

**FINAL
Meeting Minutes**

<p>Meeting Subject: Norwalk Tank Farm Restoration Advisory Board (RAB) Special Meeting</p>	<p>Meeting Date: <u>14 March 1996</u> Meeting Time: 7:00 p.m. Meeting Place: Dolland Elementary</p>		
<p style="text-align: center;">RAB, PROJECT TEAM, AND OTHER ATTENDEES</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><u>RAB Community Members</u> D. Caughey D. Fogle E. Garcia M. McIntosh W. Miller L. Smith W. Sterner M. Young</p> <p><u>Other Attendees</u> T. Danaher (SFPP) K. Deane (WCFS) B. Hoskins (Citizen) J. Pellum (Citizen) C. Tice (WCFS) J. Trompeter (Alton Geoscience) J. Turrisi (DFSC) T. Whyte (WCFS)</p> <p><u>Absentees</u> J. Leserman (WRD) J. Rifilato (Tenco Services)</p> </td> <td style="width: 50%; vertical-align: top;"> <p><u>Other Members</u> J. Anderson (City of Norwalk) P. Avery (SFPP) R. Babel (City of Cerritos) C. Best (DTSC) Lt. Col. Gross (DFR-W) H. Marley (RWQCB)</p> <p style="text-align: center;">DFR-W = Defense Fuel Region-West DFSC = Defense Fuel Supply Center DTSC = Dept. of Toxic Substances Control GTI = Groundwater Technology, Inc. RWQCB = Regional Water Quality Control Board SFPP = Santa Fe Pacific Pipelines WCFS = Woodward-Clyde Federal Services WRD = Water Replenishment District of Southern California</p> </td> </tr> </table>		<p><u>RAB Community Members</u> D. Caughey D. Fogle E. Garcia M. McIntosh W. Miller L. Smith W. Sterner M. Young</p> <p><u>Other Attendees</u> T. Danaher (SFPP) K. Deane (WCFS) B. Hoskins (Citizen) J. Pellum (Citizen) C. Tice (WCFS) J. Trompeter (Alton Geoscience) J. Turrisi (DFSC) T. Whyte (WCFS)</p> <p><u>Absentees</u> J. Leserman (WRD) J. Rifilato (Tenco Services)</p>	<p><u>Other Members</u> J. Anderson (City of Norwalk) P. Avery (SFPP) R. Babel (City of Cerritos) C. Best (DTSC) Lt. Col. Gross (DFR-W) H. Marley (RWQCB)</p> <p style="text-align: center;">DFR-W = Defense Fuel Region-West DFSC = Defense Fuel Supply Center DTSC = Dept. of Toxic Substances Control GTI = Groundwater Technology, Inc. RWQCB = Regional Water Quality Control Board SFPP = Santa Fe Pacific Pipelines WCFS = Woodward-Clyde Federal Services WRD = Water Replenishment District of Southern California</p>
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<p><u>BACKGROUND</u></p> <p>DFR-W and SFPP are conducting environmental cleanup activities at the area in and around the Defense Fuel Support Point Norwalk, also known as the Tank Farm, located at 15306 Norwalk Boulevard, Norwalk, CA. The RAB is an advisory committee of local citizens and project members that reviews and comments on documents relating to the environmental cleanup. All RAB meetings are open to the public and are scheduled quarterly on the last Thursday of the month at 7:00 p.m. unless otherwise voted on by the RAB community membership.</p>			

