

June 13, 1996

Commanding Officer
Southern Division
Naval Facilities Engineering Command
Attn: David Cabiness; Code 1869
PO Box 190010
North Charleston, SC 29419-9010

Re: Naval Industrial Reserve Ordnance Plant
Fridley, Minnesota

Dear David:

Enclosed, for your use, are two copies of the notes from Restoration Advisory Board meeting #5, held at the Fridley Municipal Center on April 25, 1996. These final notes address review comments on draft notes provided to RMT by the Navy. Other copies of these notes have been distributed according to the attached Distribution List.

Persons receiving copies of these meeting notes are requested to note that the next Restoration Advisory Board meeting will be held in the **Ticonderoga Conference Room, Government Offices**, at the **Naval Industrial Reserve Ordnance Plant, Fridley, Minnesota**, on **Wednesday, July 24, 1996 at 10:00 a.m.**

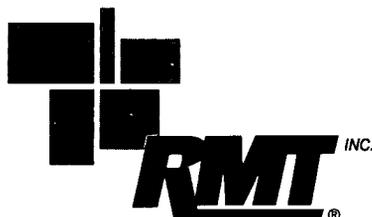
Sincerely,



Eric Gredell, P.E.
Project Manager

cmv

Enclosures



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RAB MEETING #5
APRIL 25, 1996**

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Kerry Morrow NAVSEA Technical Representative Naval Industrial Reserve Ordnance Plant 5001 East River Road Minneapolis, MN 55421-1406	1
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Minnesota Pollution Control Agency Site Response Section Ground Water and Solid Waste Division Attn: David Douglas 520 Lafayette Road St. Paul, MN 55155	1
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RAB MEETING #5
APRIL 25, 1996

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**Minutes of Meeting
Restoration Advisory Board Meeting #5
April 25, 1996**

**Naval Industrial Reserve Ordnance Plant
Fridley, Minnesota**

Restoration Advisory Board (RAB) meeting #5 was held at the Fridley Municipal Center in Fridley, Minnesota, on April 25, 1996. A copy of the agenda distributed at the meeting and the attendance sheet are attached.

A. Introductions

1. Kerry Morrow opened the meeting at 7:00 p.m. All meeting participants introduced themselves.
2. There were no comments on the notes for RAB meeting #4 held on January 11, 1996.

B. Actions Since Last Meeting

1. David Cabiness said the Navy completed an evaluation of the improved hydraulic capture effectiveness of the upgraded groundwater extraction system resulting from startup of two additional extraction wells in June 1995. This evaluation was summarized in a draft report submitted to the USEPA and MPCA in October 1995. The evaluation showed that the overall capture effectiveness is very good, and the majority of the VOC mass is being intercepted and captured with the pumped groundwater. However, it appears that relatively small areas of groundwater in the intermediate and deeper groundwater zones near the fringe of the plume may not be captured at this time. The Navy recently received comments on the draft report from the MPCA. Tom Bloom said the USEPA will be providing comments soon. He said the USEPA will encourage the Navy to proceed with design of the longer-term groundwater treatment facility.

David Douglas said the MPCA's written comments on the report indicate that the Navy may choose to proceed with design and construction of the treatment facility. However, the MPCA has suggested that the design include an allowance for the possibility that the groundwater flowrate may have to be increased at some time, if it is determined that higher flowrates are needed to increase the capture zone extent. He said the actual flowrate that is needed to achieve 100% capture is still uncertain. The MPCA requires additional information on the aquifer and potential contamination source areas that are still unidentified to determine whether 100% capture has been achieved. The work to be done for Operable Unit (O.U.) #3 will attempt to identify and clean up all sources of contamination. As these cleanup efforts are completed, it may be possible in the future to reduce the groundwater pumping rates, as the extent of contaminated groundwater decreases.

