notes are for the exclusive use of team members as a memory aid, and not part of the public record.)

Waste Management

The appropriateness of using Level III instead of Level IV data as a potential cost-cutting measure was briefly discussed. No decision was made, and further discussion was deferred to the DQO meeting, when Artemis Antipas/CH2M HILL would be present.

Discussion concerning what constitutes "background" was tabled pending availability of additional sampling data and consultation with a statistician. Bill Avolio indicated that samples containing the four highest concentrations of chromium have been resampled for chromium VI; however, this sample data has not been received. John Dolegowski/CH2M HILL stated that consideration was being given to the possibility of disposing of designated waste soil at Bee Canyon Landfill, a lined Class III landfill. The consensus of the team was that the waste should be held on-Station pending further discussion during the DQO meeting.

RI/FS Fieldwork

Bill Avolio stated that fieldwork is 95 percent complete overall. All wells are complete except multiport Well 10, a piezometer, and the Site 17 wells. Well 10 was drilled to 1200 feet to satisfy the wishes of OCWD and will be completed to a depth of 900 feet. Aquifer testing is 95 percent complete. Pump installations are 50 percent complete, and the remaining pump installations are dependent on delivery from the pump manufacturer. Groundwater sampling is approximately 45 percent complete. The last round of surface water runoff sampling is still waiting for a rainstorm of sufficient intensity to generate runoff at sampling locations. Of the sample data received to date, only one well development water sample, Well 45, contains detectable trichloroethylene (TCE).



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RI/FS Funding

Andy Piszkin stated that all of the Fiscal Year 1993 (FY93) Federal Facilities Agreement (FFA) work has been budgeted by the Navy, except the OU-4 Work Plan for the MCAS El Toro RI/FS and the Desalter Project. The OU-4 Work Plan is due by August 1993; however, if funding is not available for it by 01 January 1993, then a time extension for the FFA schedule will have to be requested. Discussion was tabled until the next meeting, at which time the project team will seek a consensus as to whether to redirect funding or establish a framework for supporting a *force majeure*. SOUTHWESTDIV will attempt to tie funding requirements to the CTO scope list to be developed to help the team in prioritizing work at MCAS El Toro and support any possible *force majeure*.

The planned additional aerial photograph analysis to be completed in 1993 will use yearly intervals as the incremental basis for photo interpretation. EPA attorneys are looking to see if there is a conflict of interest in Service Applications International Corporation (SAIC) doing the work.

The second round of groundwater monitoring has been budgeted and will be included in the next contract modification.

The Sampling and Analysis Plan (SAP) Amendment has been funded but has not been awarded due to continuing negotiations with the Jacobs Team. Award of the SAP Amendment is expected to occur around 26 November 1992.

John Dolegowski stated that we have been holding off drilling the Site 17 wells, since the seismic survey, which was included in the SAP Amendment, had not been funded. He proposed that drilling could begin as soon as it could be scheduled with the driller if the requirement to first complete the geophysics were removed. Then data for Site 17 could be received in time to incorporate it into the Phase I RI Technical Memorandum. The team decided to drill two downgradient wells at Site 17 immediately and evaluate whether the seismic survey is still required during Phase II.

OCWD Desalter Project

Roy Herndon/OCWD stated that the large spread between the Navy's and OCWD's cost estimates for the Irvine Desalter Project was discussed at a 9 November 1992 meeting with the Navy. OCWD is reevaluating its data and will provide additional documentation and an update to the *Engineering Service Report for the Irvine Desalter Project* at the next meeting with the Navy, scheduled for 9 December 1992. LTCDR Serafini stated that, since the Desalter Project has been proposed as the remedial measure for the groundwater contamination originating at MCAS El Toro, there is a need for OCWD's data to meet the requirements of the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA), such as public participation. Roy Herndon/OCWD sent Manny Alonzo a copy of the Environmental Impact Report (EIR) for the Irvine Desalter Project.



