



NAVAL AIR STATION JOINT RESERVE BASE (NAS JRB) WILLOW GROVE Restoration Advisory Board (RAB) Meeting Minutes RAB Meeting No. 52

Meeting Date: April 24, 2013

Meeting Time: 2:00 p.m.

Meeting Place: Horsham Township Public Library

	<u>Name</u>	<u>Organization</u>
Attendance:	Mary Liz Gemmill (R)	RAB Community Co-Chair
	Tom Ames	Horsham Township Authority (HLRA)
	Mike McGee	HLRA
	Willie Lin (R)	Navy, BRAC PMO (Co-Chair)
	Brian Helland (R)	Navy, NAVFAC
	Martin Schy	NAS JRB Navy Caretaker's Office
	Mark Leipert	EPA
	Margaret Pollich (R)	PADEP
	Jessica Kasmari (R)	PADEP
	Capt. Seth Foulkes	PAANG
	Lt. Col. Scott Hreso	PAANG
	Curt Frye	Air Force
	Scott Shaw	Tetra Tech
	Andrew Johnson	Tetra Tech
	Andrew Frebowitz	Tetra Tech
	Jessica Parker	Philadelphia Newspapers

(R) Designates RAB Member

Willie Lin opened the meeting by greeting the attendees. Mr. Lin asked all attendees to introduce themselves. After introductions, Mr. Lin began with announcements and informed the RAB of some topics regarding the former Naval Air Station. The navy transferred approximately 3 acres of land and facilities to the Federal Aviation Administration (FAA) in January 2013. That parcel contained an existing FAA-operated Air Force surveillance radar supporting Philadelphia's air traffic control center. Also, the Base Realignment and Closure Commission (BRAC) program management office (PMO) has changed the name from BRAC PMO Northeast to BRAC PMO East. This change does not affect anything except now the larger office also manages BRAC closures and environmental cleanup in the southeast and midwest areas.

The BRAC PMO is working closely with the Horsham Land Redevelopment Authority (HLRA), Warminster Township, and Bucks County officials on the transfer of the Shenandoah Woods and Jacksonville Road housing areas. Jacksonville Road is close to being transferred. The environmental impact statement (EIS) evaluating environmental impacts of the proposed redevelopment is also continuing. The EIS is currently being drafted and is expected for public review this summer.

Mr. Lin provided an update on the historical radiological assessment (HRA). The HRA is a file review for potential radiological impacts. As discussed in previous RAB meeting, 18 sites have been identified. The draft HRA was submitted to the regulators in November and comments have been provided. The Navy is currently preparing responses to the comments. The next stage is preparation of a basewide radiological management plan to enable radiological reviews and surveys. The plan shows the methods that the Navy will be using to conduct the surveys. The plan is being drafted and the Navy has consulted with PADEP on applicable or relevant and appropriate requirements (ARARs). Once that plan is completed, detailed survey plans can then be prepared. The first objective is to conduct surveys at Sites 3 and 12. The survey will be a surface scan and subsurface sampling for radiological parameters. Plant growth clearing is expected to be minimal as a tow-type array will not work well at the site. The results of the radiological survey will be incorporated into the feasibility study (FS).

Mr. Lin asked if there were any questions. Mike McGee asked about the timeframe for performing the work. Mr. Lin replied that the HRA is close to a final draft. The basewide radiological management plan is still an internal draft. After that is prepared, the regulators will review it and then it goes to final draft. It may be several months for the basewide plan to be finalized. The earliest the scoping survey could take place would be summer or fall, and probably later than earlier. Radiological work must be coordinated with the Navy's Radiological Affairs Support Office and they have a large workload at other BRAC sites. Mr. McGee asked how the radiological work would impact property transfer planned for fiscal year 2014 (FY14) and if property could be transferred without a basewide radiological study. Mr. Lin replied that the property able to be transferred and planned for FY14 has no radiological sites. Mr. McGee asked for additional clarification on what constitutes a basewide radiological management plan. Mr. Lin replied that it's similar to a sampling and analysis plan with procedures for how studies are done and not a look at the entire base. Mr. McGee asked if there would be testing at any sites other than known sites. Mr. Lin replied that testing would only be at known sites; there are 18 sites identified as impacted and those are the ones that will be studied in more detail. These sites, as described in the HRA, are essentially the landfill sites plus a number of the former aviation facilities. It was also confirmed by Mr. Lin that none of these impacted sites are projected for transfer in FY14.

Andy Frebowitz continued the presentation with the status of Site 3 – the Ninth Street Landfill. Site 3 will be subject to a radiological investigation. As discussed in past RAB meetings, the remedial investigation (RI) for Site 3 has been completed and the FS for chemical contamination has been prepared. Referring to a figure on slide, Mr. Frebowitz identified the disposal areas where the contaminants of concern are primarily located and will be targeted for remediation. Various remedial alternatives were evaluated in the FS including capping and removal options, but the FS cannot be completed until the radiological results are received and included in the alternatives evaluation. There were no questions from the attendees regarding the status of Site 3.

Mr. Frebowitz continued with Site 5 – the Fire Training Area. This is the site where the bioremediation project is being performed. Sampling results show that the original solvent compounds are now absent or reduced to low levels and intermediate and end-stage compounds from the degradation are being observed. Occasionally the bacteria that are breaking down the

contaminants need some food. During last fall's monitoring, it was determined that another feeding was required, so Lactoil, which is a longer-lasting compound than the lactose that had been previously used, was added to the groundwater as a food source. The injection lasted from late December through mid-February and included injection of 55 gallons of Lactoil and sodium bicarbonate as a buffer solution. Later in the year, additional sampling will be conducted to determine the conditions at the site.

