

DRAFT ORLANDO PARTNERING TEAM – MEETING MINUTES

Date: September 29-30, 2009
 Location: Orlando, FL
 Team Leader: Teresa Grayson
 Gatekeeper/Timekeeper: Art Sanford
 Recorder: Greg Fraley

OPT Members	Support Members	
Greg Fraley, USEPA Region IV	Mike Singletary – NAVFAC SE	Jim Ferro, Tier II Link
Dave Grabka, FDEP	Chris Pike, Tetra Tech NUS	John Willis, BFA
Art Sanford, BRAC PMO	Allan Jenkins, Tetra Tech (phone)	Dawn Marshall - Solutions
Teresa Grayson, Tetra Tech		Jessica Keener - Solutions
Sam Naik, CH2MHILL		

Check-In

LTM Site Updates with BFA

John Willis, Senior Geologist, Field Operations Leader, provided results of long-term monitoring sampling effort for various sites.

OU 1

Last sampled in December 2008. Iron and manganese concentrations are trending together; this usually indicates that the concentrations are naturally occurring.

OU 3

SA8 – Last sampled September 2009, most recent data available June 2009. Arsenic concentrations observed in down gradient well OLD-08-14R remain above surface water criteria of 50ug/L at 61.5ug/L. SA9 – Last sampled September 2009, most recent data available March 2009. Groundwater flow at both SA 8 and SA 9 flows through PABs.

SA 36NW and 38

Sampled in September 2009; most recent results June 2009 were discussed. Much more detail on the site was covered in the presentation on the following day.

SA 36

Sampled in September 2009; most recent results March 2009 were discussed at June OPT meeting and as reminder included in presentation. PCE in well 23CR at 9.4ug/L and TCE in well 09CR at 7ug/L.

SA 2

Sample results from June 2009 discussed. Compliance wells in Azalea Park remain non-detect. Three wells installed by City of Orlando following completion of construction of police training facility (OLD-02-68D, - 69C, and -70D) sampled for first time in June. Benzene results from well 69C at 90.9 ug/L and 70D at 31 ug/L.

SA 17:

Sampling at time of OPT meeting. Last sampled in March 2009. Wells OLD-17-15A, -16B, and 17C not located at time of June event but have since been located and will be sampled during September 2009 effort. Obstruction from OLD-17-38D was removed and well sampling in June indicated vinyl chloride concentration of 2 ug/L. Much more detail on the site was covered in the presentation on the following day.

OU2:

Sampled week of OPT meeting so results not available yet. March 2009 results were discussed at June meeting; however the exceedances of ammonia were not previously discussed. Ammonium (NH₄) is included in the parameters routinely monitored. BFA inadvertently sampled for ammonia (NH₃) beginning in October 2008. The October 2008 results indicated GCTL exceedances at three locations, wells OLD-OU2-02A (12 mg/L), -03B (7.3 mg/L), and 27A (3 mg/L). The GCTL is 2.8 mg/L. The March 2009 results indicated an ammonia concentration of 51.7 mg/L at well - 02A. Other ammonia results were 6.3 mg/L at well 03B, 4.3 mg/L at 03A, and 6.3 mg/L at 03B.

The wells with ammonia exceedances are located in the northern area of OU 2 near the former shed where fertilizer and grass seed were stored. Given the proximity of these wells to the surface water canal, surface water samples were collected and analyzed for ammonia in August 2009. Ammonia was not detected in surface water.

General Discussion following BFA presentation

David suggested that BFA consider presenting data on a log scale where appropriate, particularly naphthalene and benzene at SA 36NW. David inquired about the schedule of monitoring reports. John indicated the next set of reports will be submitted in the next couple of weeks.

No action items were developed during the long-term monitoring discussions.

Operable Unit 1 Statistical Evaluation

Chris Pike presented the methods and results of the OU 1 statistical evaluation performed to support a recommendation to discontinue groundwater monitoring at OU 1. The only parameter of concern following optimization is iron. There is one cross-gradient monitoring well exhibiting iron exceedances greater than the health-based brownfield's action level.

Team discussion was positive. All were on board with pursuing discontinuation of groundwater monitoring, with other controls to remain in effect. Greg asked that the chronology clearly document basis for dropping parameters previously, suggested that document include text describing that monitoring may likely have been dropped years earlier except for turbidity and other issues. Chris suggested that better sampling techniques have been utilized over the years. David suggested that we include the details of previous speciation analysis that has been performed regarding beta radiation.

