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Meeting Minutes Transmittal

325 HAZARDOUS WASTE TREATMENT UNITS  
Project Managers Meeting  
Mt. Rainier Room, Building 337, 3rd Floor  
Richland, Washington

December 7, 1995  
3:30 p.m. to 4:30 p.m.

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

Charles R. Delannoy Date: 1/11/96  
Charles R. Delannoy, Project Manager, RL

Jeanne J. Wallace Date: 1/11/96  
Jeanne J. Wallace, Project Manager, Washington State Department of Ecology

325 Hazardous Waste Treatment Unit, PNL Concurrence

Glenn T. Thornton Date: 1-11-96  
Glenn T. Thornton, Contractor Representative, PNL

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 Alternate PMMs Procedure



325 HAZARDOUS WASTE TREATMENT UNITS  
Project Managers Meeting  
Mt. Rainier Room Building 337, 3rd Floor  
Richland, Washington

December 7, 1995  
3:30 p.m. to 4:30 p.m.

Agenda

1. Approval of Past Unit Managers Meeting Minutes (Ecology/RL/PNL)
2. Signatory Sheet - EPA's request for removal
3. Schedule for Part B Application Development (Ecology/RL/PNL)  
-Discuss timing and scheduling of workshop sessions
4. Discussion on PMM Minutes
5. November 30, 1995 release to process sewer
6. 325 HWTUs Part B Permit Application, WORKING DRAFT, Rev. 1 (Ecology/RL/PNL)
  - Document Status (RL/PNL)
  - Schedule for Part B Application Development
  - Hanford Facility Dangerous Waste Permit Application, General Information, DOE/RL-91-28
7. Status of 325 HWTUs NOI for Tank Storage (RL/PNL)
8. Closeout of Silver Letter Response Items (RL/PNL)
9. Status Action Items (Ecology/RL/PNL)
  - Old Action Items
    - 10-18-95:1 Person needed to take UMM minutes (Not Assigned)
    - 10-18-95:3 Transmittal of Ecology requested documents for the Administrative Record  
ACTION: D Lutter (PNL) to RL 10/23/95  
C Delannoy (RL) transmitted 11/29/95  
CLOSED
    - 11-08-95:1 Review and report back on proposed format for PMMs  
ACTION: J Wallace (Ecology)  
OPEN
    - 11-08-95:2 Administrative withdrawal of 3100 portion of the HWTU Part A, as requested in May 18, 1994 letter to RL  
ACTION: M Schlender/H Tilden (PNL)  
OPEN
  - New Action Items
10. General Discussion (Ecology/RL/PNL)
11. Next Project Managers Meeting (Ecology/RL/PNL)
  - Proposed January 17, 1995 date
  - Proposed topics

## Attachment 2

325 HAZARDOUS WASTE TREATMENT UNITS  
PROJECT MANAGER MEETING  
MT. Rainier Room, Building 337, 3rd Floor  
Richland, Washington

December 7, 1995  
3:30 p.m. to 4:30 p.m.

## Summary of Discussion and Commitments/Agreements

1. **Approval of Past Project Manager Meeting Minutes:** The November 8, 1995 Project Manager Meeting Minutes (PMM) were approved by Ecology and RL Project Managers.
2. **Signatory Sheet:** D. Lutter, PNNL, received a telephone call from EPA Region X, Dave Bartus, requesting EPA be removed from the signatory line for PMM minutes, all PMM correspondence, and submittal of PMM minutes to the Administrative Record. J. Wallace, Ecology, confirmed that EPA had met with Ecology and confirmed Ecology was the delegated authority and EPA's request should be granted. The PMMs approved today reflect the changes.
3. **Schedule for Part B Application Development:** Discussions were held on the timing and scheduling of the Part B workshops and integration of other units activities. The Part B Workshop is scheduled to begin March 18, 1995 and PNNL will try to stay on schedule.

M. Schlender was concerned with the impact on his project's resources and staff as well as J. Wallace's, Ecology, schedule and time commitments to get project activities reviewed and commented on.