In September 2012, a Record of Decision (ROD) for Site 5 groundwater was signed by the Navy and EPA. The selected remedy was continuation of the in situ treatment of groundwater by anaerobic bioremediation and the implementation of land use controls (LUCs) to prevent the use of untreated groundwater. In addition, any of the existing buildings would need to have a vapor intrusion investigation or a vapor mitigation system installed prior to reuse. Any proposed new buildings would need to be constructed to mitigate the potential for vapor intrusion.

Remedial designs (RDs) for LUCs and for additional upgrades to the remediation system are in progress. These are in regulatory review and should be finalized this year. The upgrades will include installation of additional injection wells so we can distribute Lactoil and bacteria, as needed, to a wider area through the plume as well as provide additional data on the subsurface conditions. Sampling results will determine the operating procedures and frequency of injection of additional amendments.

Mr. Frebowitz asked if there questions about Site 5. Mary Liz Gemmill asked about the duration of the treatment. Mr. Frebowitz replied that treatment would continue until the performance standards specified in the ROD are met. When the levels are reached then the remediation will be complete. Mr. McGee asked if there was a projected date for completion; Mr. Frebowitz replied that it is probably 5 to 10 years. Mark Leipert asked when the vapor intrusion investigation will take place. Mr. Frebowitz replied that no investigation is planned. The LUCs are for a vapor intrusion assessment if the buildings would be reused; either an assessment would be performed showing no risk or a mitigation system would have to be installed. Any new buildings would be constructed with a mitigation system. Mr. McGee asked for confirmation that no study has been conducted in the existing buildings; Mr. Frebowitz confirmed that no study has been conducted. Mr. McGee asked how a study could be requested. Mr. Lin replied that could be discussed separately. Mr. Lin and Mr. McGee continued a discussion on future use of the buildings and which buildings were included in the LUC boundary. Mr. Lin noted the concerns for further action and will discuss with HLRA in the future.

Mr. Frebowitz continued the presentation with an update on Site 12 – the South Landfill. Similar to Site 3, the landfill contains trench and disposal areas which were identified by a geophysical study. The RI was performed in several phases and results showed that contamination was primarily confined to the identified disposal areas. The chemicals of concern are arsenic, chromium, PAHs, and PCBs in surface soil and the same compounds plus dioxin in subsurface soil. Dioxin is the primary risk driver detected in groundwater. The RI report has recently been submitted to the regulators for review. Mr. Frebowitz asked if there were questions on Site 12; there were no questions from the attendees.

Mr. Lin indicated that a document was being passed around the meeting attendees. These are the operating procedures for the RAB. The RAB has been operating without these written procedures, but it is a requirement. The Navy has worked with the regulatory team members and with Ms. Gemmill, the RAB community co-chair, to develop the document. The Air Force has also reviewed the procedures. At the end of the meeting the document will be signed.

Mr. Lin continued with the status of the Five Year Review. On February 20, 2013, a notice in The Intelligencer was posted announcing the Five Year Review for NAS JRB Willow Grove. The trigger for that review, as required by Superfund, was the ROD for Site 1 – the Privet Road Compound. The Five Year Review is being prepared and the Navy is working with EPA and PADEP. The opportunity for anyone to participate in an interview is encouraged. If anyone would like to participate they are encouraged to contact Mr. Lin.

The Five Year Review is required every five years after a ROD is signed and contamination is left in place which prevents unrestricted exposure or use of the site. The ROD is a public document available in the administrative record at the library. Mr. Lin is also available for questions. The Five Year Review process reviews the current protectiveness of the remedy as well as the decisions used to select the remedy. The Site 1 groundwater ROD from September 2008 is the trigger point for the Five Year Review. The Navy is working with EPA to complete the review by August 2013. A very specific, detailed site review is required for Site 1; this is in progress. The review will also include a discussion of the other sites, but these will not be as detailed an evaluation. Mr. Lin asked if there were any questions on the Five Year Review; no questions were asked.

Mr. Lin introduced Scott Shaw to provide the status of Air Force site ST-01. Mr. Shaw identified the site on a figure and commenced with an update on two investigations; the first conducted in September 2012, and the second in November/December 2012. The POL site is located in the northern corner of the base. The investigation was performed on the off-base side of the fence from the tanks as shown on the slide. The first investigation was a Light Non-Aqueous Phase Liquid (LNAPL) study. A procedure called laser-induced fluorescence (LIF) was used which was followed up with confirmation sampling. Laser-induced fluorescence uses some of the natural qualities of petroleum hydrocarbons to measure fluorescence of constituents in soil. Different types of constituents such as gasoline, kerosene, etc, show a different characteristic response. That can be measured quickly in the field using a downhole instrument; work was completed in 2 or 3 days rather than 5 or 6. Based on the information gathered from the LNAPL investigation, an air sparging test was conducted. Air is injected into the ground and parameters such as organic vapors, changes in groundwater concentrations, carbon dioxide to measure bioremediation, among others are evaluated. That was completed in November 2012, and a draft report is now in Air Force review.