2. The draft Annual Monitoring Report for 1995 was issued. David Cabiness said monitoring data included in the report show that VOC concentrations over much of the site continued to decrease during 1995.
3. David Cabiness described the contents and purpose of the Remedial Action Workplan for O.U. #1, which addresses groundwater cleanup at the site. He discussed the revisions included in the most recent issue (Revision 3) of the workplan.
4. David Cabiness reported that the Navy just completed backhoe pit excavations in the first of the planned excavation areas in the North 40. Approximately 750 cubic yards of soil were removed from this area to a depth of 10 feet. Greg Hibbard said the excavations will be completed working from east to west across the North 40. The first area just completed represented the largest of the anomalies identified from the screening investigation, or about 11% of the total anomaly areas. He said that in the first excavation, only roofing asphalt and 5 crushed drums filled with soil were found.
5. David Cabiness said that during the week of April 15, 1996, a team from the University of Kansas Geologic Survey and the U.S. Geologic Survey visited the NIROP to perform a seismic survey of the site geology. This initial visit was intended as a trial run using the seismic imaging technique. The objective is to be able to locate and contour geologic features including clay layers, the bedrock surface, and the groundwater table, to provide information that may help locate sources of concentrated solvents or soil zones with high residual solvent concentrations, and the likely path of solvent movement through the subsurface from the point of release. The preliminary results of the seismic survey were positive. The survey team is evaluating and summarizing all of the data. The results should be issued in about one month. Copies of the results will be available at the next RAB meeting.
6. Tom Bloom described the USEPA's efforts to determine the most reasonable future land use scenario for the site. This determination is needed for developing and evaluating appropriate remedial alternatives and selecting the preferred remedial action under O.U. #3. He said the feasibility study done under O.U. #2 (unsaturated soil outside the plant buildings) considered the possibility of future residential use of the current NIROP property. It was found that the soil in the North 40 would present an unacceptable risk for residential use; however, the estimated risks were at acceptable levels for future industrial use. The remedial investigation and feasibility study (RI/FS) under O.U. #3 will follow a similar evaluation process, to define a reasonable future use of the land currently under the plant buildings.

Tom Bloom said he has discussed these issues and current and planned zoning with Mr. Burns at the City of Fridley, and he has requested copies of all available urban planning documents from the city. All reference information collected by the USEPA will be placed in the Administrative Record. Tom Bloom said it is likely that the reasonable future land use for all areas under plant buildings will be determined to be general industrial use.

John Flora said the NIROP property is currently zoned for industrial use. However, future decisions by the regional Zoning Board that may affect the NIROP are

uncertain. He said Anoka County must also be notified regarding any land use decisions made for the NIROP property.

7. Tim Ruda discussed operation and maintenance actions for the groundwater extraction system. In February 1996, during very cold weather, someone left the door of the Control House open. The pressure sustaining valve on the AT-2 pipe system froze, which blocked the water flow from the well pump. This caused the pump motor to overheat, and caused excessive torque or vibration to occur at the pump. The entire pump and motor assembly broke off the discharge riser pipe and fell to the bottom of the well. The pump was retrieved, and repaired with a new motor and wetted parts. A new alarm system is being installed to notify plant security if freezing conditions in the Control House occur in the future. A summary of operating data and planned activities presented at the meeting is attached to these notes.
8. Kerry Morrow said that, without any notice, the City of Fridley implemented a significant increase in the sewer use rates that the Navy must pay. A 32% increase in the sewer use rate and a 73% increase in the potable water rates occurred. Additional charges are also applied for storm water discharges. As a result of the sewer rate increases, the Navy must pay an additional \$200,000 per year, and United Defense must pay \$35,000 more per year. These large, single increases in rates, which occur between government funding cycles with no advance notice, create a difficult financial situation for the Navy.

John Flora said that notices of the rate increase were published in the local newspaper. He said the amount of the recent rate increases was primarily influenced by the city's decisions to defer all rate increases over the last 5 years for wastewater, and over the last 7 years for storm water. The size of the rate increases was the result of this delay in adjusting the rates to reflect increasing costs to the city over the last several years.

9. Scott Glass said the Navy is currently responding to comments on the Draft Site Management Plan provided by the USEPA and MPCA.

C. Actions for Next Quarter

1. David Cabiness said that based on the MPCA's recent comments on the groundwater containment system effectiveness evaluation, the Navy will proceed with design of the groundwater treatment facility. He said the design is expected to be completed approximately one year after it begins, and construction and startup will require approximately one year. The design should be in the range of 30% complete within 4.5 to 5 months after it begins. A significant factor that affects the time required to complete the design phase is the number of progress reviews required by the agencies and the public.
2. Scott Glass said the Navy met with the USEPA and MPCA on April 10, 1996, to discuss the sampling strategy to be included in the RI/FS Workplan for O.U. #3. The draft workplan is to be issued by May 6, 1996. After approval of the workplan, the Navy will proceed with the RI for O.U. #3. Tom Bloom said the overall approval

process for a workplan requires approximately 75 days, including all reviews. The final O.U. #3 workplan is expected to be issued in September 1996.