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<p>A. Piszkin</p> <p>A. Piszkin</p> <p>CH2M HILL</p>	<p><u>RFA Fieldwork</u></p> <p>Mike Arends/CH2M HILL stated that the last Resource Conservation Recovery Act (RCRA) Facilities Assessment (RFA) boring was being completed today for the original scope of work. Additional solid waste management units (SWMUs) have been discovered and are being investigated. The new SWMUs include:</p> <ul style="list-style-type: none"> o Building 359 - Trenches and spill area with possible TCE contamination o SWMU 300, near Site 3 - Trash and possible hydrocarbon contamination discovered during trenching operations to install water line at a new warehouse near Site 3 o Mark 21 Arresting Gear - Two hydraulic fluid pits on both sides of Runway 34-R. <p>Based on field observations, 8 SWMUs are potentially contaminated; however, laboratory data have not yet been received.</p> <p>Discussion concerning the RFA Decision Logic Diagram (attached) centered around what triggers No Further Action (background concentrations or maximum contaminant levels [MCLs]). Similar logic diagrams for the work at Camp Pendleton, the Marine Corps Logistics Center (MCLC) Barstow, and Yuma were considered. It was agreed that SOUTHWESTDIV will attempt to develop a unified approach and present its recommendations at the 16 December 1992 RPM meeting.</p> <p><u>Future Meetings</u></p> <ul style="list-style-type: none"> o The Graphic Planning Meeting will be held 02-03 December 1992. The goal is to develop Tiers III and IV of the MCAS El Toro Graphic Plan (attached). o The next RPM Meeting will be held on 16 December 1992 at MCAS El Toro. o A Technical Review Committee (TRC) Meeting is scheduled for the afternoon of 17 December 1992. A tour of the MCAS El Toro sites will be provided in the morning. o A tentative date of 14 January 1993 was set for the RPM Meeting. o Viar presented a brief overview of the DQO meetings and operating ground rules were established. <p>John Hamill said that he does not have to be present at all meetings. He agreed to notify the RWQCB and DTSC ahead of time when he will not be present.</p> <p>ACTION ITEMS</p> <ul style="list-style-type: none"> o Develop a listing of Navy CTOs, site locations, and funding data. o Notify the team if the SAP Amendment is not awarded by 26 November 1992. o Begin drilling of two downgradient wells at Site 17 as soon as the activity can be scheduled into existing field work.

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ocwd	<ul style="list-style-type: none"> o Provide an update of the 1990 Engineering Service Report for the Irvine Desalter Project. 								
L. Simon	<ul style="list-style-type: none"> o Provide recommendations for a unified approach to the RFA Decision Logic Diagram. 								
C. Flagg	<ul style="list-style-type: none"> o Revise and reissue the 22 October 1992 meeting minutes. 								
	<p><u>Nonparticipant Distribution</u></p> <table data-bbox="308 714 1120 850"> <tr> <td>R. Green/Code 0232.RG</td> <td>File - CTO Notebook/PMO</td> </tr> <tr> <td>M. Nuzum/Code 1812.MN</td> <td>File - PMO</td> </tr> <tr> <td>K. Tomeo/CH2M HILL</td> <td>File - CH2M HILL</td> </tr> <tr> <td>J. Robertson/CH2M HILL</td> <td></td> </tr> </table>	R. Green/Code 0232.RG	File - CTO Notebook/PMO	M. Nuzum/Code 1812.MN	File - PMO	K. Tomeo/CH2M HILL	File - CH2M HILL	J. Robertson/CH2M HILL	
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**MANAGERS MEETING
MARINE CORPS AIR STATION EL TORO RI/FS
PHASE I FIELDWORK ACTIVITIES**

Tuesday 17 November 1992

Location: CH2M HILL
2510 Red Hill Ave
Santa Ana CA 92705
714/250-2500

0900-0940 Partnering Issues.

- Team Health Check
- Communication Check
- Screening of agenda topics & time limits

0940-1140 Current Issues.

- Review October Meeting Minutes - clarify/revise
- Clarification for disposal of IDW (HILL)
- RI/FS fieldwork - schedule & significant findings (HILL)
- RI/FS progress, funding, and upcoming actions (SWDIV)
- RFA fieldwork - schedule & significant findings (HILL)
- Presentation of Decision Logic for RFA Sites (SWDIV)
- Discussion of 11/9 meeting with OCWD (SWDIV)
- New SWMU's - BLDG 359, SWMU 300 and Mark Arrest 21 Gear
- Funding issues - moving money into RFA for new SWMU's
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1140-1315 LUNCH BREAK

1315-1430 Continue Current Issues.

1430-1445 Future Meetings.

