

**START**

402115

Meeting Minutes Transmittal - Approved

Unit Managers Meeting  
304 CONCRETION FACILITY  
FEDERAL BUILDING, RM 784-A  
Richland, Washington

Meeting Held April 25, 1995  
From 11:30 am to 12:30 pm

Via Video Teleconference

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

*Ellen M. Mattlin*  
Date: 6-1-95  
Ellen M. Mattlin, Unit Manager, RL

Not Present

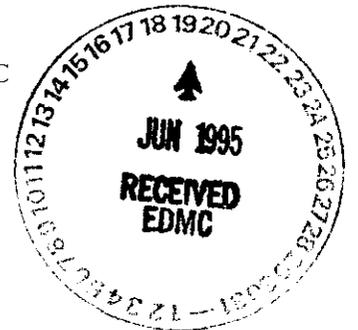
Date: \_\_\_\_\_  
Daniel L. Duncan, RCRA Program Manager, EPA Region 10

*Scott E. McKinney*  
Date: 5/25/95  
Scott E. McKinney, Unit Manager, Washington State Department of Ecology

304 Concretion Facility, WHC Concurrence

*Fred A. Ruck III*  
Date: 6/1/95  
Fred A. Ruck III, Contractor Representative, WHC

*Ivan L. Metcalf*  
Date: 6/6/95  
Ivan L. Metcalf, Contractor Representative, WHC



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 4 - Action Items

**Attachment 1**

**Unit Managers Meeting  
304 CONCRETION FACILITY  
FEDERAL BUILDING, RM 784-A  
Richland, Washington**

**Meeting Held April 25, 1995  
From 11:30 am to 12:30 pm**

**Via Video Teleconference**

**Agenda**

1. Approval of Past UMM Minutes
2. Status Action Items
  - 3-6-95:1 Review and provide response to RL/WHC 304 Close-out letter. Ecology
  - 3-6-95:2 Provide Ecology with a advance copy of Rev 2A. WHC
  - 3-6-95:3 Provide Ecology with a copy of the Administrative Record document list. WHC
3. Status Closure Activities
  - Status Ecology Response to RL/WHC 304 Close-out Letter
  - Status of Sampling Activities
  - Status of Decontamination, Sampling, and Data Evaluation Report
  - Status of Closure Plan Rev 2A
4. New Business
5. Set Next Meeting Date

Attachment 2

Unit Managers Meeting  
304 CONCRETION FACILITY  
FEDERAL BUILDING, RM 784-A  
Richland, Washington

Meeting Held April 25, 1995  
From 11:30 am to 12:30 pm

Via Video Teleconference

Summary of Discussion and Commitments/Agreements

1. Approval of Past UMM Minutes

The November 22, 1994; December 13, 1994; January 18, 1995; and March 6, 1995 meeting minutes have not yet been approved. The February 1995 UMM was not held.

Ecology (S. E. McKinney), RL (E. M. Mattlin), and WHC (J. G. Adler) discussed the status of the meeting minutes. It was agreed to that it would be desirable to get the minutes signed and into the administrative record before the closure plan is included in the permit. In order to get the minutes approved, the signature page for each of the minutes will be sent to Ecology. Ecology will then sign and return the signature page to RL/WHC for completion of the signatures and subsequent distribution of the minutes.

2. Status Action Items

- 3-6-95:1            **Review and provide response to RL/WHC 304 Close-out letter.** Ecology

The Ecology (S. E. McKinney) stated that the response remains under preparation.

This action remains open.

- 3-6-95:2            **Provide Ecology with a advance copy of Rev 2A.** WHC

WHC (J. G. Adler) sent the advanced copy on March 9, 1995. Ecology (S. E. McKinney) confirmed receipt.

This action is closed.

- 3-6-95:3            **Provide Ecology with a copy of the Administrative Record document list.** WHC

WHC (J. G. Adler) sent the Administrative Record Document list, dated March 14, 1995, to Ecology on March 15, 1995. Ecology (S. E. McKinney) confirmed receipt.

This action is closed.

### **3. Status Closure Activities**

#### **- Status Ecology Response to RL/WHC 304 Close-out Letter**

Ecology (S. E. McKinney) stated that the response to the RL/WHC close-out letter is under preparation and is expected to be completed very soon. The action (3-6-95:1) associated with the Ecology response remains open. Ecology also stated that they agree with the RL/WHC close-out letter and that the Notice of Deficiency Response Table can be closed.

