

Meeting Minutes Transmittal

WASTE MANAGEMENT PROJECT/PNNL FACILITIES PROJECT MEETING
Ecology Kennewick Office
Kennewick, Washington

March 27, 2003
3:00 p.m. to 3:30 p.m.

Distribution:

T. L. Aldridge	RL	K8-50
M. Anderson-Moore	Ecology	B5-18
J. V. Stangeland	PNNL	K9-26
E. L. Grohs	PNNL	K3-75
A. K. Ikenberry	PNNL	P7-79
P. J. Crane	PNNL	P7-68
D. K. Lutter	PNNL	P8-08
F. Jamison	Ecology	B5-18
H. T. Tilden	PNNL	K3-75
E. B. Dagan	RL	A5-15
W. J. Bjorklund	PNNL	P7-70
RCRA Files	PHMC	N1-25

ADMINISTRATIVE RECORD (Two Copies for Record):

300 Area Projects, H-0-7
 325 Hazardous Waste Treatment Units, T-3-4
 305-B, S-3-2
 [Care of EDMC, LMSI (H6-08)]

Please send comments/changes on distribution list to:
 DK Lutter, delores.lutter@pnl.gov, (P8-08), (509)376-5631

RECEIVED
 MAY 28 2003

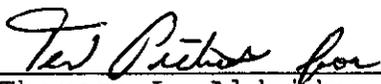
EDMC

Meeting Minutes Transmittal

WASTE MANAGEMENT PROJECT/PNNL FACILITIES PROJECT MEETING
Ecology Kennewick Office
Kennewick, Washington

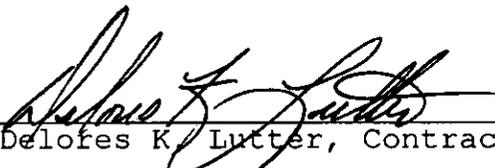
March 27, 2003
3:00 p.m. to 3:30 p.m.

The undersigned indicate by their signatures that these meeting minutes reflect the actual occurrences of the above dated Unit Managers Meeting.

 Date: 5/15/03
Theresa L. Aldridge, Project Manager, RL

 Date: 5/16/03
Frederick Jamison, 300 Area Project Manager, Washington State
Department of Ecology

Waste Management Project /PNNL Facilities Project Meeting, PNNL
Concurrence

 Date: 05/15/03
Delores K. Lutter, Contractor Representative, PNNL

Purpose: Discuss Permitting Process

Meeting Minutes are attached. The minutes are comprised of the following:

- Attachment 1 - Agenda
- Attachment 2 - Summary of Discussion and Commitments/Agreements
- Attachment 3 - Attendance List

Attachment 1

Waste Management Project/PNNL Facilities Project Meeting
Ecology Kennewick Office
Kennewick, Washington

March 27, 2003
3:00 p.m. to 3:30 p.m.

AGENDA

1. Approval of past minutes. (Ecology/DOE-RL/PNNL)
2. Efficiency Issues (Ecology/DOE-RL)
3. General Discussion (Ecology/DOE-RL/PNNL)
 - 305-B & 325 HWTUs Quarterly Permit Modifications (T. Aldridge/DOE-RL, E. Grohs/PNNL)
 - RLWS Status within 325 Building (T. Aldridge/DOE-RL)
 - Legacy Waste Status (T. Aldridge/DOE-RL, W. Bjorklund/PNNL)
 - Status on listed waste ONO (T. Aldridge/DOE-RL, H. Tilden/PNNL)
 - Discuss Agenda Items (DOE-RL, Ecology, PNNL)
4. Action Items (Ecology/DOE-RL/PNNL)
 - T. Aldridge (DOE-RL) to telephone Ecology if there are any changes to the RLWS status within 325 building. A deadline has been set for February 1, 2003.
 - This action will remain open.
 - OPEN
5. Budget Status (J. Stangeland/W. Bjorklund, PNNL)
6. Set Next Project Managers Meeting (Ecology/DOE-RL/PNNL)
 - April 17, 2003
 - Federal Building, Room 248
 - Richland, Washington
 - 3:00 - 3:30 p.m.

