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THE MEMPHIS DEPOT TENNESSEE

ADMINISTRATIVE RECORD COVER SHEET

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BRAC Cleanup Team

Meeting Minutes

December 20, 2001

BRAC Cleanup Team	Organization	Phone
John De Back	Defense Logistics Agency (DLA)/Defense Distribution Center (Memphis)	(901) 544-0622
Turpin Ballard	Environmental Protection Agency, Region IV (EPA)	(404) 562-8553
James Morrison	Tennessee Department of Environment and Conservation, Memphis Field Office, Division of Superfund (TDEC)	(901) 368-7958
Project Team	Organization	Phone
Dorothy Richards	Corps of Engineers	(256) 895-1463
David Ladd	U.S. Geologic Survey	(615) 837-4773
Stephen Offner	CH2M Hill	(770) 604-9182 x302
David Nelson	CH2M Hill	(770) 604-9182 x394
Bryan Burkingstock	CH2M Hill	(770) 604-9182 x369
Denise Cooper	Cooper & Associates	(901) 767-1249

Project Review

Document Reviews using Adobe

The BCT discussed issues surrounding document reviews using Adobe Acrobat. Mr. Steve Offner mentioned issues CH2M Hill encountered producing the draft Dunn Field RI in PDF format especially Excel spreadsheets. For problems converting Excel tables into PDF files, Mr. John DeBack suggested using PDF Maker instead of Distiller.

The BCT requested that the table of contents include hotlinks to appendices, tables and figures. Mr. David Ladd requested that the table of contents hotlink include the name of the table or figure. Mr. Turpin Ballard demonstrated and the BCT discussed ways to improve and simplify the project team's use of the Adobe Acrobat process to generate comments and response to comments.

Mr. DeBack asked about accessing the documents on CH2M Hill's web site for review and comment. Mr. David Nelson indicated CH2M Hill's web site size restrictions limited their ability to place large documents on the web site. Ms. Dorothy Richards confirmed that the BCT could access the Corps web site for document reviews. The BCT discussed and implemented a web site document security policy.

Mr. Morrison requested a hard copy of tables and figures, as they are difficult to see on the computer screen. Mr. DeBack offered to print the figures and tables Mr. Morrison wanted and for him to contact Mr. Clyde Hunt with his request.

Dunn Field Feasibility Study (FS) Alternatives

Mr. Offner discussed available remedial alternatives likely to make it through the Dunn Field FS screening process. The BCT provided input on what the FS should include to facilitate their review of the alternatives in the FS. The project team discussed items to consider during the evaluation and screening of available alternatives during development of the FS.

The BCT concurred to conduct a removal action for the pistol range and bullet stop as excavation and off-site disposal appeared to be the best alternative. An action memorandum will be prepared.

Mr. Nelson indicated initial results of the Dunn Field Soil Vapor Extraction Treatability Study for the loess were favorable. The fluvial aquifer portion of the study will begin the week of January 7.

During discussions of a potential off-site source of groundwater contamination mingling with the Dunn Field plume, Mr. Ballard indicated he would investigate the question of who (EPA, TDEC or DOD) has CERCLA enforcement authority at a federal facility National Priorities List site.

Main Installation Long-Term Operational Areas (LTOA) Update

Mr. Bryan Burkingstock discussed initial groundwater sampling results from the LTOA monitoring wells. Water levels were taken for all existing monitoring wells that CH2M Hill could sample and results indicated no major changes in the fluvial aquifer potentiometric surface. The cross sections provided more information about the "limited to no flow" area and hydraulic connection in the northwest corner of the Main Installation. The analytical results provided further information regarding the location to conduct the enhanced bioremediation treatment pilot test and the boundaries of groundwater contamination under the Main Installation.

Baseline Remedial Design Groundwater Sampling

The BCT discussed technical and scheduling issues regarding baseline groundwater sampling for use in the Enhanced Bioremediation Treatability (EBT) Study portion of the Remedial Design work plan. The baseline sampling could also be used in a monitoring well closure/abandonment plan. The BCT discussed and agreed on sampling methods.

Procedures for Conducting 5-Year Reviews

Mr. Ballard presented information regarding the 5-year review process. The BCT discussed the 5-year review process and documentation needed for the Interim Remedial Action for Groundwater at Dunn Field. CH2M Hill will include the document review schedule in the master schedule.



2/21/02

JOHN DE BACK

DATE

Defense Logistics Agency/Defense Distribution Center (Memphis)
BRAC Environmental Coordinator



2/21/02

TURPIN BALLARD

DATE

Environmental Protection Agency
Federal Facilities Branch
Remedial Project Manager



2-21-02

JAMES W. MORRISON

DATE

Tennessee Department of Environment and Conservation
Division of Superfund
BRAC Cleanup Team member

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