Mr. Shaw, referring to a figure, showed the areas where contaminants of concern have been persistent, although at low levels, indicating that free product may remain in the ground. Mr. Shaw explained that the LIF instrument is driven by a small drill rig into the ground and the readings produce continuous data. Results showed two of the 28 borings with high responses indicating contamination. Confirmation samples were collected from those locations including soil and groundwater samples. Results showed the contaminants that have been historically

observed including trimethylbenzenes, benzene, ethylbenzene, and naphthalene which are typical constituents of jet fuel. Based on those results, wells were drilled for the air sparge test at a spacing of 20 feet for the injection wells with observation wells at regular distances from the injection wells. Mr. Shaw provided details on how the wells were designed and installed and how the injection tests were performed. The air sparge test was planned for 72 hours, but ran for 69 hours as one of the air compressors stopped working. Results did show responses in observation wells (e.g., detection of contaminated vapors). The results showed that VOCs decreased with time at expected distances from the injection wells and built up in others where air was pushing the contamination. Carbon dioxide was also building up in some of the wells which is an indicator that bioremediation is occurring. All the data will be available for use in designing a methodology for achieving site closure at this part of the site. The report recommends that a blower system, rather than compressors, would be appropriate. The test also indicated that a 20-foot well spacing was a good design specification for the system.

Mr. Shaw introduced Curt Frye representing the Air Force. Mr. Frye was filling in for Jon Davis who was unable to attend. Mr. Frye presented information on the Air Force's contracting strategy to take Site ST-01 to closure. A performance-based contract is planned for award this fiscal year (FY13) with a milestone to reach site closure by 2019. The goal is to clean-up the site to allow for unrestricted use. With performance-based contracts, the contract will include a requirement for achieving the stated minimum performance objective – in this case, site closure - but is not told how to get there. Everything proposed by the contractor, however, is subject to Air Force and regulatory review and approval. Another contract planned for award in FY13 is for demolition of the above-ground tanks. FY14 funds have been programmed to address any potential contamination discovered beneath the tanks during the demolition.

Mr. Frye asked if there were questions. Mr. McGee asked if the property owners have been contacted. A discussion of property owners and access agreements between Mr. McGee, Mr. Frye, and Mr. Shaw concluded that Horsham Township and Mr. Haggerty were property owners, however, contamination and the remediation area is located on the Haggerty property only. The Air Force maintains a lease with Mr. Haggerty granting full access to conduct work on the property. The discussion continued regarding the type of work to be conducted during the remediation. Mr. Frye replied that the contractor will determine the remedial approach and bids are currently in Air Force review. It is possible that the remedy will include air sparging. Tom Ames asked if the Air Force could share how many proposals have been received. Mr. Frye replied he didn't know, but thought that would not be public information at this time. Mr. Frye confirmed with Mr. McGee that the site would be cleaned to residential standards for unrestricted use. The Air Force briefing was concluded.

Mr. Lin continued with the discussion of the RAB operating procedures and asked if everyone had a chance to look at a copy. Mr. Lin indicated he had already signed the document and noted there are five parties who were to sign: the Navy as co-chair, the community co-chair, the Air Force representative, PADEP, and EPA. Mr. Lin asked those representatives to sign the document if they concur or to let him know if there were comments.

Mr. Lin noted that earlier in the meeting he should have asked if there were any comments regarding the minutes from the last RAB meeting on December 5, 2012. Minutes were mailed as well as posted on the BRAC website. There were no comments from the attendees.

Mr. Lin noted that there have been ongoing discussions with the Township how to improve the library information repository. The repository contains Navy documents, but Air Force documents are not there. The Navy will be looking at ways to improve the repository because it can be difficult to find things, but there is no concrete plan at this time. Mr. Ames asked if the library repository was different than what it posted on the BRAC website. Mr. Lin indicated there was different information on each and referred to the agenda which has the website addresses for each. The two websites combined provide the publically available documents. The information repository at the library contains primarily the CERCLA documents.

Mr. McGee asked if the members of the RAB have received the operating procedures. Mr. Lin replied that he worked through the RAB co-chair so the opportunity with other RAB members was available. Mr. McGee indicated that many RAB members have stopped attending meetings over the years and the procedures indicate they could be removed from the RAB. Mr. McGee wanted to know if it would be a good idea to send those members a copy of the procedures to let them know they could be removed. He also wanted to know what the procedures would be for replacing them if they are removed for lack of attendance.

Mr. McGee also asked how long the RAB needs to be in existence. Mr. Lin replied to the last question first and said there is a procedure in 32 Code of Federal Regulations about how to adjourn a RAB. There are conditions under which an adjournment can occur. Currently, there is active community involvement, so there does not seem to be a need to adjourn this RAB at this time. The Navy is required to be involved with the community as long as the community deems it necessary. Mr. McGee followed up asking if adjournment of the RAB was tied to a milestone such as the cleanup being completed. Mr. Lin replied that he would think the RAB would end when that point was reached, but that could take another 5 to 10 years, particularly at Site 5. Mr. McGee asked if the RAB would continue even after the property is transferred. Mr. Lin replied that the RAB would continue because the remediation will still be managed by the Navy. Mr. McGee recommended that the RAB rules be sent to each member of the RAB. Mr. Lin replied that it was intended that the RAB operating procedures would be sent with the minutes of this meeting and it will be posted on the BRAC website. Mr. Ames noted that the operating procedures have some wording if the RAB feels some additional training is necessary, the Navy will consider that. Mr. Lin confirmed that was the case.

