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November 14, 1989

Meeting Minutes Transmittal/Approval

Unit Managers' Meeting: 1100-EM-1 Operable Unit

Federal Building, Room G-53, Richland, WA

October 19, 1989

From/ Appvl. Robert K. Stewart Date: 11/15/89  
Robert K. Stewart, 1100-EM-1 Unit Manager, DOE-RL

Appvl.: David R. Egan Date: 11/16/89  
Paul T. Day, Project Manager & Acting 1100-EM-1 Unit Manager, EPA

Appvl.: Approved per tel/con to RKS Date 11/1/89  
Larry Goldstein, 1100-EM-1 Unit Manager, WA Department of Ecology

<p>To: Chuck Cline, WDOE Ward Staubitz, USGS Mike Thompson, DOE-RL (A6-95) Jerry Chiaramonte, SWEC/IT (A4-35) Jack Waite, WHC (H4-52) Tom Wintczak, WHC (H4-17) Mel Adams, WHC (H4-55) Rick McCain, WHC (H4-55) Roy Gephart, PNL (K6-97) Brian Sprouse, WHC (H4-51) Mark Musolf, WHC (B3-26) Bill Price, WHC (S0-03) Steven Clark, WHC (L4-92) Don Kane, PNL (K1-74) Donna Lacombe, PRC Dave Einan, EPA Doug Sherwood, EPA Jim Patterson, WHC ADMINISTRATIVE RECORD (1100-EM-1) [Care of Susan Wray, WHC (H4-51C)]</p>	<p>cc. Ronald D. Izatt (A6-95) Director, DOE-RL, ERD Elizabeth A. Bracken (A6-95) Chief, Policy and Permits Br., DOE-RL, ERD Roger D. Freeberg (A6-95) Chief, Rstr. Br., DOE-RL/ERD H. E. (Hank) McGuire (H4-51) Mgr., Reg. Compli., WHC Richard D. Wojtasek (H4-17) Prgm. Mgr. WHC</p>
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Meeting Minutes are attached. Minutes are comprised of the following:  
Attachment #1 - Meeting Summary/Summary of Commitments and Agreements;  
Attachment #2 - Stated Schedule; Attachment # 3 - Agenda for the Meeting;  
Attachment #4 - Attendance List; Attachment #5 - Operable Unit  
Commitments/Agreements Status List; and Attachment #6 - Work Progress.



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**Attachment #1**

**Meeting Summary and Summary of Commitments and Agreements**

**1100-EM-1 Operable Unit Managers Meeting**

**October 19, 1989, Federal Building, Room G-53**

1. Status of Action Items from the September 13, 1989 UM Meeting was given by Steve Clark. Status is shown in Attachment #5.
2. Work progress - Steve Clark reported work progress. Work progress to date is summarized in Attachment #6. Preliminary analytical results were reported from soil samples taken at the 1100-1 and 1100-2 sites. Discrepancies in the chemical analyses are being encountered between lab splits of 1100-2 samples. Discrepancies have not been resolved.

Action # 11EM1.23: WHC is to present at the special topics data management meeting, October 25-26, a strategy for documenting/reporting data discrepancies and procedures for resolving discrepancies. Action: Steve Clark

Action # 11EM1.24: WHC (Jim Patterson) will report to DOE (Bob Stewart) by October 20 as to what measures are being taken by the Office of Sample Management to resolve the conflicting analytical data on the 1100-2 sample splits.

Action # 11EM1.25: At the next UM meeting, WHC will present preliminary site characterization data in handout or viewgraph form. Action: Steve Clark

3. RI/FS schedule - Rick McCain discussed schedule status. The updated schedule (Attachment #2) is presented in Timeline format but it is not statused relative to the baseline schedule given in the approved work plan. Drilling at the Horn Rapids landfill has been delayed until about mid-November pending resolution of health and safety issues. Installation of ground water monitoring wells will start October 20.