J. Wallace, Ecology, stated that they no longer had anyone to do the budget projections so responsibility will fall back on her. She has not done this before and is not sure how much time, effort, or resources will be needed. A lot will depend upon what Ecology Management lists as their priority. M. Schlender, PNNL, suggested the project activities proceed as scheduled. J. Wallace, Ecology, agreed and suggested the issue continue to be statused in the PMMs for the next few months since it has the potential to change.

J. Wallace, Ecology, didn't know how the schedule was going to work since the 324 Closure Plan would be coming in for her review just before Christmas. She would only get about two weeks to review and comment on it and wasn't sure how that was going to work.

B. Delannoy, RL, stated that's another reason the integrated topic schedule is going to be critical for the next several months to

evaluate impacts. Another issue in regard to the Closure Plan is the time for other folks who are reviewing the plan and what their other responsibilities are.

M. Schlender, PNNL, added that the 324 DQO Process kickoff is scheduled for the first week of January and will take time getting everything in place.

G. Thornton, PNNL, wanted to know what was envisioned for the length of time needed for activities once the workshops start. B. Day and M. Schlender, PNNL, responded that there were a number of time frames for review and comment periods and that the schedule will be modified. B. Day, PNNL, stated the schedule for submittal to Ecology is October of 1996.

J. Wallace requested statusing of this item.

4. **Discussion on PMM Minutes:** Use of the alternate Project Manager Meeting format will be put on hold and brought up again at a later date.
5. **November 30, 1995 diversion from the retention process sewer (RPS) to the radioactive liquid waste system (RLWS):** J. Wallace, Ecology requested information on a diversion to the RLWS on November 30, 1995. B. Day, H. Tilden, and D. Lutter, PNNL provided general information on the incident. The RPS diversion alarm apparently went off indicating a diversion to the RLWS. The valve reset very quickly after it diverted indicating the cause was probably due to a radioactive particle in the liquid stream or a spurious instrumentation spike. J. Wallace, Ecology, wanted a follow-up report on the incident since it is not sure what caused the diversion. B. Day, PNNL, will work with Mark Riess, PNNL to provide a follow-up report at the January 11th PMM.
6. **Status of 325 HWTU Part B Permit Application, Working Draft, Rev.1 and the General Information portion of the Hanford Site Permit:** The 325 HWTU, Part B permit application, WORKING DRAFT, was submitted to Ecology November 27, 1995 and is on schedule.

J. Wallace, Ecology, has reviewed the first couple of chapters and said that overall it was looking good. However, one thing that really annoyed her was that the units of measurement were not consistent with the regulations nor were they consistent within the document. When the measurements are provided in metric units and not both it makes it difficult to review a document that is supposed to be fulfilling the regulations.

G. Thornton, PNNL, reminded everyone that the all of the contractors on site had been instructed by RL to report everything in metric. J. Wallace, Ecology, stated that the regulators hadn't gone to metric yet and it is time consuming for document reviewers to stop and convert all the measurements. It is recommended that the both measurements (English/Metric) be included. All of J.

Wallace's, Ecology, guidance documents, site wide permit, and everything she must compare it to, is in different units than what she's looking at.

J. Wallace, Ecology, had another concern in regards to the map units not being carried out to the appropriate decimal point and, when converted to metric, the measurement was apparently rounded down instead of up.

B. Day, PNNL, said that is a permitting issue and would need to talk with Westinghouse permitting staff on the issue.

B. Day, PNNL, to check with Westinghouse use of metric and English units of measurement. B. Delannoy to check at RL.

H. Tilden, PNNL, stated Ecology received and distributed copies of the General Portion of the Permit Application for internal. At the Steering Committee Meeting, Moses J., Ecology, wasn't optimistic in getting a quick turn around on that review. Ecology will be lucky if the review is completed within 60 days due to their staff's workloads according to J. Wallace, Ecology.