Team discussed the problem with iron as a COC. Greg indicated that EPA does not even want it as an ARAR and that EPA will not require active remediation for iron. FDEP expects the waters of the state to be within GCTLs regardless of which parameters, however, the situation at OU 1 has valid support to recommend discontinuing monitoring.

Team discussed the significance of possibly discontinuing monitoring at a landfill. Jim Ferro suggested that we emphasize cost avoidance. Team agreed that if successful, this would be award worthy. Something to keep in mind for future CNO applications.

Action Item: Chris to finalize the statistical tech memo and send to Dave to support his presentation.

Anticipated Regulatory Support FY10

The team discussed the anticipated level of effort needed from our regulatory team members for the upcoming fiscal year. Discussion included number of documents for review, number of partnering team meetings or conference calls, need for UFP-SAP for NTC Orlando. Art and David recently completed effort to identify level of effort for FDEP support.

Action Item: David to send Joint Execution Plan to Greg.

Action Item: Teresa to email regulatory support spreadsheet to Greg.

Action Item: Chris to check internally if acceptable to push UFP-SAP preparation schedule until after Records of Decision are at least in draft.

Action Item: Teresa and Chris to prepare timetable for decision documents and sites and send to navy with recommended schedule for DQO meeting.

Action Item: Navy to address UFP-SAP issue with John Tucker.

Action Item: Jim Ferro to request UFP-SAP waiver on petroleum site SA 36NW / SA 38.

Day 2: September 30, 2009

Tier II Update

Jim Ferro provided Tier II update. We will keep the exit strategy in the same format. Since NTC Orlando remains self-facilitating, we should send our partnering team meeting minutes to Jim. No major issues, just make sure we remain in compliance with off-site notification requirements. NTC Orlando may be asked to brief Tier II in FY10.

Off-Site Notification

David outlined the off-site notification process for the team specifically as it relates to the period after initial notification. It is the current understanding that the state will continue to communicate with those residents who received initial notification of contamination. The residents will be contacted by FDEP when a proposal is received for a remedy, long-term monitoring point of compliance is proposed, and when contamination is no longer on their property. Residents will be given a period of time, likely 30 days, to provide feedback and after that time a decision will be made as to whether a public meeting is warranted.

SA 54 Memorandum of Agreement

The team discussed the status of the SA 54 Memorandum of Agreement (MOA). It has been drafted and reviewed by Navy legal. Steve Beverly is no longer available to support NTC Orlando. New council is Rana Aryan in San Diego. There is one outstanding question regarding the role of the Navy versus BRAC PMO. Once this question is resolved, the Navy will forward the draft MOA to Mark Daly at the Army Reserves for Army review prior to forwarding to FDEP.

Action Item: Teresa to send Mark Daly's contact information to Art.

Action Item: Art and Jim to resolve Navy vs. BRAC PMO issue and forward draft MOA to Mark Daly.

SA 17 Discussion

Sam presented update for Study Area 17 jointly prepared by CH2M and Tetra Tech. Rebound observed in C zone may need additional injection but prior to implementation total organic carbon will be analyzed to confirm a lack of carbon in source area. TOC analysis has been added to BFA sampling to be performed this month. Observed degradation near well 49D may be stalling at cis-DCE. Discussion of whether or not data supports demonstration that down gradient plume is stable or at least not increasing. Evidence that degradation is occurring but David pointed out that we are not seeing VC with cis-DCE and that cis-DCE does not appear to be consumed.

Team discussed the location of a down gradient well to be installed. GOAA property lies beyond the former installation boundary, would prefer to remain within former installation footprint. The team discussed the wells lost during City dredging activities in the canal and other data collection options for collecting samples beneath the canal. David suggested we consider adding surface water sample locations to the LTM program. Mike Singletary requested statistics to support reduced LTM program. Historically groundwater sampling data has been collected to support treatment efficiency monitoring and not as part of a site wide monitoring program. David requested a more comprehensive monitoring program initially to establish a baseline and sound conceptual model. The LTM program will be outlined separately from the decision document.

Team discussed information needed to provide the City in order for a groundwater use restriction to be established for City property impacted by contaminated groundwater plume migration. Team decided the path forward would be: 1) prepare decision document, 2) install down gradient well to determine horizontal extent of contamination; and 3) coordinate with City to impose groundwater use restriction.

SA 38 Investigation

Allan Jenkins presented update for SA38 seeking OPT concurrence on path forward. Presentation outlined possible Site Assessment Report conclusions and recommendations per FDEP guidance. Team consensus that the site assessment report would recommend monitored natural attenuation but that additional wells would be needed and a point of compliance established.