Mr. Lin indicated the next RAB meeting was scheduled for June. After consulting with the community co-chair, it was determined that was too close to this meeting since this meeting was rescheduled from early March. The Navy is proposing to schedule the next meeting for September 4, 2013 with the following meeting on December 4, 2013. A start time of 2:00 pm was also proposed for both these future meetings. There were no dissenting comments or opinions so the meeting dates and times were set.

Mr. Lin reiterated that his contact information is found on the bottom of the agenda as well as on the Navy BRAC PMO website. Members of the community can contact Mr. Lin if there is any need. Mr. Lin asked for any other questions or comments; there were no questions.

Meeting adjourned.



**NAS JRB
WILLOW GROVE
RESTORATION
ADVISORY BOARD
(RAB)**

**April 24, 2013
Meeting Number 52**



Agenda



- Welcome Community RAB Members
- Radiological Update
- Site 3 – Ninth Street Landfill Status
- Site 5 – Fire Training Area Groundwater Remediation Status
- Site 12 – South Landfill Phase II Investigation Status
- Five Year Review
- Air Force Site ST-001
- RAB Operating Procedures
- Closing Remarks



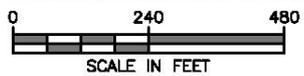
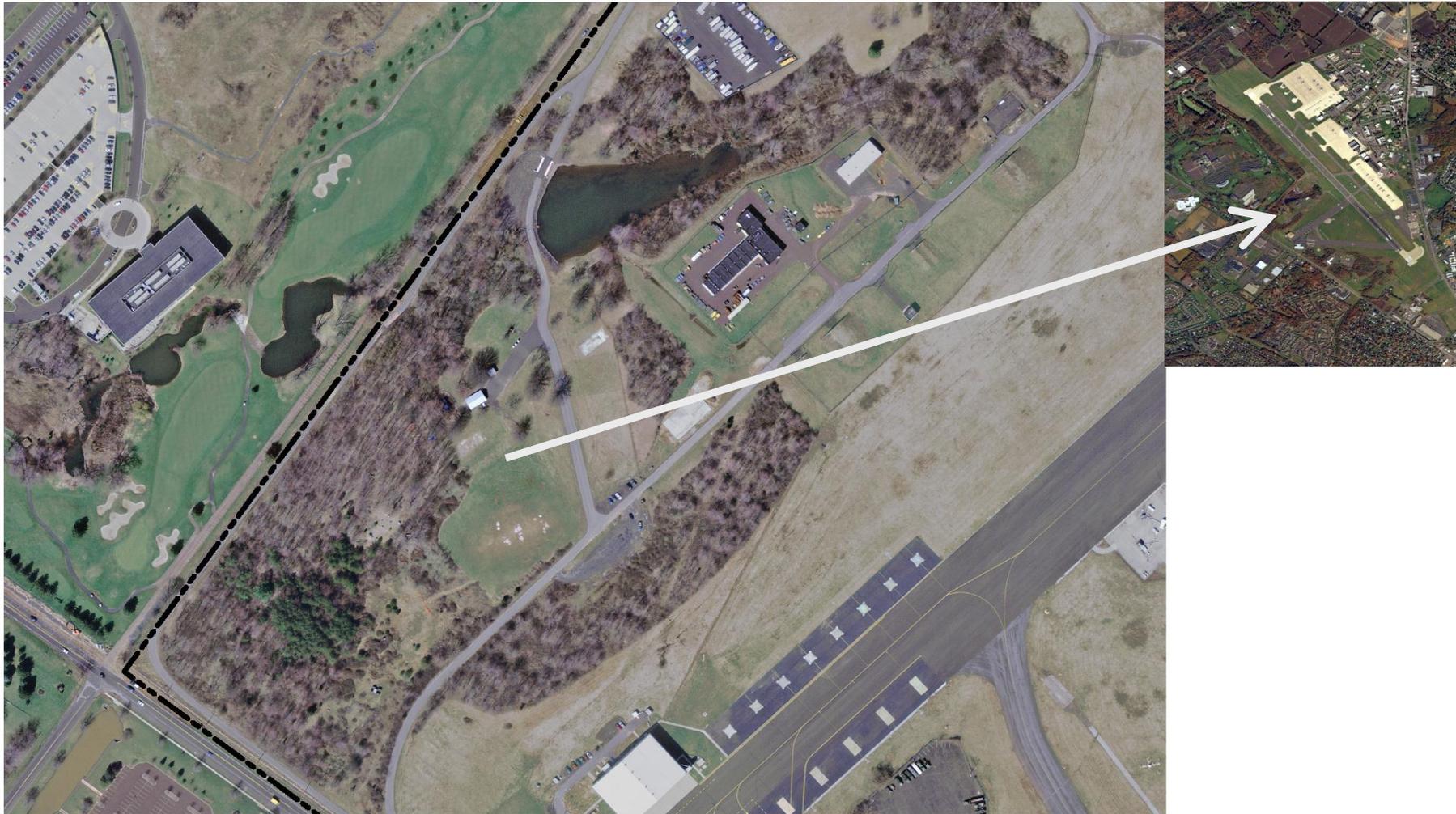
Radiological Update