3. Mark Ferrey said the MPCA has requested the Navy to consider using innovative technologies for the O.U. #3 cleanup. The MPCA is interested in some new cleanup technologies that are being used by the U.S. Army Corps of Engineers at the Savannah River Superfund site, which is a Department of Energy facility operated by Westinghouse. The MPCA has made arrangements for representatives from the Savannah River site to come to the NIROP for 2 days in June, to provide an initial opinion regarding whether any of the technologies used at Savannah River would be potentially applicable at the NIROP.

D. RCRA Status

1. Tim Ruda said the soil vapor extraction (SVE) system that was installed in the contaminated soil near former Hazardous Waste Storage Area "C" has been shut down. The system ran continuously for about 2 years. Samples of the air blower exhaust collected prior to shutdown consistently showed no detected VOCs using USEPA Method 601/602. Records of the VOC mass removal during system operation were not kept, although the data are available to make these calculations. Final soil samples will be collected from the remediation area for site closure documentation.
2. Tim Ruda presented some monitoring data for the SVE system (copy attached to these notes.)

E. Community Relations

1. Kerry Morrow distributed final review copies of the Mission Statement and Rules of Operation for the RAB, which address comments on earlier drafts provided by the MPCA. The final Mission Statement and rules will be issued within about 2 weeks.
2. Kerry Morrow noted that there has been minimal community interest in the site actions, as evidenced by the lack of communications from the public and attendance at the evening RAB meetings held at the Municipal Center. For the convenience of the participating RAB members and others who attend the meetings, it was agreed by all RAB members in attendance to hold future RAB meetings at the NIROP during regular business hours.

F. General Topics

1. Scott Glass said the Naval Facilities Engineering Command received guidance from the Chief of Naval Operations that Navy representatives are to present to all RABs, by June 20, 1996, a description of the framework for the Navy's Relative Risk Site Evaluation policy, which was put into effect on April 14, 1994. Scott Glass gave a prepared presentation on this topic.

There are approximately 20,000 sites in the country listed under the Defense Environmental Restoration Program. Of that total, approximately half will require some level of cleanup. The Navy has made a commitment to clean up all of those sites under its responsibility. However, due to the reduced level of environmental funding available through the U.S. Congress, and the growing demands on these resources, the Navy's cleanup efforts may have to be spread-out among the sites and over time. To accomplish this goal, the Navy has implemented an approach called Relative Risk Site Evaluation to determine how and when available funds are to be allocated among the sites. The Navy also recognizes that Cleanup Agreements reached among the Navy and regulatory agencies at some sites may no longer maximize protection of the community. The Department of Defense (DOD) wants to establish a dialog with stakeholders at each site to maximize community protection. Creation of the RABs was one component of this approach.

A model has been developed called the Relative Risk Site Evaluation Model, to provide a rational method for assigning a relative risk score for each site. The model evaluates only relative risk across all sites, not absolute risk estimates. The relative risk scoring does not replace the Baseline Risk Assessment performed for all sites in the Superfund program. The model makes a relative assessment of the relationships of the contaminants, pathways, and receptors at all sites. Using the model, each site is placed into one of three risk categories: High, Medium, or Low. These criteria and definitions for these categories were developed by an inter-service work group within the DOD. Three risk "factors" are assigned in the assessment: a Contaminant Hazard Factor (CHF); a Migration Pathway Factor (MPF); and a Receptor Factor (RF). The maximum contaminant concentrations found from sampling for any environmental media at a site are used in calculating the three factors.