#### **- Status of Decontamination, Sampling, and Data Evaluation Report**

WHC (J. G. Adler) provided an update on the Decontamination, Sampling, and Data Evaluation Report. All the samples have been analyzed. The data are undergoing validation. The preliminary data shows that the 304 Building itself (including the concrete) is clean. There are no organic constituents of concern present. The inorganic constituents of concern are present, but below the Model Toxic Control Act Level B standards. The soil data is still under review, with the results looking very good so far.

Ecology (S. E. McKinney) asked when the validated data would be available. WHC responded that the validation is scheduled for completion by May 31, 1995. Therefore, validated data would be sent to Ecology in mid-June. WHC took an action (4-25-95:1) to provide the data to Ecology.

Ecology asked if the Decontamination, Sampling, and Data Evaluation Report would contain the entire package with the narrative and conclusion and when was it expected. WHC answered that, yes, it would, and that the report would be issued on August 4, 1995. Ecology will be supplied with an advance copy followed by the official transmittal of the report.

#### **- Status of Closure Plan Rev 2A**

WHC (J. G. Adler) stated that the 304 Concretion Facility Closure Plan Revision 2A transmittal letter was signed by RL on April 14, 1995. Ecology (S. E. McKinney) stated that a copy of the plan had been received. WHC and Ecology very briefly summarized the changes made in Revision 2A. Ecology confirmed with RL (E. M. Mattlin) and WHC that Revision 2A is the version of the document that will be used for public review and inclusion in the Hanford Site-wide RCRA Permit.

Ecology and RL/WHC discussed how the Ecology would acknowledge that the closure plan was complete and ready for inclusion in the permit. Ecology stated that they would coordinate with the Ecology-Kennewick (who will be preparing the permit modification) to determine the exact mechanism for informing RL/WHC that the closure plan was complete and ready to be included in the permit.

#### **4. New Business**

##### **- Close-out of the Data Quality Objective Meeting Minutes**

WHC (J. G. Adler) reported that all parties have signed the Data Quality Objective (DQO) minutes. However, RL made a couple of minor changes. WHC stated that it would be desirable to get the DQO minutes signed and into the administrative record before the closure plan is included in the permit. In order to get the DQO minutes issued, WHC proposed to fax the affected page to Ecology. If the changes are acceptable, the Ecology would initial the changes and fax the page back to WHC. Ecology (S. E. McKinney) agreed that this would be acceptable. WHC indicated that the page would be faxed today (April 25).

#### **5. Set Next Meeting Date**

The next Unit Managers' Meeting has been tentatively scheduled for May 24, 1994 in Richland, WA.



Attachment 4

Unit Managers Meeting  
304 CONCRETION FACILITY  
FEDERAL BUILDING, RM 784-A  
Richland, Washington

Meeting Held April 25, 1995  
From 11:30 am to 12:30 pm

Via Video Teleconference

Action Items

<u>Action Item #</u>		<u>Description</u>
3-6-95:1	OPEN	Review and provide response to RL/WHC 304 Close-out letter. Ecology (S. E. McKinney)
3-6-95:2	CLOSED 4/25/95	Provide Ecology with a advance copy of Rev 2A. WHC (J. G. Adler)
3-6-95:3	CLOSED 4/25/95	Provide Ecology with a copy of the Administrative Record document list. WHC (J. G. Adler)
4-25-95:1	NEW 4/25/94	Provide Ecology with a copy of the validated data during June 1995. WHC (J. G. Adler)

Distribution:

J. G. Adler	WHC	H6-23
J. K. Bartz	GSSC	R3-82
R. M. Carosino	RL	A4-52
D. L. Duncan	EPA	Seattle - HW-106
M. N. Jaraysi	Ecology	B5-18
A. B. Joy	RL	R3-79
P. J. Mackey	WHC	B3-15
E. M. Mattlin	RL	A5-15
S. E. McKinney	Ecology	Lacey
I. L. Metcalf	WHC	L6-26
S. M. Price	WHC	H6-23
D. E. Rasmussen	WHC	NI-47
J. A. Remaize	WHC	L6-26
F. A. Ruck III	WHC	H6-23
J. L. Waite	WHC	B2-35
RCRA File/GHL	WHC	H6-23
Field File Custodian	WHC	H6-08

ADMINISTRATIVE RECORD: 304 Concretion Facility, TS-3-2, [Care of EDMC, WHC (H6-08)]

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Environmental Protection Agency Region 10, Seattle, Washington 98101, Record Center, Mail Stop HW-074

Please send comments on distribution list to Kym D. Tartar (H6-23), (509) 373-4701