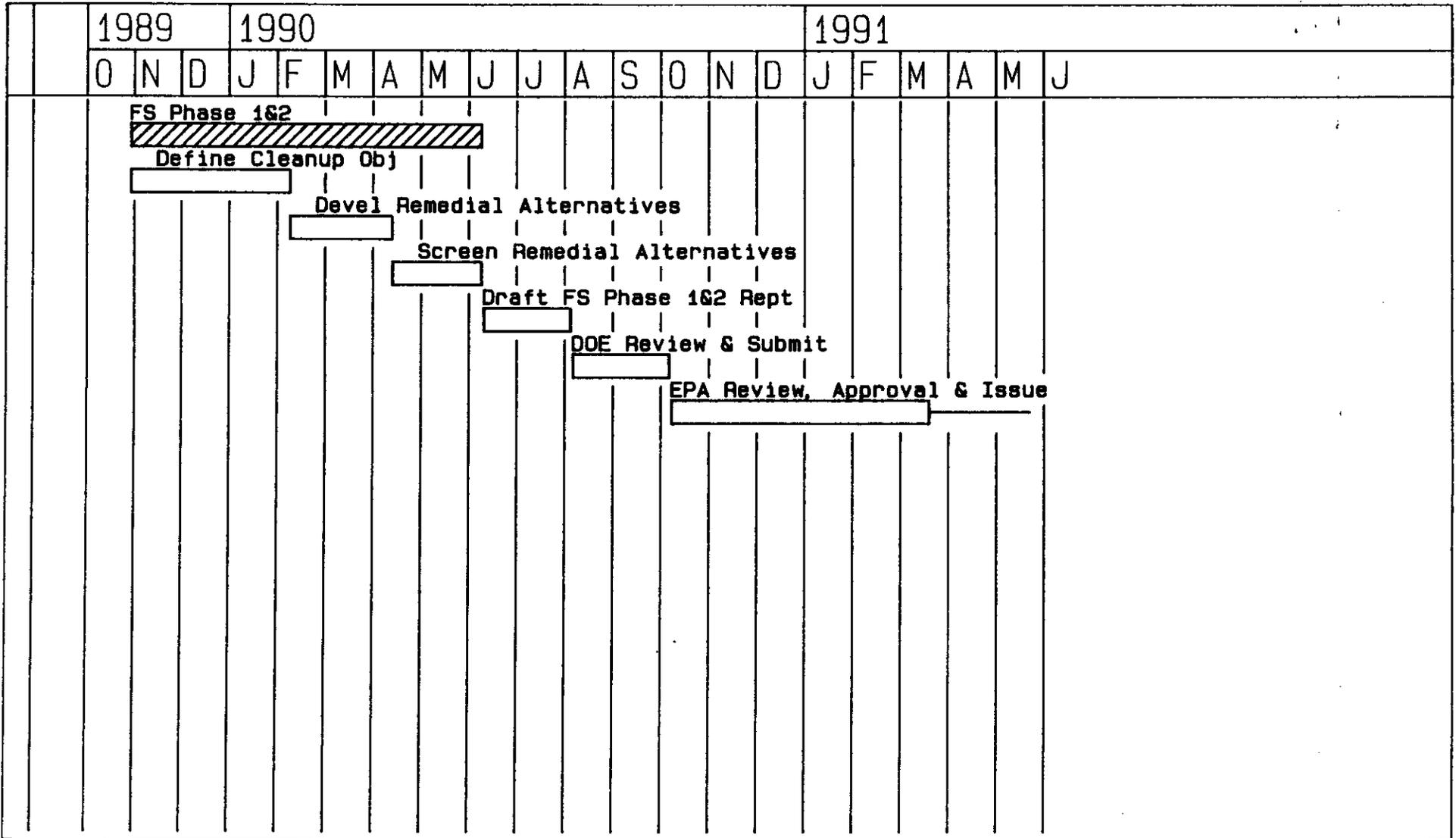
Action # 11EM1.26: WHC (Rick McCain) is to modify the schedule to show baseline and status (percent complete to date).

4. A change control package is needed to revise the schedule in the TPA consistent with the approved work plan schedule.

Action # 11EM1.27: A change control request is to be submitted for updating the Action Plan consistent with the baseline schedule shown in the approved Work Plan. Action: Bob Stewart/Tom Wintczak [Note: A submittal date was not discussed.]

