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August 4, 1989

Meeting Minutes Transmittal/Approval

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

Federal Building, Room G-53, Richland, WA

July 14, 1989

From/ Appvl. Robert K. Stewart Date: 8/4/89
 Robert K. Stewart, 1100-EM-1 Unit Manager, DOE-RL

Appvl.: Paul T. Day Date: 8/4/89
 Paul T. Day, Project Manager & Acting 1100-EM-1 Unit Manager, EPA

Appvl.: Verbal Approval by tel/con to RKS Date 7/28/89
 Larry Goldstein, 1100-EM-1 Unit Manager, WA Department of Ecology

To: Emily Pimentel, PRC
 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)

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

Meeting Minutes are attached. Minutes are comprised of the following:
 Attachment #1 - Meeting Summary/Summary of Commitments and Agreements;
 Attachment #2 - Statused Schedule (Remedial Investigation Phase I schedule from revised Work Plan (draft) provided to EPA/Ecology on May 1, 1989;
 Attachment #3 - Agenda for the Meeting; Attachment #4 - Attendance List; and Attachment #5 - Operable Unit Commitments/Agreements Status List. For the Commitment/Agreements Status List, commitments/agreements are numbered consecutively from the first 1100-EM-1 Operable Unit Managers' Meeting and tracked until they are completed; completed items are shown as completed once and are then dropped from the list.

This was the third Unit Managers' Meeting conducted for the 1100-EM-1 Operable Unit. The meeting was conducted in accordance with provisions of the Tri-Party Agreement. Minutes are consistent with requirements of the Agreement. Any questions concerning these minutes or the meeting should be addressed to one of the above Operable Unit Managers as appropriate.

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Attachment #1

Meeting Summary and Summary of Commitments and Agreements

1100-EM-1 Operable Unit Managers Meeting

July 14, 1989, Federal Bldg., Room G-53

Meeting Summary

1. Status of Action Items from the June 13, 1989 UM Meeting was given by WHC/Rick McCain. Status is shown in Attachment #5.
2. RI/FS schedule - Rick McCain presented the current status of the schedule (Attachment #2). The work is essentially on schedule to slightly ahead of schedule. Drilling of shallow soil borings has proceeded better than anticipated. EPA reported only minimal comments on the work plan from the general public. [Note: Following the meeting it was determined that no comments were received from the public.] This may permit some additional compression of the review schedule.
3. Work progress - Rick McCain reported that the soil gas work is now done. The background vadose holes have been completed. Water levels will be confirmed when the surveying is completed. The first shallow soil boring at the 1100-2 site has been completed. Work on the mapping of the operable unit is going forward. Aerial photographs have been taken and the topographic map is due out in September.
4. Discussion of the handling and analytical requirements for drill cuttings and decontamination wash water was held. (See item 3. below for agreement.)
5. Timing of incorporating EPA/Ecology comments on the EIIs was discussed.

Summary of Commitments and Agreements

Agreement: The EII Manual will be revised based exclusively on DOE comments and issued in mid-August. EPA/Ecology comments will be included in the next revision. There was consensus that this strategy will not impact the August 15, 1989 approval of the 1100-EM-1 Work Plan.

Action # 11EM1.13: Meeting to be held in Mid-August (Unit Manager Meeting timeframe) to discuss the guidelines for EII contents. DOE (Bob Stewart) will provide updated EIIs to EPA/Ecology at that time.

2. Due to the increasingly busy schedules of the involved parties, it is essential to provide sufficient notice of when Unit Manager meetings are to be held. A six-month advance schedule is recommended.

Action # 11EM1.14: DOE (Bob Stewart) will coordinate arrangements for the meetings. The next UM Meetings are scheduled for August 15-17, 1989. At that time Bob Stewart will present the

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tentative schedule for the next several months. [Note: This item is recommended for elevation to Project Manager level as it applies to all operable units.]

3. Turn-around of CLP analyses of drill cuttings and decontamination wash water is about 40 days. More expedient methods are needed for hazardous waste characterization.