- Historical Radiological Assessment (HRA)
 - HRA is a file review for potential radiological impacts, 18 sites identified
 - November 2012 draft HRA reviewed by regulators; response to comments being prepared
- Basewide Radiological Management Plan
 - Provides plan for investigating sites from the HRA
 - Navy draft being finalized, consulting with PADEP on ARARs
- Scoping Survey for Sites 3 and 12
 - Surface scan and subsurface soil sampling
 - Minimal clearing of plant growth being pursued
 - Results will be incorporated into the Feasibility Study



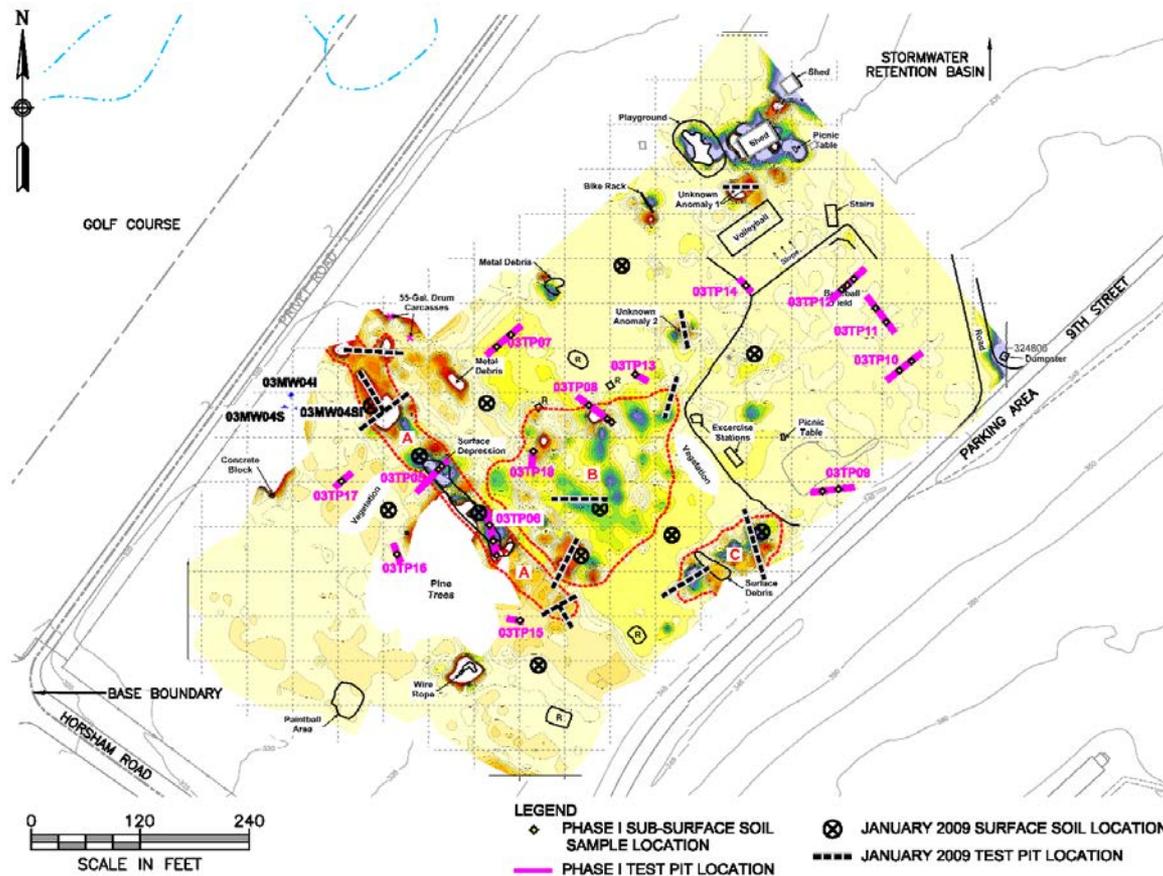
Site 3 – Ninth Street Landfill



SOURCE:
DELAWARE VALLAY REGIONAL PLANNING COMMISSION
2005 DIGITAL ORTHOIMAGERY



Site 3 – Ninth Street Landfill





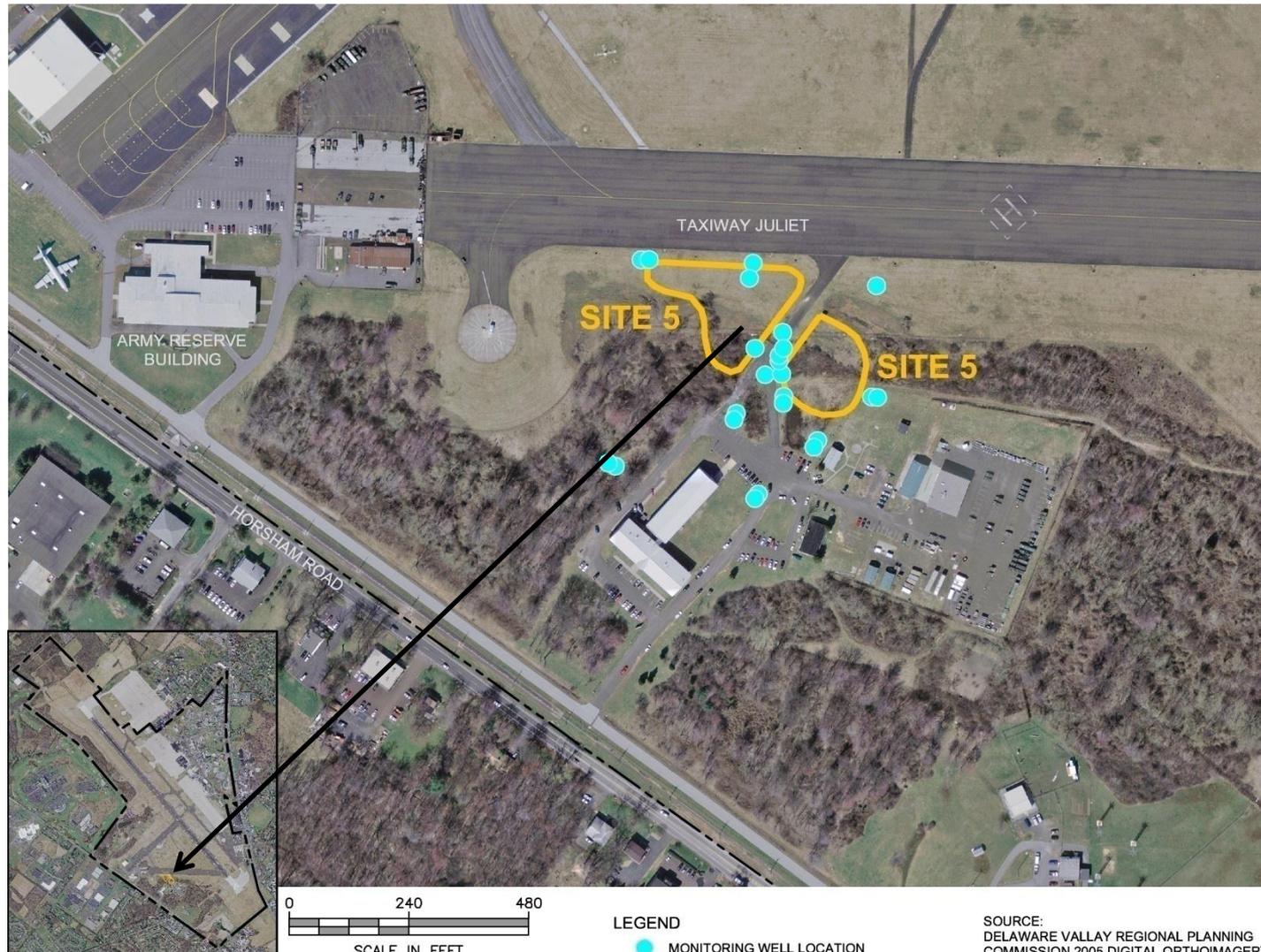
Site 3 – Ninth Street Landfill



- Feasibility Study (FS) in preparation
 - Remediation goals developed
 - Evaluates removal and capping alternatives
 - Completion of FS After Radiological Field Survey
 - Results from survey will be incorporated into FS