2. Richard Harris said the Navy's relative risk policy "sounds like political dynamite." He said it appears as though previous agreements made by the Navy to clean up sites do not seem to matter any more, and that cost control is more important than protecting people. He cited a hypothetical example where contaminated air from a site for which cleanup was delayed due to lack of funding might affect people in a nearby community. He said the people who were harmed would then expect to be compensated by the Navy, which would negate any initial cost savings to the Navy by delaying the cleanup. Scott Glass said the Navy's relative risk policy is still based on the primary commitment to protect human health and the environment, and that the policy will not compromise protection of a community from actual or potential hazards at any site.
3. Mark Ferrey asked if the relative risk rankings are different from the Hazard Ranking System scoring performed by the USEPA. Scott Glass said he is not familiar with the USEPA scoring criteria. The USEPA and MPCA should have recently received a Relative Risk Rating package for the NIROP from the Navy. The RAB is the forum for providing this same information to the public. Tom Bloom said the Hazard Ranking System score prepared for the NIROP by the USEPA is > 28.5.
4. Tom Bloom said that, notwithstanding the Navy's relative risk policy, the Federal Facility Agreement (FFA) is a legal document that defines certain responsibilities of

the Navy regarding cleanup of the NIROP.

5. Richard Harris asked who decides which DOD sites will be given cleanup priority and who controls the funding. The answer given was that the Appropriations Committee of the U.S. Congress has this authority, although the committee does not decide how funds are allocated at the level of individual sites. Richard Harris requested the names and addresses of persons on the Appropriations Committee; Scott Glass will send him this information.

6. Richard Harris asked if the Minnesota DNR has performed any studies of potential effects of contamination from the NIROP on fish or wildlife near the site. He said he is concerned about possible bio-accumulation of the contaminants.

David Douglas said he is not aware of any studies. Some studies have been done for other contaminants that are not of concern at the NIROP, such as PCBs and metals. Tom Bloom said the VOC concentrations detected in the Water Treatment Plant intake water in the past were too low to warrant any ecological studies.

7. David Douglas said he does not agree with the "No dough - No go" concept of the Navy's relative risk prioritization approach. It is recognized that the groundwater extraction system at the NIROP is currently preventing over 2 tons of TCE from entering the river each year, and that the Navy will continue to operate and maintain the existing system. However, the MPCA will continue to enforce the provisions of the FFA.

8. Richard Harris asked about the effects of TCE on human health. David Cabiness said it is a suspected carcinogen. He will send Mr. Harris some reference materials that describe what TCE is and its health effects.

9. Scott Glass said the Navy's goals for allocation of environmental funds are to spend 90% of the funds on sites that fall in the "High" relative risk category, and the remaining 10% on the "Medium" to "Low" risk sites. The funds spent will be further distributed with 60% spent on direct cleanup actions, and 40% spent on studies. Funds spent under the Base Realignment and Closure (BRAC) program are allocated with a driving criteria of site reuse and transfer, with relative risk used as a tie-breaker between sites with otherwise equivalent reuse and transfer criteria.

10. Tom Bloom asked how many National Priorities List sites were managed by SOUTHDIV. The Navy representatives did not have this information.

11. Tom Bloom said that during a presentation by an Assistant Secretary of the Navy to the USEPA, the Secretary stated that the Navy would not "de-fund" a site after remedial action had been started. He asked if the Navy's relative risk process is a reversal of that previous statement. He also asked if only the Navy is affected by the reduced funding level within the DOD.

Kerry Morrow said the Navy now has some control over how the funds are distributed among all the Navy's sites. David Cabiness said that all environmental funds

requested for all SOUTHDIV sites for FY1996 are approved. All FY97 projects proposed for the NIROP have been included in the budget request, although the FY97 budget has not been approved. However, Scott Glass said the Navy is unable to state at this time whether or not all funds for the NIROP in the outyears will be approved. He said that an initial request for \$87 million was made by SOUTHDIV for all sites; it is expected that only \$39 million is likely to be approved for FY97.

12. Richard Harris asked: 1) How do you know when a site is cleaned up ?; 2) How long are sites monitored after cleanup is finished ?; and 3) What happens if some problems are found in the future ?

Tom Bloom said a site is considered to be cleaned up when all cleanup levels specified in the Record of Decision have been reached. All sites where the cleanup action has been completed are evaluated every 5 years, forever. The federal and state agencies have the authority to re-open a site for further remedial action if any problems are found in the future.

