

**START**

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Meeting Minutes

Unit Managers' Meeting  
300 Area Solvent Evaporator  
2440 Stevens Center, Room 2200  
Richland, Washington

Meeting Held December 15, 1994  
From 1:00 to 1:30 p.m.

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

Not Present

\_\_\_\_\_ Date: \_\_\_\_\_  
Ellen M. Mattlin, Unit Manager, RL

Not Present

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

Robert E Cordts Date: 26 Jan 95  
Robert E. Cordts, Unit Manager, Washington State Department of Ecology

300 Area Solvent Evaporator, WHC Concurrence

Fred A Ruck III Date: 2/1/95  
Fred A. Ruck, III, 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 5 - Draft Schedule for Closure Activities



**Attachment 1**

**Unit Managers' Meeting  
300 Area Solvent Evaporator  
2440 Stevens Center, Room 2200  
Richland, Washington**

**Meeting Held December 15, 1994  
From 1:00 to 1:30 p.m.**

**Agenda**

1. Approval of Past UMM Minutes
2. Status Prior Action Items:
  - 5-04-93:1 WHC and RL will submit a petition requesting approval of the sonification procedure for the determination of volatile organics in concrete by following the guidelines in WAC 173-303-110(5).
3. Status Closure Activities
  - Data Evaluation Report
  - Location for Maintaining 300 ASE Documents
4. New Business
5. Set Next Meeting Date

## Attachment 2

Unit Managers' Meeting  
300 Area Solvent Evaporator  
2440 Stevens Center, Room 2200  
Richland, Washington

Meeting Held December 15, 1994  
From 1:00 to 1:30 p.m.

## Summary of Discussion and Commitments/Agreements

## 1. Approval of Past UMM Minutes

The August 1994 and September 1994 minutes were signed by RL, Ecology, and WHC. The November 1994 minutes were signed by Ecology and WHC.

## 2. Status Prior Action Items:

- 5-04-93:1 WHC and RL will submit a petition requesting approval of the sonification procedure for the determination of volatile organics in concrete by following the guidelines in WAC 173-303-110(5).

WHC (A. L. Prignano) reported that the write up for the sonification procedure is currently in WHC review. It is anticipated to go to RL for review next week.

Ecology (R. E. Cordts) stated that he will check on what the acceptance process is for the sonification procedure.

## 3. Status Closure Activities

WHC (A. L. Prignano) provided a draft schedule of closure activities. The draft was described as aggressive and a best case possibility.

There is concern that additional time might be required to allow Ecology sufficient time to review all documents prior to the 180 day clock allowed for completion of closure activities expiring (on March 26, 1995). The documentation could arrive at Ecology for review very close to the March 26, 1995 date. There was discussion on what is required to be completed within the 180 days after the permit was issued and when Ecology approval is required.

Ecology (R. E. Cordts) did state that until the PE documentation is completed the closure site will be considered permitted. There was discussion on when the PE certification documentation is required. The WHC interpretation (F. A. Ruck) is that PE certification can be turned into Ecology as late as 60 days after the closure plan cycle is completed. This could be as late as May 26, 1995.

There was also a question on how to withdraw the Part A, form 3 once all closure activities are completed. Ecology (R. E. Cordts) stated that he will need to look into how to withdraw the Part A.

**- Data Evaluation Report**

Ecology (R. E. Cordts) has not yet reviewed the soil characterization report.

WHC (A. L. Prignano) reported that work is proceeding on the concrete characterization report based on the assumption that the sonification procedure will be found acceptable. The report should be transmitted to RL for review in January. It may be submitted to Ecology in February.

**- Location for Maintaining 300 ASE Documents**

The Ecology Unit Manager (R. E. Cordts) agreed that the records for the 300 ASE would be maintained in the Administrative Record currently located in the 2440 Stevens Center building.