David indicated that the state would begin notifying residents that the groundwater is cleaning up under their property. (See notes on Off-Site Notification above).

Consensus: Pursue MNA path.

OU2 EOS Update

Sam presented an update to the bio-barrier EOS injection efforts at OU2. The initial injections have been successful in reducing TCE concentrations in the wells inside and downgradient of the barrier, except at well 40B. Well 40B may be screened below injection interval.

Discussion was held regarding the full-scale implementation. Navy plans to extend biobarrier to north and south. Sam suggests a couple of items to remember for future injections: 1) daylighting concerns, may be tighter in the north, and 2) high pressure water was used during rotonomic drilling resulting in water being seen coming up in other areas.

Team briefly discussed potential impacts of planned field activities of property owner to determine thickness and extent of buried waste for construction purposes. David indicated that previous investigations used magnetometer data to try to find a specific source of TCE contamination such as a leaking drum. Mike Singletary recalled that the DPT investigation was not deep enough and did not extend to the top of clay.

Action Item: Navy plan to extend bio-barrier to north and south.

OU4 EOS Update

Sam provided a review of the latest sampling results and effect on EVS modeling. Concentrations are trending down in most locations, although some rebound observed near location DPT-1A. Wells down gradient of antimony plume were non-detect. Soil boring location 3 that previously indicated surface soil exceedances of industrial SCTL was resampled. The results indicate estimated TCE concentration of 1.5 mg/kg compared to action levels of 8.8 (leaching) and 18 mg/kg (industrial). Vadose soil sample results will be documented in the semi-annual monitoring report.

Action Item: Sam to document results of vadose soil resample in semi-annual monitoring report.

OU4 BOA Contractor Solutions-IES

Sam provided a quick overview of the OU 4 long-term monitoring scope for Solutions – IES taking over LTM and O&M activities beginning in October. Sam also outlined the meeting scheduled for the following day with City of Orlando point of contact, Steve Howe (the new Yolanda) regarding the air stripper permit and required laboratory analysis change.

The City of Orlando's discharge permit was modified to comply with an FDEP directive to discontinue use of EPA Method 6010 for the analysis of metals in effluents and instead use the EPA method suitable for domestic wastewater treatment standards. The air stripper influent and effluent samples will be analyzed with EPA Method 200.7 instead of EPA Method 6010.

Isaac Lynch, CH2M, will meet the Solutions staff, Jessica Keener and Dawn Marshall, at OU 4 to go over field kits, well locations, and system quirks. David recalled the large number of monitoring wells present at OU 4 and asked if they are all labeled clearly noting the challenge will be identifying correct wells. Sam assured the team that during Solutions' initial sampling event, Hill would visit each well with Solutions to make sure they can find all the wells. Solutions will continue to lease the warehouse on behalf of the Navy for the next year.

Greg asked Jessica Keener and Dawn Marshall to tell us a little about Solutions. Jessica, Senior Project Manager, located in Raleigh, NC, provided some background; Solutions-IES has been in business for 10 years and they currently have approximately 20 staff. Owner is Ann Borden, whose husband is Dr. Robert Borden. They have a lot of experience with injection work. Dawn will deal with the day-to-day details and prepare reports. Dawn is the field team leader and also works at Cecil Field.

Meeting Schedule

Meeting – January 12- 14, 2010 tentatively plan extra day for DQO meeting

Critique/Checkout/Agenda

+’s	Δ’s
Good progress, lots of action items completed	Baldwin Park discussion went long
Positive contributions from Mike Singletary and Jim Ferro	
Excellent host / location	
Technical presentations were excellent	
Good to see exit strategy reviewed in detail	
Completed agenda	

ACTION ITEM SUMMARY

New Action Items (September 2009)