Agreement: Borehole data will be adequate for characterization. Drums may be left on-site, in secured storage until characterization is complete. Disposition of cuttings and wash water will be determined following receipt of analyses. Disposal of clean materials may occur on site. Holding time for these drummed materials is not subject to the 90-day limitations of RCRA. [Note: DOE anticipates that the cuttings and wash water will be dispositioned within 90-days of generation. This issue impacts all operable units.]

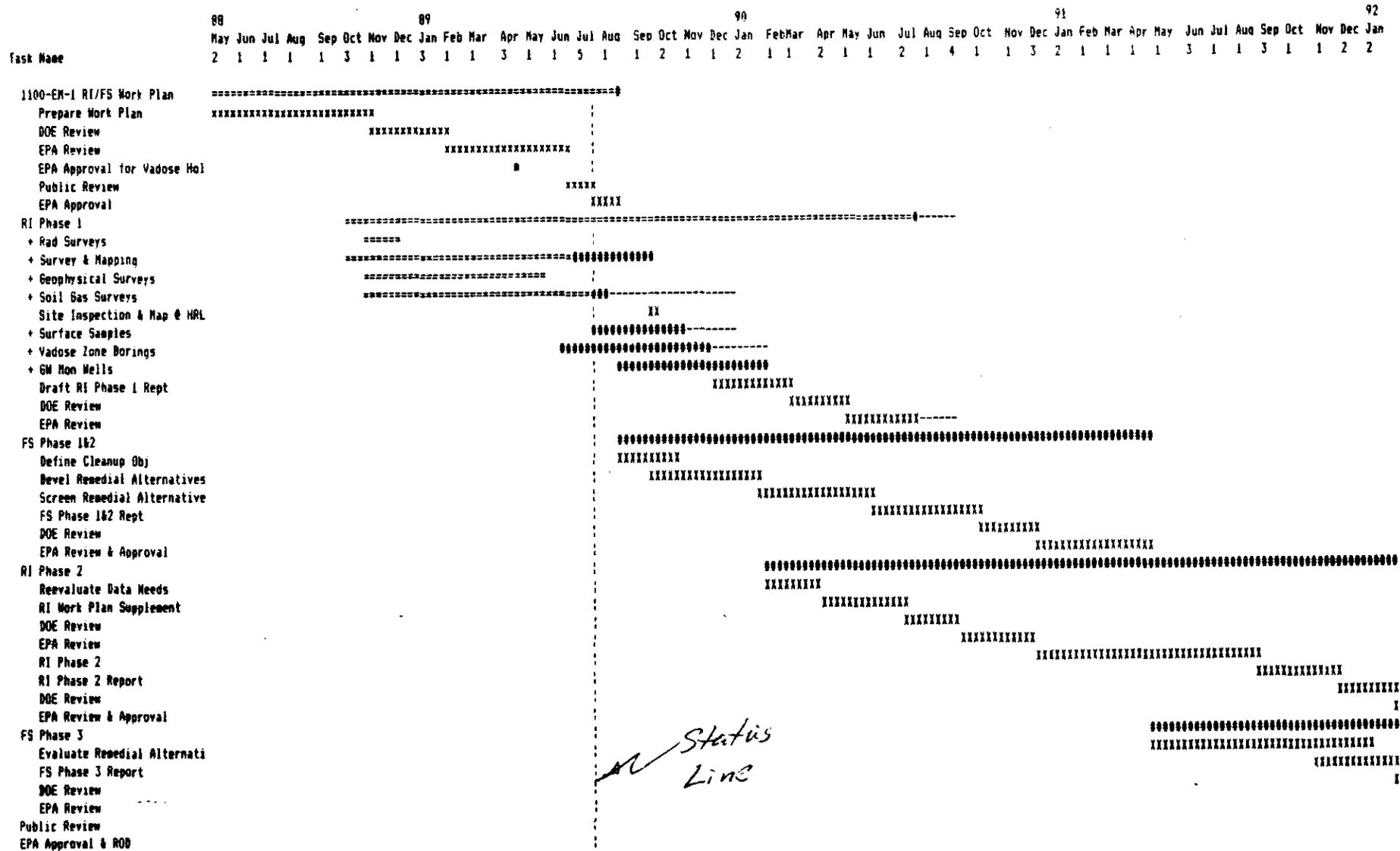
4. Final DOE/WHC responses to set #2 of EPA Work Plan comments were given to the EPA and Ecology at this UM meeting.