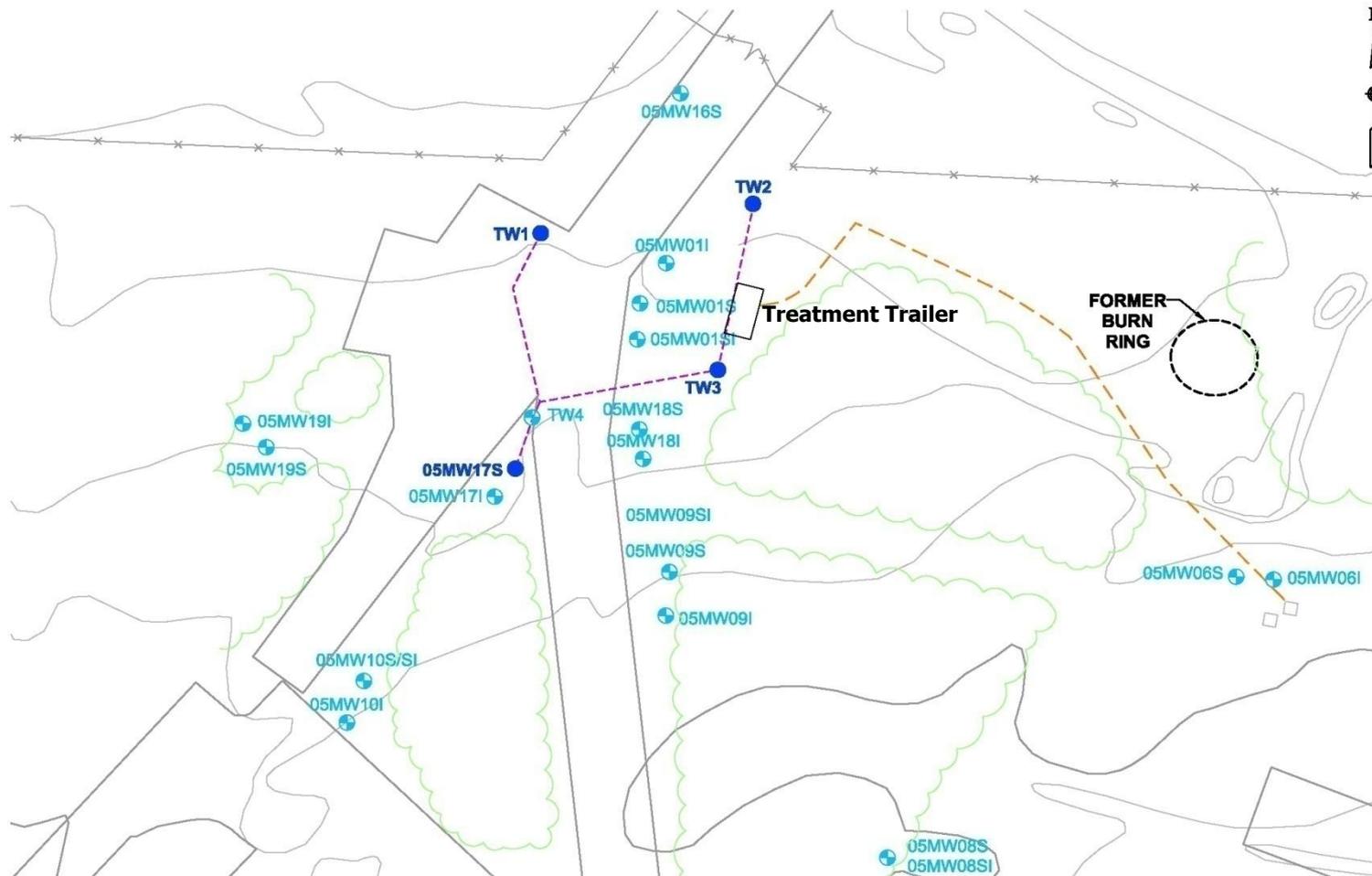


Site 5 – Fire Training Area Groundwater



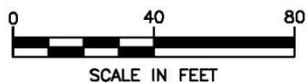


Site 5 – Fire Training Area Groundwater



LEGEND

- MONITORING WELL LOCATION
- INJECTION/EXTRACTION WELL LOCATION
- UNDERGROUND ELECTRIC AND WATER LINE
- UNDERGROUND ELECTRIC LINE





Site 5 – Fire Training Area Groundwater



- Current Status

- Original solvent compounds sharply reduced to absent, intermediate compounds steady to declining, and end stage compounds appearing
- Periodic biostimulation is required
 - Lactoil injection conducted December 2012 through February 2013
