



THE MEMPHIS DEPOT TENNESSEE

ADMINISTRATIVE RECORD COVER SHEET

AR File Number 253

MEETING MINUTES**FINAL**

253

SUBJECT: BRAC Cleanup Team (BCT)/Remedial Project Managers (RPM) Meeting

MEETING DATE: July 2, 1997 at 9:30 a.m.

MEETING LOCATION: Building 144, Defense Distribution Depot Memphis

ATTENDEES:

Mr. Glenn Kaden, Defense Distribution Depot Memphis (DDMT)
Dr. Dann Spariosu, Environmental Protection Agency (EPA)
Mr. Jordan English, Tennessee Department of Environment and Conservation (TDEC)
Mr. Terry Templeton, Tennessee Department of Environment and Conservation
Mr. Shawn Phillips, Defense Distribution Depot Memphis
Ms. Denise Cooper, Defense Distribution Depot Memphis
Mr. Julian Savage, Corps of Engineers - Huntsville (COE-Huntsville)
Mr. Kurt Braun, Corps of Engineers - Mobile (COE-Mobile)
Mr. Greg Underberg, CH2M Hill
Ms. Sue Estes, ME3, L.L.C.

1. Introduction of Meeting Objectives

Develop a strategy for the future and determine decision criteria.

2. Groundwater Interim Remedial Action Design

- Mr. Kurt Braun forwarded the Interim Remedial Action (IRA) workplans to Omaha District to begin the contracting process.
- TDEC agreed to forward comments to DDMT by July 3, 1997.
- DDMT agreed to forward TDEC and DDMT comments to COE-Huntsville by July 7, 1997.
- Dr. Spariosu would rely on TDEC and COE-Huntsville to review engineering aspects of project. EPA and USGS would concentrate on the modeling aspects of the project.
- Dr. Spariosu instructed Mr. Braun to proceed with the well installation contract upon receipt of TDEC's comments.
- The BCT agreed to the locations of the first seven wells as depicted in the 90% Groundwater Design.
- The WES model would determine the location of the Phase 2 and 3 wells.

3. Other Groundwater Reports

3.a. Groundwater Characterization Technical Memorandum

- The BCT had received annotated responses to Groundwater Characterization Technical Memorandum (GCTM) comments. Dr. Spariosu to ensure USGS received responses to their comments.

- July 16, 1997 scheduled as BCT comment response review and approval suspense date. The BCT was encouraged to contact Mr. Underberg directly if they had questions.
- CH2M Hill to revise GCTM within two weeks of receiving approval of comment responses.
- Mr. Templeton requested the BRAC, Screening, and RI Sampling reports be provided in electronic format as soon as possible.
- TDEC requested project lab sheets to ensure the data was copied correctly from the lab sheets into the data base. TDEC and CH2M Hill to coordinate on lab sheet/data process.

3.b. WES Groundwater Modeling Report

- The BCT had received responses to comments regarding the WES Groundwater Modeling Report.
- The BCT agreed to the following approach to the WES Groundwater Modeling Report:
 - Install the Phase 1 wells and gather the appropriate data;
 - Update the model with the new data;
 - Produce a revised WES Groundwater Modeling Report to include the updated model, responses to EPA and USGS comments, and to incorporate any appropriate comments.
- Mr. Savage would instruct WES to respond to EPA and USGS comments via a letter memorandum by early August.
- Dr. Spariosu would contact Mr. Jack Carmichael, USGS, to discuss concerns regarding permeability of the Fluvial Aquifer.

4. Background Sampling Report

- The BCT had received responses to comments.
- CH2M Hill had received TDEC comments.
- EPA and DDMT to provide comments to CH2M Hill by July 23, 1997. EPA would forward their comments to DDMT. DDMT would forward all comments to CH2M Hill.
- CH2M Hill would coordinate a BCT conference call to discuss the use of background values. CH2M Hill would propose changes to Table 5-1, including the use of Region III RBCs from the March 1997 guidance, and rerun the table.
- CH2M Hill would provide a limited response package addressing those Background Sampling Report comments germane to the decision criteria process and would produce a complete response package to include the limited responses at a later date.

5. Underground Storage Tanks (USTs)

- The BCT agreed DDMT could remove the two remaining USTs at Building 257 in accordance with state tank closure procedures.

6. Partnering Session

- When? As soon as possible.
- Who? All project managers with separate sessions for the BCT, if necessary.
- No date or place was determined.