Agreement: In the future, EPA will provide DOE with a computer disk containing their comments. The file will be in WordPerfect 4.2 Format. Comments and corresponding responses will be collated, i.e., individual responses will immediately follow each comment.

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Schedule Name : 1100-EM-1 RI/FS Work Plan & RI Phase 1
 Responsible : R.G. McCain
 As-of Date : 13-Jul-89 Schedule File : C:\TL3\DATA\1100EM1

Baseline Schedule



Status Line

 XXXX Detail Task 0000 Summary Task M Milestone
 xxXX (Started) ==000 (Started) >>> Conflict
 XX-- (Slack) 000-- (Slack) ..XX Resource delay

 Scale: 1 week per character

Attachment #3

AGENDA

Unit Managers Meeting

1100-EM-1 Operable Unit

July 14, 1989

Federal Building , Room G-53

12:30 - 3:00 pm

1. Introduction
2. Action Item Status (See (6/13/89 Unit Managers' Meeting Minutes)
3. Work Progress
 - o Work Plan
 - o RI Activities
 - Soil Gas Survey
 - Vadose Drilling
 - o Schedule
4. Issues
 - o Handling of drill cuttings and wash water
5. Other Topics (as required)
6. Summary of Agreements and Commitments

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Attachment #4

Attendance List
1100-EM-1 Unit Managers Meeting
June 13, 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
K.M. Thompson	DOE-RL/ERD	Hydrology	509-376-6421
G.R. Chiaramonte	SWEC/IT	GSSC for DOE/RL	509-376-0969
D.A. Myers	SWEC/IT	GSSC for DOE/RL	509-376-0969
R.G. McCain	WHC	RI Coordinator	509-376-0777
C.S. Cline	WDOE	Unit Manager, Acting	206-438-7556
S. Clark	WHC	RI Coordinator	509-376-1513
W. Staubitz	USGS	EPA Consultant	206-593-6510
E. Pimentel	PRC	EPA Consultant	415-543-4880

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Attachment #5

Commitments/Agreements Status List*

1100-EM-1 Operable Unit

July 14, 1989

Item No.	Action	Status
11EM1.2	DOE/WHC to investigate circumstances of disposals and make recommendation to EPA on disposition of 1100-2 and 1100-3 (CERCLA vs RCRA)	Open, still investigating
11EM1.6	R. Stewart/T. Wintczak - The ultimate number of copies will be decided by DOE and WHC.	Open - Not yet resolved
11EM1.7	The issue of establishing a site-wide database and policy/procedures for background samples is to be investigated. Action for WHC, ER/RA Program Office	Closed - Issue of site-wide background sampling is being elevated to Project Manager level and is closed as an 1100-EM-1 action item. Agreement was reached that all background samples will be flagged in the data base, and thus be available for analysis.
11EM1.8	Agency comments on the work plan - EPA requested that formal responses be documented for the second set of agency comments on the work plan.	Open - Preparation of second round responses was delayed; responses provided at meeting. Based on discussions, it was agreed that responses will be "interleaved" with comments dependent on receiving computer file of agency comments.
11EM1.9	EIIs will be put into the Administrative Record.	Closed - Manuals were placed in the Administrative Record and Public Repositories for public comment. WHC has been directed to place the Administrative Record on controlled distribution for the manual. When EIIs are revised they will be routinely updated in the Administrative Record. Manuals residing in

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the public repositories will be periodically updated.

11EM1.10 Arrange for a Quality Assurance meeting, tentatively to be held in July.

Open - Meeting scheduled for July 21, 1989.

* Does not contain commitments for July 14 meeting; see Attachment #1 for these.

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