- Record of Decision signed by EPA and Navy – September 2012
 - Available in Administrative Record @ Horsham Library or <http://www.horshamlibrary.org/WillowGroveNASindex.html>



Site 5 Groundwater Selected Remedy



- In-situ treatment of groundwater by anaerobic bioremediation in and around the former drum storage source area
- Monitored Natural Attenuation
- LUCs will be initiated to preclude use of untreated groundwater and require that future buildings are constructed to mitigate the potential for vapor intrusion of VOCs from the subsurface into the buildings



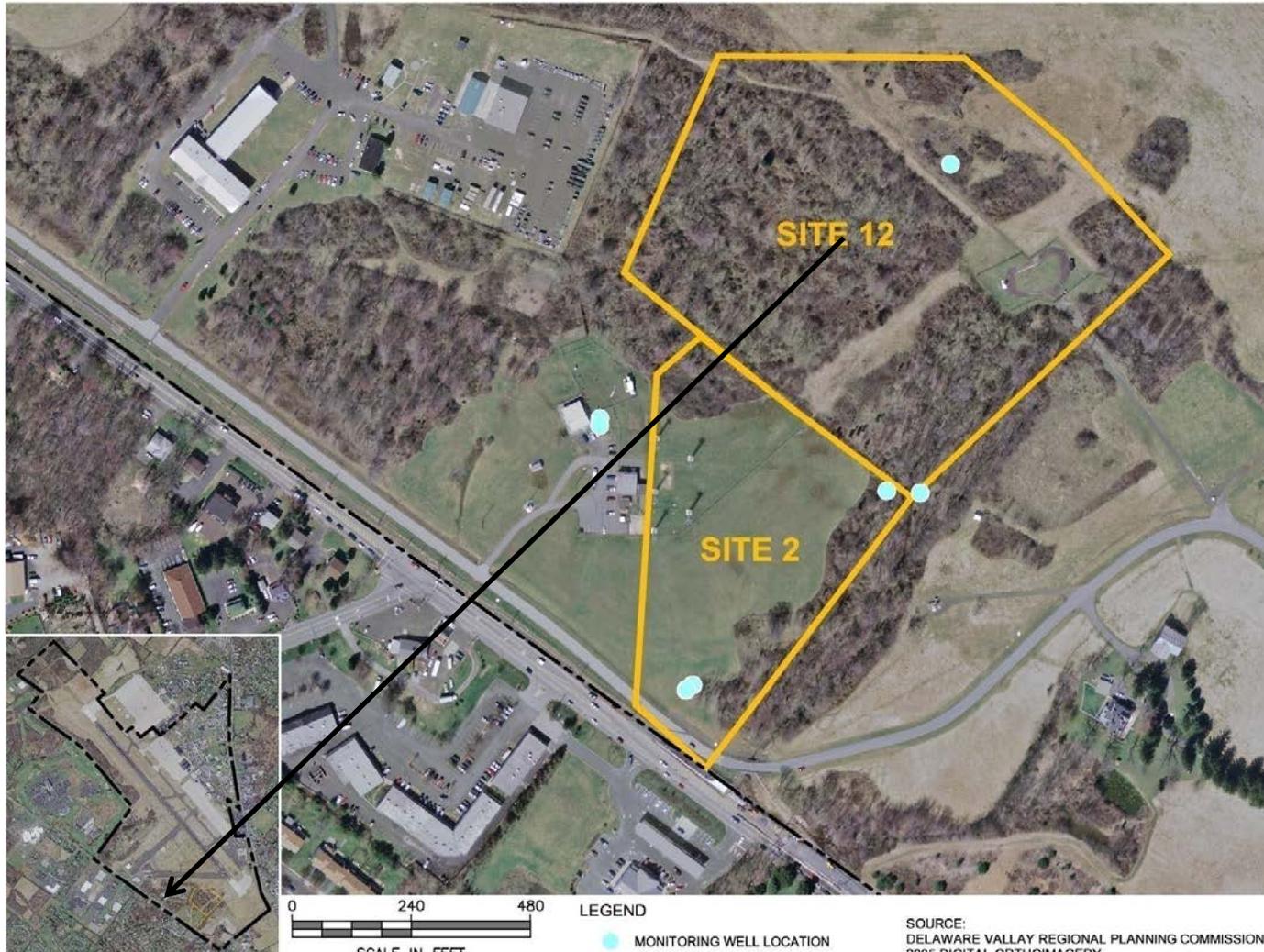
Site 5 Groundwater Remedial Design/Remedial Action