13. David Douglas said the MPCA is planning to meet with representatives from all of the DOD service branches in the near future, to discuss the environmental funding process of each service.
14. Paul Estuesta asked: 1) Does the Navy re-score sites periodically using the relative risk model, and if so, how often ?; and 2) Would implementation of a significant remedial action such as a groundwater capture system result in a big drop in the estimated risk ?

Scott Glass said the Navy will repeat the scoring process annually for all sites. Implementation of a significant remedial action would be likely to result in a reduction in the estimated relative risk for a site. However, the Navy recognizes it is necessary to continue a remedial action whenever it is shown to be effective.

15. Richard Harris said he believes the decision to discharge the treated groundwater into the river is wasteful of the resource. David Cabiness said detailed feasibility and cost evaluations of options for re-use of the water were done by the Navy with assistance from the City of Fridley. These evaluations showed that the cost to treat the groundwater to potable quality would result in a treated water cost that was at least twice as much as the current cost paid by city residents for their water supply. Paul Estuesta said that at the TCAAP site, the Army spent a significant amount of money to be able to re-use the groundwater pumped as part of the site cleanup. David Cabiness said another factor that led to the decision against groundwater re-use was the requirement by the City of Fridley that water provided to the city had to be at "non-detect" levels for all VOCs.

Richard Harris said the Minneapolis Water Treatment Plant currently takes in river water and is able to treat it to potable quality standards. He suggested that the contaminated groundwater from the existing groundwater extraction system could be pumped to the city's Water Treatment Plant, where it could be treated with the river intake water. Tom Bloom said many options for groundwater re-use have been evaluated, but no practical alternatives have yet been identified.

Mark Ferrey said that at the time of the drought in 1988, there was a great concern by the City of Minneapolis about diverting any flow of natural groundwater recharge to the river, due to possible impacts on the quality as well as the quantity of river flow at the treatment plant intake. He said when the next drought occurs, the city would again want to maintain the highest possible amount of clean water recharge to the river, and would therefore not want to see the NIROP groundwater diverted for use as a potable water supply or other uses.

Richard Harris said the City of Minneapolis had plans to build a large reservoir to store water for use during droughts. The Corps of Engineers has also built several locks and dams to control river flow. He said the decisions to do these water control projects were political. He suggested that the NIROP groundwater could be used for irrigation.

16. Richard Harris asked if seismic activity would affect the movement of the groundwater plume. Eric Gredell said that, at this site, only a seismic event of a cataclysmic nature would be expected to significantly affect the plume movement. In that event, the movement of a groundwater plume would be of negligible concern.
17. Richard Harris said the waste disposal practices at the NIROP in the past included using tracked dozers in the North 40 to crush drums that were filled with liquids, then the drums were pushed into burial pits or trenches. He said hydraulic oil from gun mounts was also dumped directly onto the ground.

Paul Estuesta said the current backhoe pit excavations in the North 40 include a thorough field screening of soil samples collected every 6 inches of depth. If any drums or evidence of bulk liquids disposal are found, soil samples will be collected for laboratory analysis of a large number of potential types of contaminants.

18. Richard Harris asked if it has been assumed that any contamination from the site stops at the north fence line. He said he is concerned about possibly finding some contamination at the locations of the businesses north of the NIROP, and that the Navy would likely be blamed as the source of the problem.

Tom Bloom said that investigation of soil and groundwater north of the fence line has been done, and no contamination at levels of concern has been found.

19. The next RAB meeting will be held on Wednesday, July 24, 1996, at 10:00 a.m., in the Ticonderoga Conference Room, Government Offices, Naval Industrial Reserve Ordnance Plant (NIROP), Fridley, Minnesota.

Access into the facility will be through Gate 7, "Government Visitors." A listing of RAB members will be provided to Security to facilitate your check-in.

**Naval Industrial Reserve Ordnance Plant Fridley
Restoration Advisory Board Meeting #5
Fridley Municipal Center
April 25, 1995**

1. **Introductions**
2. **Corrections to Minutes for RAB #4**
3. **Finalize/Accept RAB Operating Procedures & Mission Statement**
4. **Navy Guidance - Risk Based Assessment Discussion (SOUTHDIR)**

5. **Actions Since Last Meeting**

Navy

Operable Unit #1 - Groundwater
-Status of Groundwater Containment Report
-Annual Monitoring Report 1995
-Remedial Action Workplan (Revision 3)

Operable Unit #2 - North Forty
-Search for Buried Drums

Operable Unit #3 - Sources Located Under Plant
-Seismic Investigation
-Remedial Investigation

USEPA

Reasonable Future Land Use Discussion

United Defense L.P.