7. Decision Criteria and Process:

- TDEC suggested the use of EPA's preliminary risk evaluation process to screen sites to determine whether a site needed further evaluation, should continue into the Remedial Investigation phase, or required no further action.
- The BCT would look at whether a site did or did not exceed either background or PRE screening value. The following matrix was developed:

	Screening Not Exceeded	Screening Exceeded
Background Not Exceeded	1	2
Background Exceeded	3	4

- Two different scenarios exist for being in - either above background and below PRGs, or above PRGs and below background. And the BCT would make decisions about those.
- The BCT agreed to meet from noon on August 4, 1997 until August 6, 1997 to agree on background values and to crank the BRAC and Screening site sampling results through the PRE process.
- The BCT agreed not to delay the PRE process until the Background Sampling Report was revised to incorporate BCT comments.
- The BCT agreed to the following process:
 - Identify when risk based criteria was less than background. These would be the unique situations where a decision about background and exposure scenarios was required (Hill action by July 28, 1997).
 - Agree to background values.
 - Review and comment on Background Sampling Report (TDEC and DDMT have commented; EPA will provide comments by July 23, 1997).
 - Provide comments to Hill.
 - Hill will provide responses to comments (No suspense was established).
 - Propose use of background data and update Table 5-1 (Background Sampling Report) by July 21, 1997 (Hill action to update and forward to DDMT, DDMT action to forward updated table to BCT)
 - Present updated Table 5-1 and agree on background values at a meeting August 4 - August 6, 1997.
 - Complete preliminary risk evaluation (PRE) process (up to background values).
 - Propose parameter-specific preliminary remediation goals (PRGs) by July 21, 1997 (Hill action). These may include soil (residential or industrial), ecological, groundwater, sediment, ambient water quality, and soil to

groundwater transfer. These may also include only certain constituents of concern (for example, lead could be a concern while aluminum might not be a concern).

- Compare environmental samples to screening transfers from soil to groundwater.
- Flag exceedances separately. This may lead to some DDMT specific soil analysis or leachate analysis procedures to see if the soil was potential ground water source.
- Conduct a conference call at 1000 on July 31, 1997 to discuss media-specific PRGs (Hill action).
- Agree on PRE criteria (Hill to incorporate before the August 4, 1997 meeting).
- Generate final tables (Hill action).
- Use agreed-to background values.
- Use agreed-to risk based concentrations.
- Attend data evaluation workshop beginning at noon on August 4 - August 6, 1997.
- First half day spent w/ Hill risk assessor in a risk assessment overview.
- Evaluate and agree upon which sites are clearly going further in the process and which sites drop out.
- Create "subjective" evaluation table for all the remaining sites.

ACTION ITEMS SUMMARY

ITEM #	ISSUE	ACTION	WHO	DEADLINE	
				Target Date	Completion
1	IRA	Forward 90% Design to contractor for construction review	Kurt Braun	7/15/97	7/17/97
2	IRA	Notify J. Savage of construction review and contracting process status	Kurt Braun	7/15/97	8/1/97
3	IRA	Provide comments on 90% Design	TDEC/DDMT	7/7/97	7/9/97
4	IRA	Ensure USGS received GCTM comment responses	Dann Spariosu	7/8/97	7/8/97
5	IRA	Review and approve GCTM comment responses	BCT	7/16/97	7/16/97
6	IRA	Respond to Modeling Report comments	Dave Richards	8/7/97 -	8/4/97
7	IRA	Provide TDEC the WES modeling runs of original design concept with off-site wells	Julian Savage	7/30/97	
8	Background	Provide comments on Background Sampling Report	EPA DDMT	7/23/97	7/21/97

Notes: IRA = Interim Remedial Action

USGS = United States Geologic Survey

GCTM = Groundwater Characterization Technical Memorandum

WES = Waterways Experiment Station

TDEC = Tennessee Department of Environment and Conservation

EPA = Environmental Protection Agency

DDMT = Defense Distribution Depot Memphis, Tennessee

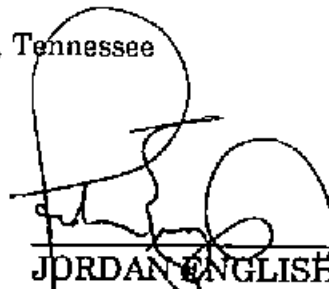
Concur:



G.L. KADEN
DDMT BEC



DANN SPARIOSU
EPA Region IV



JORDAN ENGLISH
TDEC

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