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Attachment #2



LEGEND

TASK NAME

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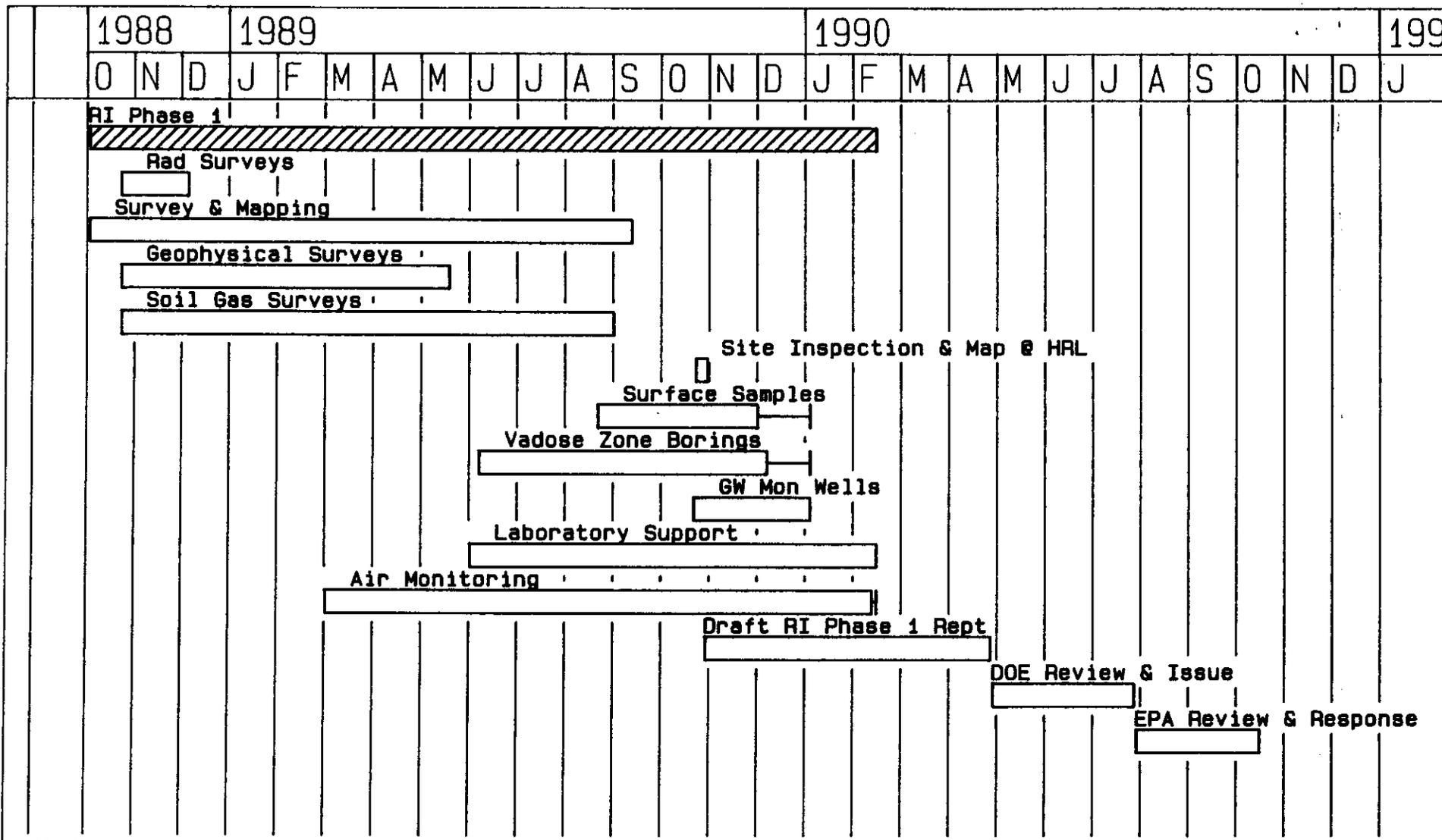
Summary task

1100-EM-1 RI/FS

R.G. McCain

RUN DATE 17OCT89  
AS OF DATE 18OCT89

TIME LINE<sup>®</sup> GRAPHICS



LEGEND

TASK NAME

SLACK



△ MILESTONE

Summary task



1100-EM-1 RI/FS

R.G. McCain

RUN DATE 17OCT89  
AS OF DATE 18OCT89

TIME LINE<sup>®</sup> GRAPHICS

Attachment #3

Unit Manager's Meeting Agenda  
1100-EM-1 OU  
October 19, 1989  
8:30-9:30 AM  
RM G-53, Federal Bldg.