1. **Teresa** to send revised exit strategy to team for review – **October 16, 2009**
2. **Art** to send updated Exit Strategy to Tier II – **November 12, 2009**
3. **Teresa** to distribute the SA 17 draft decision document to the team. (Teresa to make sure SA 17 decision document includes sufficient support for MNA as a component of the selected remedy. Decision Document should also include benchmarks and expected reduction for future evaluation). – **December 2009**.
4. **Tetra Tech** to submit OU 1 Five-Year review with recommendation to discontinue groundwater monitoring – **November 2009**.
5. **Chris** to finalize the OU 1 statistical tech memo and send to Dave to support his presentation– **November 2009**.
6. **David** to send Joint Execution Plan to Greg. – **October 9, 2009**.
7. **Teresa** to email regulatory support spreadsheet to Greg. – **October 9, 2009**.
8. **Chris** to check internally if acceptable to push UFP-SAP preparation schedule until after Records of Decision are at least in draft. – **December 2009**.
9. **Teresa and Chris** to prepare timetable for decision documents and sites and send to navy with recommended schedule for DQO meeting. – **December 2009**.
10. **Jim and Art** to address UFP-SAP issue with John Tucker.
11. **Jim Ferro** to request UFP-SAP waiver on petroleum site SA 36NW / SA 38.
12. **Teresa** to send Mark Daly's contact information to Art. – **October 9, 2009**.
13. **Art and Jim** to resolve SA 54 MOA Navy vs. BRAC PMO issue and forward draft MOA to Mark Daly.
14. **Art** plan to extend bio-barrier to north and south.
15. **Sam** to document results of vadose soil resample in semi-annual monitoring report.

Completed Action Items

1. **Teresa** to send revised exit strategy to team for review – **July 29, 2009 - COMPLETED**.
2. **Greg** to send example Five Year Review Report to Teresa – **July 17, 2009- COMPLETED**.
3. **Art** to send updated Exit Strategy to Tier II – **August 14, 2009- COMPLETED**.
4. **Sam and Teresa** to revisit the SA 17 monitoring program and make recommendations – **August 2009- COMPLETED**.
5. **Team** to identify compliance wells at each site and forward that information to BFA – **prior to September 2009 sampling event - OBE**.
6. **Team** to review BFA September 2008 report recommendations and determine whether or not to implement – **prior to September 2009 sampling event- OBE**.
7. **Art** to check with legal council on the risks associated with contacting the private home owners and offering to abandon their irrigation wells – **July 2009- OBE**.
8. **BFA** to attempt to locate well cluster 15A, 16B, and 17C on south side of canal – **prior to September 2009 sampling event- COMPLETED**.

9. **BFA** to include wells OLD-17-55B – 55C and OLD-17-56B – 56C in long-term monitoring program and to include total organic carbon in select wells during LTM sampling- **COMPLETED**.
10. **Greg** to forward an e-mail he prepared that discusses the EPA's position on certain data requirements when MNA is utilized as a remedial alternative- **COMPLETED**.
11. **Tetra Tech** to review SA 17 site data and make recommendations for a path forward regarding rebound in source area and need for additional injections- **COMPLETED**.
12. **Tetra Tech** to contact the Orlando Public Library as a follow-up to a visit earlier in the day and confirm receipt of the latest Administrative Record DVDs- **COMPLETED**.
13. **Navy and Tetra Tech** to develop a list of topics to discuss with the City of Orlando and then contact the City to set up a meeting – **August 2009- COMPLETED**.
14. **BFA** should add wells OLD-OU2-18B, 41B, 42B, 43B, 50B, 51B, and 53B to the OU 2 long-term monitoring program– **September 2009- COMPLETED**.
15. **Greg and David** to review/approve well list and parameters for the next two sampling events at OU 4- **COMPLETED**.
16. **David** to prepare a letter with his comments on the OU 2 work plan from HSA Golden with contingent approval of the plan and send it to the Navy- **COMPLETED**.
17. **Art** to discuss the plan with Steve Beverly, especially regarding indemnification portions of the deed, and forward Navy approval of the plan with FDEP's letter to the site owner- **COMPLETED**.
18. **Tetra Tech** to pursue the COI mitigation plan that is in place for this program regarding potential for Ardaman to support OU 2 work for HSA Golden- **COMPLETED**.
19. **Hill** to collect surface soil sample to confirm/deny contamination above the industrial limits previously found in one surface soil sample at OU4- **COMPLETED**.

On-going / Open Items

1. **BFA** to notify Navy and Tetra Tech right away if any compliance wells show contaminant impact – **on-going**
2. **BFA** to properly abandon well OLD-08-29 – date TBD in coordination with other well abandonment activities– **on-going**
3. **Sam** to provide well construction and survey details to Teresa for new wells at OU 2.
4. **David** to draft a letter to Lisa Pearson regarding the City of Orlando imposing identical groundwater use restrictions on City property impacted by the SA 17 VOC plume (with support from Tetra Tech) – **open**.
5. **David** to prepare OU 1 Five-Year review presentation for FDEP management (with support from Tetra Tech) – **open**.
6. **BFA** to include a trend graph of naphthalene concentrations for well OLD-09-14 in their next OU 3 report.
7. **Navy** to finalize the SA54 Memorandum of Agreement with the Army Reserve.

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.