Proposed topics may be submitted to D. K. Lutter, e-mail delores.lutter@pnl.gov,
(Work) 376-5631, (Fax) 376-2329

Attachment 2

Waste Management Project/PNNL Facilities Project Meeting Ecology Kennewick Office Kennewick, Washington

March 27, 2003
3:00 p.m. to 3:30 p.m.

1. Approval of past minutes

The February 20, 2003, Project Manager Meeting (PMM) minutes were approved.

2. Efficiency Issues

T. Aldridge (DOE-RL) will be setting up a meeting to discuss the upcoming changes with Corridor of River Protection, PNNL, DOE-RL and Ecology. The meeting will be in approximately two weeks.

3. General Discussions (Ecology/DOE-RL/PNNL)

- 305-B and 325 HWTUs Quarterly Permit Modifications (T. Aldridge/DOE-RL, E. Grohs/PNNL)

The 325 Streamlined permit that was submitted to Ecology on January 10, 2003 - G. Grohs (PNNL) asked if Ecology is going to send a formal letter of rejection. Michelle said yes, and that the package is being sent to PNNL at this time.

The next quarter Class 1 Modifications will include the BEPs for 305B and 325 Building (RPL).

- RLWS Status within 325 Building

T. Aldridge (DOE-RL) reported the use of the tank would be remote at best. They are looking at various options of possible 325 Building closure. Currently they are looking at escalating the closure. Alternative options are being proposed and discussed.

Paul Crane, Dan Edwards and Shelly Grohs are currently involved at looking at PNNL's strategy for 305-B and the 325 Building.

- Legacy Waste Status

W. Bjorklund (PNNL) reported that a couple of drums and one box were shipped. The box contained items from the dismantling of a glove box. Legacy waste is progressing well.

The current situation with the war has not impacted the shipping of waste for disposal on site at this time.

- Status on listed waste ONO

G. Grohs (PNNL) reported the "contained in" package is complete and the letter to Ecology has been written and is in the approval process. Ecology will receive the package and the letter no later than April 30, 2003.

- Discuss Agenda Items

- F. Jamison (Ecology) suggested the PMM meetings be scheduled on a bi-monthly trial basis. Brief monthly reports would continue to be sent to Ecology. If an urgent item arises, contact F. Jamison or M. Anderson-Moore.
- D. Lutter (PNNL) requested clarification on which agenda items should remain on the "Agenda" for the meetings.

F. Jamison (Ecology) requested that the budget agenda item remain in some form on the agenda.

T. Aldridge (DOE-RL) reported that there is no longer direct funding for waste management activities.

It was decided that specific items such as the closure plan and how it was funded, legacy waste, and anything that could stop the project or affect the permit would be reported to Ecology.

- D. Lutter (PNNL) suggested the name of the meeting be changed to "Project Interface Meeting." It was decided that the name change would better reflect the purpose of the meeting.
- Jerry Stangeland (PNNL) is no longer required to attend the meeting. B. Bjorklund (PNNL) and T. Aldridge (DOE-RL) can report on the Legacy Waste project budget.
- Leave Action Item 4 from the last meeting on the agenda for the next meeting.
- P. Crane (PNNL) volunteered to take minutes if a secretary is not available to do so. It was agreed that it would be fine for him to do so.

4. Action Items (Ecology/DOE-RL/PNNL)

T. Aldridge (DOE-RL) to telephone Ecology if there are any changes to the RLWS status within 325 building. A deadline has been set for February 1, 2003.

This action will remain open.

OPEN

T. Aldridge (DOE-RL) will set up a meeting with River Corridor Contractor/PNNL/DOE-RL/Ecology, after April 1, 2003, to discuss the future and upcoming changes regarding the closure of the 325 Building, and Matrix information.

OPEN

T. Aldridge (DOE-RL) to meet with Alice Ikenberry to look at the necessary budget items that Ecology needs to know about and show them how it is being tracked.

OPEN

5. Set Next Project Mangers Meeting (Ecology/DOE-RL/PNNL)

May 15, 2003

Ecology Building/Room 8

Kennewick, Washington

3:00 – 3:30 p.m.

Proposed topics may be submitted to D. K. Lutter, e-mail delores.lutter@pnl.gov, (Work) 376-5631, (Fax) 376-2329.