Introduction:

Status:

    Action Items

    Remedial Investigation

    Schedule

Issues:

Other Topics:

Agreements and Commitments:

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Attachment #4  
Attendance List  
1100-EM-1 Unit Managers Meeting  
October 19, 1989

Name	Organization	1100-EM-1 Responsibility	Phone
R.K. Stewart	DOE-RL/ERD	Unit Manager	509-376-6192
P.T. Day	EPA	Unit Manager	509-376-6623
L. Goldstein	WDOE	Unit Manager	206-438-7018
K.M. Thompson	DOE-RL/ERD	Hydrology	509-376-6421
G.R. Chiaramonte	SWEC/IT	GSSC for DOE/RL	509-376-7829
D.A. Myers	SWEC/IT	GSSC for DOE/RL	509-376-0969
R.G. McCain	WHC	RI Coordinator	509-376-0777
T.M. Wintczak	WHC	Contractor Representative	509-376-0902
C.S. Cline	WDOE	Hydrogeologist	206-438-7556
S.W. Clark	WHC	RI Coordinator	509-376-1513
W. Staubitz	USGS	EPA Consultant	206-593-6510
D. Lacombe	PRC	EPA Consultant	505-662-3822
D. Sherwood	EPA	Environmental Engineer	509-376-9529
D. Einar	EPA		509-376-3883
J. Patterson	WHC		509-376-0568
D. Kane	PNL	Batelle EMO Representative	509-375-2333
G. Hofer	EPA		206-442-2803
M. Olascoaga	WHC	EE&T Group	509-376-2493
J.J. Broderick	DOE		509-376-4197
M. Lauterbach	WHC	EE&T Group	509-376-5257

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Attachment #5

Commitments/Agreements Status List

1100-EM-1 Operable Unit

September 13, 1989

Item No.	Action	Status
11EM1.2	<p>1. DOE/WHC to investigate circumstances of disposals and make recommendation to EPA on disposition of 1100-2 and 1100-3 (CERCLA vs RCRA)</p> <p>2. R. Mc Cain/T. Wintczak - Pursue options with WHC's regulatory analysis group on CERCLA vs RCRA for 1100-2, 1100-3</p>	<p>Closed</p> <p>Continue handling under CERCLA, but if any field evidence is uncovered which indicates that RCRA waste may have been disposed, then the issue will be reopened.</p>
11EM1.20	<p>WHC (T. Wintczak) is to provide a list of procedures/manuals being prepared or cleared subsequent to those referenced in the 1100-EM-1 Work Plan</p>	<p>Open</p> <p>Jim Patterson will follow up and report status on Oct 19.</p>
11EM1.21	<p>The issue of developing a work plan change process is to be discussed at the October Project Managers Meeting. WHC (Tom Wintczak) is to provide examples of the different levels of changes for review by the Project Managers.</p>	<p>Closed (for 1100-EM-1)</p> <p>This item was not discussed at the October PM meeting and will be transferred to the General Topics meeting for November.</p>

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11EM1.22 The issue of implementation of Paragraph 101 of the TPA will be addressed by the project managers at their October meeting. WHC (Tom Wintczak) is to prepare an issue paper within two weeks which identifies the specific questions which must be responded to by EPA/Ecology to better understand the broader issues associated with data collection and data reporting. This paper will also identify questions on broader issues (e.g. HEIS, lab availability) which need to be addressed at a later date. Pending the outcome of discussions by the project managers, WHC is to expand the issue paper to address the broader issues which were identified.

Closed (for 1100-EM-1)  
This issue was transferred to the General Topics Unit Manager Meeting held on Oct. 18.

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Attachment #6  
Work Progress  
1100-EM-1 Operable Unit

October 19, 1989

RI Activities:

- o Vadose zone borings
  - 3 background vadose zone boreholes drilled; analyses complete.  
1100-1 -- battery acid pit.  
1100-2,3  
Horn Rapids Landfill.
  - 7 shallow vadose zone boreholes drilled; analyses complete.  
1100-1 -- battery acid pit.  
1100-2,3
  - 2 deep vadose zone boreholes drilled; one each at 1100-2,3.
  - Borehole drilling planned at antifreeze tank site.
  - Drilling at Horn Rapids Landfill delayed for resolution of issues of personnel protection and revision of the pre-job health and safety plan.
- o Groundwater Monitoring Wells
  - To begin drilling at Horn Rapids Landfill this week.
  - Delayed to resolve conflicts between EIIs and WHC Projects procedures.
- o Surface Sampling
  - Completed at the UN-1100-6 "discolored soil" site.
  - Planned for reconnaissance at the Horn Rapids Landfill.
- o Soil gas survey report completed.
- o Air quality sampling status report received.
- o Statement of Work prepared for RI Phase 1 report.

FS Phase 1 & 2 Activities:

- o Internal review of cleanup objectives.
- o Statement of Work prepared to bring contractor on board.

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