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Item	Description of Discussion and Action Items	Responsible Party	Due Date
1.	<p><u>Opening</u> Eugene Garcia, Ph.D.</p> <p>Mr. Garcia chaired the meeting and called it to order at 7:04 p.m.. The RAB members and audience members introduced themselves. Claire Best is sitting in for Celeste Albanez, who has left DTSC. The minutes of the 25 January 1996 meeting were reviewed. The minutes were approved with the following exception: The word “No” was removed from the beginning of the sixth sentence, third paragraph, page 3, which now reads “1,2-DCA has been found in the soil.”</p>	N/A	
2.	<p><u>RAB Structure and Function</u> Eugene Garcia, Ph.D.</p> <p>Mr. Garcia mentioned that not all ex-officio members had been listed on the roster; that was taken care of with a revised roster that was distributed.</p> <p>There was a discussion about clarifying membership requirements. If members miss a meeting, they may designate an alternate to attend the meeting for them. This is important for continuity, Mr. Garcia pointed out. If a member misses two meetings without sending an alternate, it is grounds for dismissal. Mr. Fogle noted that Mr. Hoskins was his alternate at the previous meeting.</p> <p>Next there was a discussion to clarify the role of the meeting chair and the meeting facilitator. Catherine Tice explained that the facilitator’s role is to keep time and make sure the meeting sticks to the agenda. The facilitator does not add content to the meeting. This allows the chair to fully participate in the discussions. The chair still takes care of motions and can step in when discussion is running long. It was also noted that the RAB can vote to delete an Agenda item if discussion takes longer than anticipated.</p>		
3.	<p><u>Robert’s Rules of Order</u> Jill Anderson/Mary Jane McIntosh</p> <p>Ms. Anderson noted that she has been an “observer” on the RAB to make sure the city’s point of view is heard and their questions answered. The City is still working with Congressman Torres to help speed up cleanup and closure of the Tank Farm.</p>		

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	<p>She said that at the last meeting there were some misunderstandings, so as a remedy, Robert's Rules of Order was suggested to have meetings run efficiently and so everyone gets a chance to participate. Ms. Anderson said she reviewed Robert's Rules of Order and found they are very formal. They are not used in City Commission meetings, but rather a modified version, which this RAB may want to do. She passed out copies of a pamphlet entitled "Simplified Parliamentary Procedure" by the League of Women Voters. Ms. McIntosh pointed out that personal comments are to be avoided, and "point of order" may be called if rules are not being followed.</p> <p>Ms. Sterner moved to put this on the next Agenda as an Action Item. It was seconded and the motion passed.</p>	Co-Chairs	Next Mtg.
4.	<p><u>Questionnaire Feedback</u> Kellie Deane</p> <p>Ms. Deane collected the RAB Questionnaires at the beginning of the meeting and reviewed the answers during this segment. See attached sheet for summary of answers. Mr. Fogle asked how long the cleanup will take and when could the RAB expect a timeline. Ms. Deane said that at the next meeting the RAB would be told when a timeline will be published. Another member asked if there is seepage into the sewer line.</p>		
5.	<p><u>RAP Comments</u> Lt. Col. Charles H. Gross, DFR-W</p> <p>Lt. Col. Gross apologized for cutting the meeting short last time, stating that they had too full of a plate. He and Mr. Garcia urged members with comments to put them in writing to Lt. Col. Gross so they can be properly addressed. Tom Danaher offered to distribute any comments received by SFPP to the rest of the RAB membership.</p>		
6.	<p><u>Administrative</u></p> <p>Meeting location was discussed. The RAB voted to have the next meeting at the Social Services Center on April 25, 1996 at 6:30 p.m. Mr. Hoskins will fill in for Mr. Fogle if he cannot make it that early.</p>		

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7.	<p><u>Public Question and Answer Period</u></p> <p>Mr. Garcia distributed an article from the <i>Daily Commerce</i> about contamination's effect on property values.</p> <p>Mr. Hoskins asked about the noise problem. He said at all hours, day and night, there is a pump running. He described it as on the sub-atomic level, reverberating through the soil and sounding like a hornet's nest. It is offset by other noises, such as traffic, during the day "white noise".</p> <p>Mr. Danaher said that SFPP has changed the blower so that noise is now gone. He also said they are conducting further testing and study to work for further noise reduction. He will report more at the next meeting.</p> <p>Mr. Babel asked about MTBE at the site. He mentioned that MTBE has shown up in other drinking water wells.</p> <p>Ms. Smith asked about the transformers on site: who owns them, and what is in them (possibly PCBs?).</p> <p>The meeting was adjourned at 9:20 p.m.</p>		