7. **Status of 325 HWTUs NOI:** D. Lutter reported on the status of the 325 NOI as being transmitted to Ecology on November 27 1995 along with the first printing of the Newspaper Notice. There is a 150 day comment period. If everything stays on schedule, the 325 Part A Application is expected to be filed on or around April 25, 1996.
8. **Closeout of Silver Letter Response Items:** H. Tilden, PNNL, provided J. Wallace, Ecology, with copies of signed close-out forms for three Silver Letter issues. The issues are pretty straight forward - the material had been lying around, PNNL put it on the list, the material has since been characterized and shipped off. Supporting documentation is available and no site inspections are anticipated to resolve the issues. J. Wallace, Ecology, will try to review them and provide comments by the end of this year, 1995.
9. **Status Action Items -**

Old Action Items:

10-18-95:1 Person needed to take PMM minutes. M.Schlender has provided a contract for a court reporter, Cheryl A. Pelletier, from Associated Reporters to take PMM minutes.

CLOSED.

10-18-95:3 Transmittal of Ecology requested documents. Transmitted to the Administrative Record November 29, 1995.

CLOSED.

11-08-95:1 Use of proposed format for PMMs. No further action is needed on deciding whether to use the proposed PMM format.

DELAYED INDEFINITELY.

11-08-95:2 Letter requesting Administrative withdrawal of 3100 portion of the 325 HWTU Part A. H. Tilden, PNNL reported the letter is expected to be transmitted for concurrence to RL by December 22, 1995 with transmittal to Ecology by January 19, 1996.

OPEN.

New Action Items:

12-07-95:1 Follow-up on cause of November 30, 1995 diversion to RLWS.  
ACTION: B. Day/M. Riess (PNL)

12-07-95:2 Talk with Westinghouse permitting staff on use of metric and English measurement in documents.  
ACTION: B. Day (PNL)

12-07-95:3 RL clarification of use of metric and English measurements in documents.  
ACTION: B. Delannoy (RL)

10. **General Discussion:** Under General Discussion J. Wallace, Ecology, asked if PNNL and RL would like to receive informal comments as she reviews the documents since it is taking an enormous amount of time to get correspondence out of the Ecology office. B. Delannoy, RL, said definitely since it would allow J. Wallace, Ecology, to use her review period interactively and perhaps take care of issues so that they never show up as comments. When issues are down to items that Ecology wants changed, then submit them as DRAFT and PNNL/RL will let J. Wallace know if they have a problem with the change and if not PNNL/RL can start working on making the change.

G. Thornton, PNNL, stated it would help to get unit issues out and hopefully solved before the first workshop.

S. Warren, PNNL, requested clarification on the time the PMMs began and in what order. After a brief discussion period Ecology/PNNL/RL all agreed that the meetings will be held the first Thursday of every month, January is an exception, start at 1 p.m. with the 325 PMM starting at 2 p.m.

B. Day, PNNL, requested clarification on if the next meeting would be held at the Ecology office. J. Wallace, Ecology, stated that it would be and want to stick with alternating between the 300 area meeting room and the Ecology Kennewick Office every other month.

J. Wallace, Ecology, requested that some time in the near future to pull the extraneous type issues out of these meeting and get them into a separate meeting.

11. Next PMM:

- January 11, 1996  
Ecology Kennewick Office, Room 8  
2:00 - 3:00 pm
- Proposed Topics: No new topics proposed at this time.



## Attachment 4

325 HAZARDOUS WASTE TREATMENT UNITS  
 Project Managers Meeting  
 Mt. Rainier Room, Building 337, 3rd Floor  
 Richland, Washington

December 7, 1995  
 3:30 p.m. to 4:30 p.m.

## Action Items

<u>Action Item #</u>	<u>Description</u>
10-18-95:1	Person to take PMM minutes. ACTION: Unassigned CLOSED: M. Schlender (PNL) has provided a contract for Court Reporter.
10-18-95:3	Transmittal of Ecology requested documents for the Administrative Record. ACTION: B. Delannoy (RL) CLOSED 11/29/95
11-08-95:1	Review and report back on proposed format for PMMs. ACTION: J. Wallace (Ecology) CLOSED: Delayed for an indefinite period of time.
11-08-95:2	Administrative withdrawal of 3100 portion of the HWTU Part A, as requested in May 18, 1994 letter to RL. ACTION: H. Tilden (PNL) OPEN
12-07-95:1	Follow-up on cause of November 30, 1995 diversion to RLWS. ACTION: B. Day/M. Riess (PNL) OPEN
12-07-95:2	Contact Westinghouse permitting staff on use of metric and English units of measurement in documents. ACTION: B. Day (PNL)
12-07-95:3	RL clarification on use of metric and English units of measurements in documents. ACTION: B. Delannoy (RL)

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Attachment 5

325 HAZARDOUS WASTE TREATMENT UNITS  
Project Managers Meeting  
Mt. Rainier Room, Building 337, 3rd Floor  
Richland, Washington

December 7, 1995  
3:30 p.m. to 4:30 p.m.