**4. New Business**

Ecology (R. E. Cordts) has received the closure cost estimates and the Notification of Initiation of Closure Activities letter. Mr. Cordts also stated that Ecology has received a draft copy of the data from the concrete sampling and analyses effort at the 300 ASE. WHC (F. A. Ruck) added that the official copy is with currently with RL. GSSC (J. K. Bartz) stated that RL may decide not to transmit the data formally until the sonification procedure has been approved by Ecology. WHC (F. A. Ruck) agreed that transmitting the sonification procedure and write-up is top priority, however, it is the WHC opinion to transmit the data showing that no organics were found. If a problem is found with the sonification procedure, the data may not be usable. It may be necessary to resample or to renegotiate.

**5. Set Next Meeting Date**

The next meeting will be held on January 26, 1994 in Richland, WA.



**Attachment 4**

**Unit Managers' Meeting  
300 Area Solvent Evaporator  
2440 Stevens Center, Room 2200  
Richland, Washington**

**Meeting Held December 15, 1994  
From 1:00 to 1:30 p.m.**

**Action Items**Action Item #Description

5-04-93:1

WHC and RL will submit a petition requesting approval of the sonification procedure for the determination of volatile organics in concrete by following the guidelines in WAC 173-303-110(5).

OPEN

**Attachment 5**

**Unit Managers' Meeting  
300 Area Solvent Evaporator  
2440 Stevens Center, Room 2200  
Richland, Washington**

**Meeting Held December 15, 1994  
From 1:00 to 1:30 p.m.**

**Draft Schedule for Closure Activities**

**SCHEDULE:**

I) Closure activities completed:	Dates Completed:
Last solvents added to 300 ASE	Aug 1985
Part A submitted to Ecology/EPA	Sep 1985
Demolition of 300 ASE unit completed	Mar 1986
Latest 300 ASE Closure Plan and page changes (Rev 3B)	Sep 1992
1st Review Draft of Sonification Procedure to RL	Jun 1993
Soil Sampling	Aug 1993
Validated soil results to RL and Ecology/EPA	Apr 1994
2nd Review Draft of Sonification Procedure to RL	Apr 1994
Concrete sampling	Apr 1994
Soil Report to RL for submittal to Ecology/EPA	Aug 1994
Site-Wide Permit (included 300 ASE Closure) issued	Aug 1994
Validated data for concrete received	Oct 1994
II) Further Activities:	Proposed dates:
WHC complete write up of sonification (DRAFT)	Dec 20, 1994
WHC/RL review/concurrence/sign-off	Jan 31, 1994
Transmit procedure write up to Ecology	Feb 3, 1994
Ecology acceptance of sonification procedure	-----
WHC complete data evaluation for concrete (DRAFT)	Dec 30, 1994
WHC/RL review/concurrence/sign-off	Feb 10, 1994
Ecology review/approval of data evaluation reports	-----
PE Certification	Mar 1, 1994

## Distribution:

J. K. Bartz	MACTC	R3-82
R. M. Carosino	RL	A4-52
R. E. Cordts	Ecology	Lacey
D. L. Duncan	EPA	HW-106 (Seattle)
G. D. Hendricks	MACTC	B1-42
A. B. Joy	RL	A5-19
P. J. Mackey	WHC	B3-15
E. M. Mattlin	RL	A5-15
S. M. Price	WHC	H6-23
A. L. Prignano	WHC	H6-23
J. A. Remaise	WHC	L6-18
F. A. Ruck III	WHC	H6-23
J. L. Waite	WHC	B2-35
J. J. Wallace	Ecology	B5-18
D. J. Watson	WHC	X0-41
J. L. Wright	WHC	L6-26
GHL/RCRA File	WHC	H6-23
Field File Custodian		H6-08

ADMINISTRATIVE RECORD: 300 Area Solvent Evaporator, T-3-1 [Care of EDMC, WHC (H6-08)]

Washington State Department of Ecology Nuclear and Mixed Waste Hanford Files,  
P.O. Box 47600, Olympia, Washington 98504-7600

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

Please send comments on distribution list to Andrea L. Prignano (H6-23),  
509-376-1057.