Maintenance and Monitoring Activities

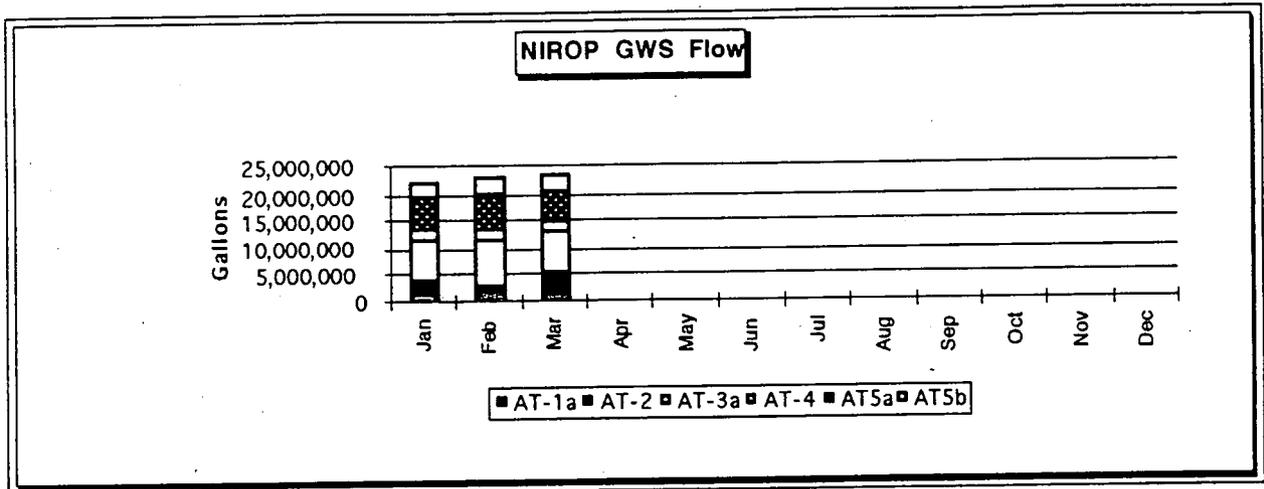
6. **Upcoming Due Dates**
 - a. **Submittal of Workplan for OU#3 Due: 6 May 1996**
 - b. **Design of Permanent Groundwater Treatment Plant**
7. **Other Issues/Comments**
 - a. **Water/Sewer Rate Increase**

RAB #5

4/25/90

<u>NAME</u>	<u>ORG/AFFILIATION</u>	<u># PHONE (W)(F)</u>
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Thomas Bloom	USEPA	(312) 886-1967
MARK FERREY	MPCA	612 296-7775
John G. FLORA	CITY FRIENDS	612 572 3550

NIROP Maintenance Activities 11 January 1996 to 25 April 1996.



- New AT2 pump and motor replaced 16 February due to control room freeze up.
- Groundwater removed 1st qtr 69 million gallons.
- Monthly samples taken at CD01.

Extraction Well flowrates:

<u>AT1a</u>	<u>AT2</u>	<u>AT3A</u>	<u>AT4</u>	<u>AT5A</u>	<u>AT5B</u>
38 to 55	83 to 99	194 to 197	34 to 64	144 to 156	68 to 73