Proposed PMM Format

DRAFT

325 HAZARDOUS WASTE TREATMENT UNITS  
Project Managers Meeting  
Mt Rainier-337 Building, 3rd Floor  
Richland, Washington

December 7, 1995  
3:30 p.m. to 4:30 p.m.

Agenda

1. Approval of Past Unit Managers Meeting Minutes (Ecology/RL/PNL)
2. Signatory Sheet - EPA's request for removal
3. Schedule for Part B Application Development (Ecology/RL/PNL)  
-Discuss timing and scheduling of workshop sessions
4. Alternate PMMs procedure (Ecology/RL/PNL)
5. Closeout of Silver Letter Response Items (RL/PNL)
6. General Discussion (Ecology/RL/PNL)
7. New Action Items (Ecology/RL/PNL)
8. Next Unit Managers Meeting (Ecology/RL/PNL)
  - Proposed January 17, 1995 date
  - Proposed Topics

## DRAFT

## STATUS/OLD ACTION ITEMS

325 HAZARDOUS WASTE TREATMENT UNITS  
 Project Managers Meeting  
 Mt Rainier-337 Building, 3rd Floor  
 Richland, Washington

December 7, 1995  
 3:30 p.m. to 4:30 p.m.

1. 325 HWTUs Part B Permit Application, WORKING DRAFT, Rev. 1
  - Document Status
    - WORKING DRAFT went to RL on November 1, 1995.
    - WORKING DRAFT transmitted to Ecology on November 16, 1995
  - Schedule for Part B Application Development
    - On schedule
  - Hanford Facility Dangerous Waste Permit Application, General Information, DOE/RL-91-28
    - Transmitted to Ecology 11-22-95
  
2. 325 HWTUs NOI for Tank Storage
  - Transmitted to Ecology November 27, 1995
  - Newspaper Notice submitted and first printing was on November 27, 1995.
  
3. Old Action Items
  - 10-18-95:1 Person need to take PMMs minutes  
 ACTION: Not assigned  
  
 CLOSED: PNL has let a contract to provide a person
  - 10-18-95:3 Transmittal of Ecology requested documents for Administrative Record  
 ACTION: D. Lutter (PNL)- Transmitted to RL 10-23-95  
 C. Delannoy (RL)- Transmitted 11-29-95
  - 11-08-95:1 Review and report back on proposed format for PMMs  
 ACTION: J Wallace (Ecology)  
  
 OPEN
  - 11-08-95:2 Administrative withdrawal of 3100 portion of the HWTU Part A, as requested in May 18, 1995 letter to RL  
 ACTION: M Schlender/H Tilden (PNL)  
  
 OPEN

## Distribution:

M. A. Barnard	RL	L4-40
R. C. Bowman	WHC	H6-24
R. M. Carosino	RL	A4-52
C. E. Clark	RL	A5-15
B. J. Day	PNL	P7-79
C. R. Delannoy	RL	A5-15
G. H. Fess	PNL	P7-79
G. D. Hendricks	GSSC	B1-42
S. M. Price	WHC	H6-23
M. J. Riess	PNL	P7-75
G.T. Thornton	PNL	P8-45
H. T. Tilden II	PNL	P7-79
P. J. Turner	PNL	P7-34
M. C. Vargas	RL	K8-50
J. J. Wallace	Ecology	B5-18
RCRA Files/GHL	WHC	H6-23

ADMINISTRATIVE RECORD (Two Copies): 325 Hazardous Waste Treatment Unit, T-3-4  
 [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

Please send comments on distribution list to D. K. Lutter (P7-79), (509) 376-5631.