- Graphic Planning Meeting: MCAS El Toro, B-368, Dec 2-3
- Next Managers Meeting: CH2M Hill's Office, Dec 16-17
- Next TRC Meeting: MCAS El Toro, O-Club, Dec 17 afternoon

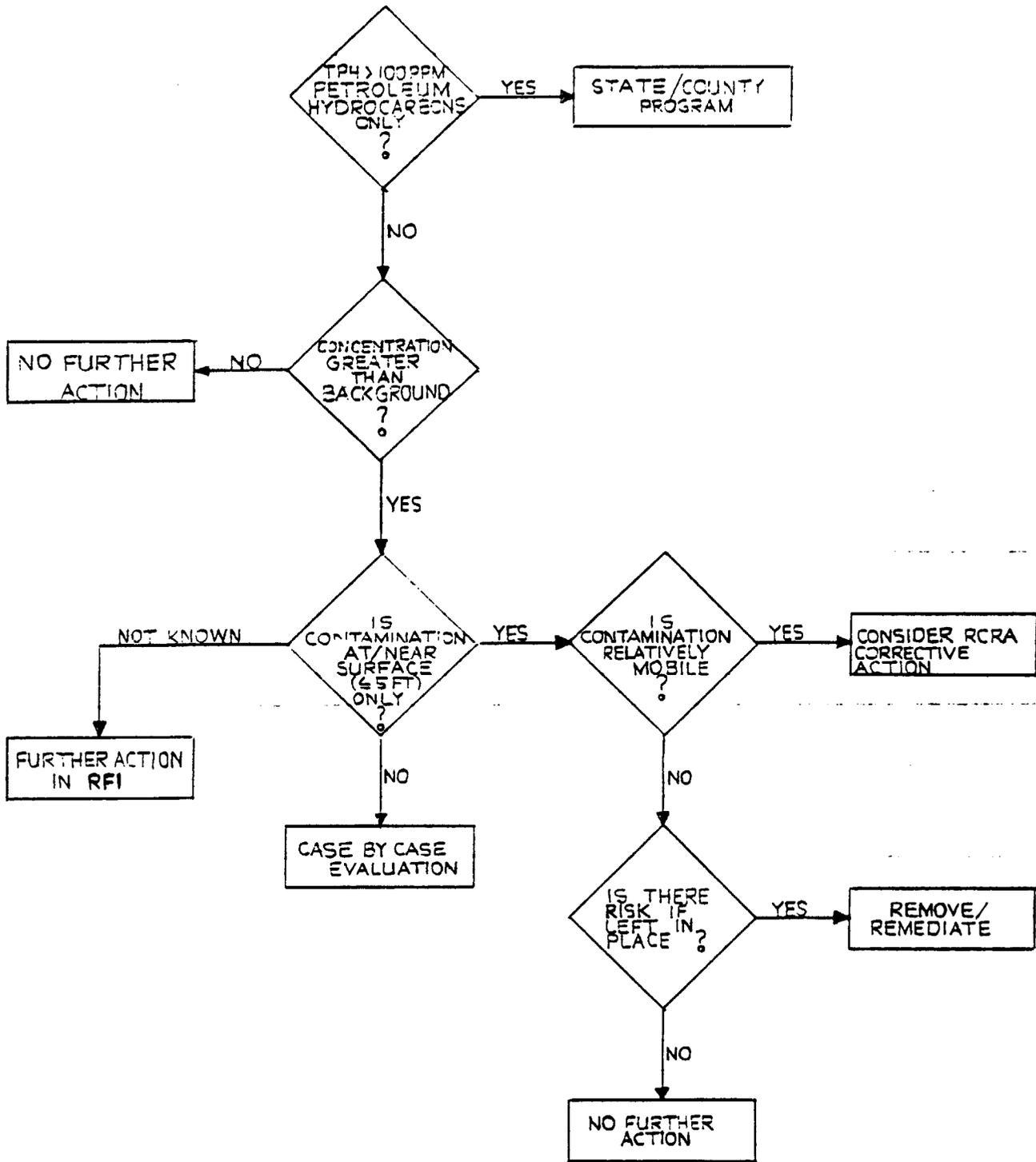
1445-1600 Team Building & Reality Check.