- Total flowrate approximately 538 to 611 gpm

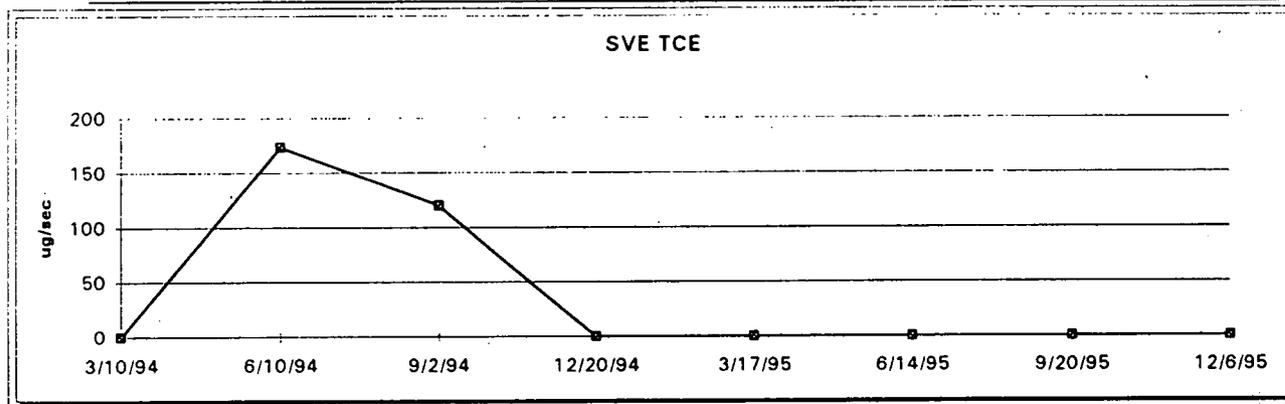
Planned Activities

Water level readings 29 April.

Groundwater Monitoring 29 April-1 May(Including Fridley 13).

Air Sparging pipe in AT4.

SAMPLING DATE	SAMPLING EVENT	TCE ug/sec	TETRA ug/sec	111TCA ug/sec	Chloroform ug/sec	Methylene Chlorid ug/sec	OVA readin pid	AER Exceeded	Comments
AER		22,600	65,200	3,835,800	1,600	80,600			
3/10/94	10 min	<83	<100	<83	<266	<216	Not Taken	No	16 " H2O Vac at all wells
	10 min	<83	<100	<83	<266	<216			
	20 min.	<43	83	<42	<133	<424			
6/10/94	20 min	180	< 54	< 44	< 140	< 230	1.2	No	18 " H2O Vac at all wells
	20 min	170	< 54	< 44	< 140	< 230			
	20 min.	170	< 54	< 44	< 140	< 230			
9/2/94	20 min.	120	< 54	< 44	< 140	< 230	0	No	16 " H2O Vac at all wells
	20 min.	120	< 54	< 44	< 140	< 230			
12/20/94	20 min	< 52	< 61	< 50	< 160	< 260	1	No	15" H2O Vac at all wells
	20 min	< 52	< 61	< 50	< 160	< 260			
	20 min	< 52	< 61	< 50	< 160	< 260			
3/17/95	20 min	< 52	< 61	< 50	< 160	< 260	Not Taken	No	16 " H2O Vac at 1,2,3 11 " at SV-4
	20 min	< 52	< 61	< 50	< 160	< 260			
6/14/95	20 min	< 46	< 54	< 44	< 140	< 230	Not Taken	No	16 " H2O Vac at 1,2,3 11 " at SV-4
	20 min	< 46	< 54	< 44	< 140	< 230			
	20 min	< 46	< 54	< 44	< 140	< 230			
9/20/95	20 min	< 44	< 52	< 43	< 140	< 220	Not Taken	No	16 " H2O Vac at 1,2,3 11 " at SV-4
	20 min	< 44	< 52	< 43	< 140	< 220			
	20 min	< 44	< 52	< 43	< 140	< 220			
12/6/95	20 min	< 44	< 52	< 43	< 140	< 220	Not Taken	No	16 " H2O Vac at 1,2,3 11 " at SV-4
	20 min	< 44	< 52	< 43	< 140	< 220			
	20 min	< 44	< 52	< 43	< 140	< 220			



**Naval Industrial Reserve Ordnance Plant (NIROP)
Fridley, MN
Restoration Advisory Board (RAB)
Mission Statement**

As per Congressional mandate, this Restoration Advisory Board accepts as its mission to:

Serve as a forum for discussion and exchange of information between Federal/State agencies and the community regarding the cleanup program at the NIROP Fridley, MN;

Provide an opportunity for stakeholders to review Superfund cleanup progress, provide input and participate in dialogue with decision makers;

Complement other community involvement initiatives.

The purpose of this Restoration Advisory Board (RAB) is to establish and maintain a forum for the exchange of information, in an open and constructive atmosphere, concerning restoration activities at the NIROP Fridley and to provide advice/comments on such activities.

NAVAL INDUSTRIAL RESERVE ORDNANCE PLANT (NIROP) FRIDLEY

RESTORATION ADVISORY BOARD

RULES OF OPERATION

The Restoration Advisory Board (RAB) Rules of Operation will serve as a guidance document for establishment of policies and procedures pertaining to items associated with operating procedures of the RAB. This document is applicable to all parties associated with the NIROP Fridley Restoration Advisory Board.

I. Mission Statement of the RAB

The mission of the RAB is to establish and maintain a forum for the exchange of information, in an open and constructive atmosphere, concerning restoration activities at the NIROP Fridley and to provide advice/comment on such activities.

II. Basis and Authority

The basis and authority for the RAB Rules Of Operation are contained in the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, as amended by the Superfund Amendment and Reauthorization Act (SARA) of 1986.

III. Membership

a. RAB members include representatives of the Navy, U.S. Environmental Protection Agency (USEPA) Region V, and the Minnesota Pollution Control Agency (MPCA). Technical support personnel to the above agencies may attend the RAB meetings, but are not considered voting members of the RAB body.

b. The major claimant, Naval Sea Systems Command (Installations and Equipment) is designated as the Activity/Installation Co-Chair.

c. Individual community members of the NIROP Fridley RAB must reside, or work in, the communities surrounding NIROP Fridley or demonstrate they met the definition of "Community Stakeholder."

d. The RAB membership will be limited to 20 members.

e. Community members shall serve without compensation. All expenses incident to travel or relative to project input shall be borne by the respective community member or by the organization the member represents.

f. Members are expected to attend all RAB meetings. If a member fails either to attend or to send an alternate to three consecutive meetings, the RAB Community Co-chair may ask the member to resign. Resignation requests will be by letter. Members who decide they are unable to continue to participate will submit their resignations in writing to the Community Co-chair.

g. Application for RAB membership will be accepted at any time a community member wishes to submit one. RAB community member replacement will be as openings occur. Replacement members will be selected from submitted applications by a independent selection panel. Panel membership to be developed by the Community Co-chair and the Navy Co-chair.

h. Responsibilities of all RAB members as listed in Attachment 1.

IV. RAB STRUCTURE

a. The Community Co-chair will be elected by a simple majority of the RAB community members. The term will be for a period of two years. The Community Co-chair may serve more than one term if elected to do so by a simple majority vote of the RAB community members. The Navy Co-chair is appointed by the Naval Sea Systems Command. There is no term limit on the Navy Co-chair. The RAB community member will be for a term of two years. Community members can serve an additional term if elected to do so by a simple majority vote of the RAB community members.

b. The RAB is co-chaired by a representative from NAVSEA and by a RAB member elected by a majority vote by the RAB community members. The Community Co-chair will preside over RAB meetings with support from the Navy Co-chair.

c. The Community Co-chair may be removed for ineffectual or obstructionist activities by a simple majority of the RAB community members present at the meeting that address the removal. The Navy Co-chair may be considered for removal upon presentation to the NAVSEA Program Manager a recommendation endorsed by a simple majority of RAB community members. A RAB community member may be removed for ineffectual or obstructionist activities by simple majority of the RAB community members present at the meeting that addresses the removal.

d. The frequency of meetings, and subsequent meeting dates, will be determined by a simple majority vote of RAB community members. Frequency of meetings may be changed by a simple majority of RAB members (e.g., increased Superfund activities at the site).

e. Topics for each meeting agenda will be submitted the Navy Co-chair not later than two (2) weeks prior to a meeting. Agenda items will be selected by the Community Co-chair and the Navy Co-chair (Note: No item placed on the agenda by the EPA, MPCA, or the Navy shall be removed by any RAB member).

f. Meeting minutes will include a list of all meeting attendees. A copy of the meeting minutes will be sent to each RAB member and to community members on the public mailing list.

V. AMENDMENTS

The Rules of Operation may be amended by a simple majority vote of the RAB community members present at the meeting that address the amendment.

VI. EFFECTIVE DATE

The effective date of the Rules of Operation shall be the date upon which it is accepted by a simple majority vote of the RAB members present at the meeting that address the acceptance.

VII. ACCEPTED BY THE RAB COMMUNITY MEMBERS

Accepted on the 25th day of April, 1996.