- Team Expectations of DQOs
- Examine Team successes/strengths
- Review Team Conflict Resolution Process
- Establish Team "Ground Rules" for next 3 meeting days

1600-1630 Meeting Assessment

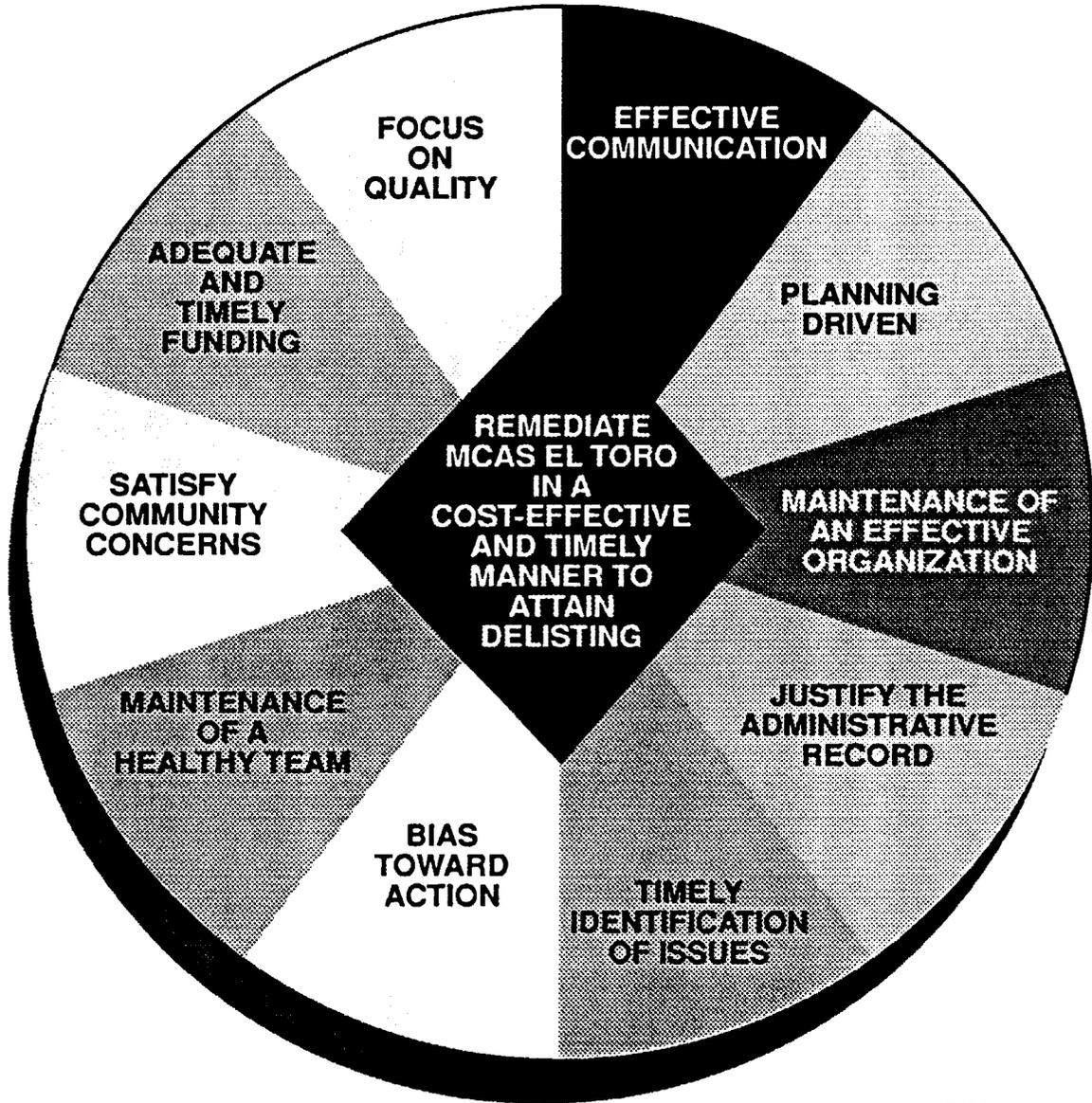
- Summarize major decisions
- Assign Action Items

1630 Adjourn Meeting



RFA DECISION LOGIC DIAGRAM
(PRELIMINARY DRAFT)
17 NOV 92

MCAS EL TORO GRAPHIC PLAN



11/17/92