- In Progress:
 - Remedial Design for Land Use Controls
 - Remedial Design for Additional Injection Wells
 - Well installation
 - Sampling
 - Evaluation of subsurface conditions to determine **“recipe” for amendments to continue and enhance bioremediation**
 - Both RDs have been submitted for regulatory review

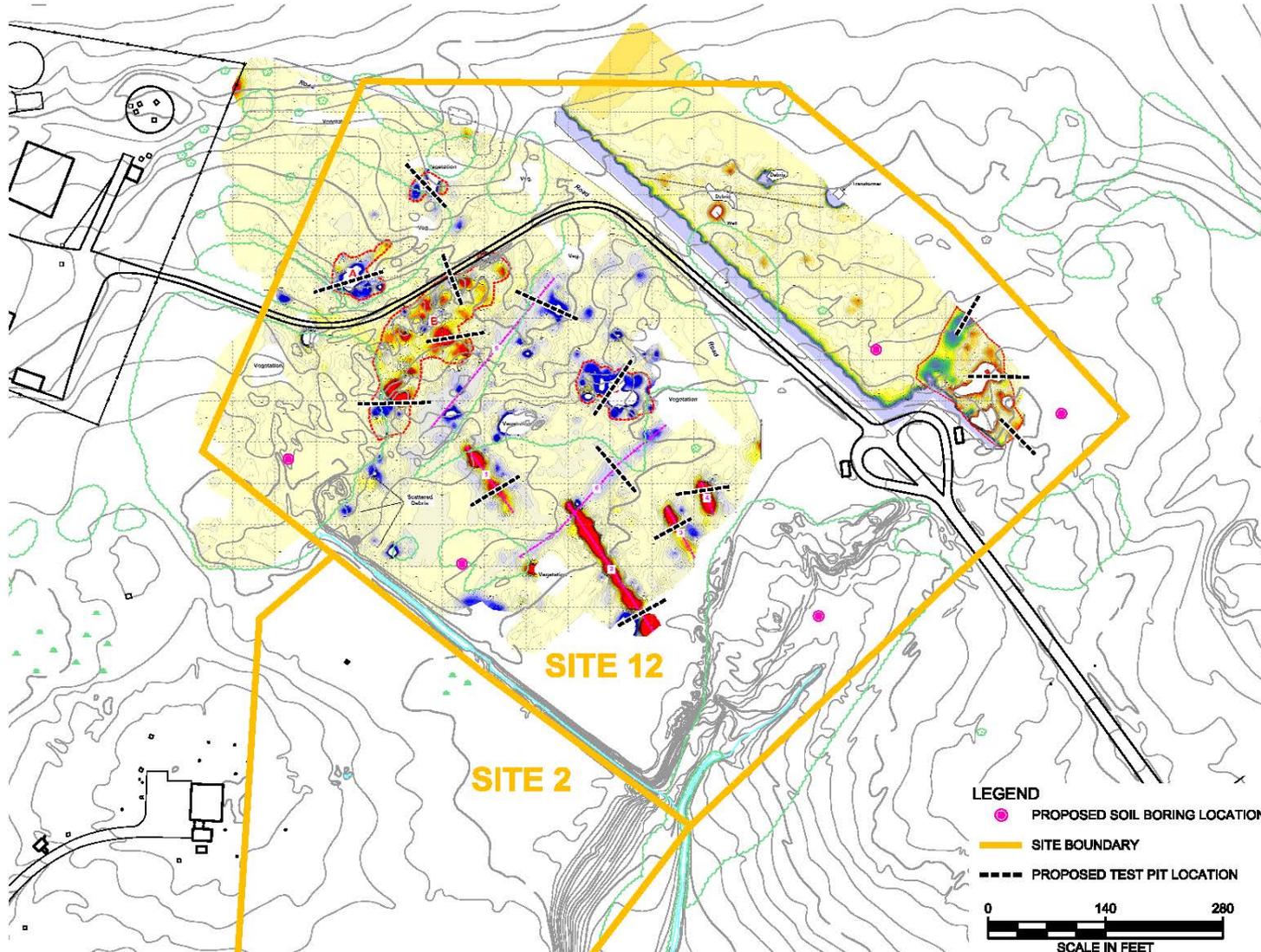


Site 12 – South Landfill Phase II Remedial Investigation





Site 12 Phase I EM Study





Site 12 Phase II Status



- Remedial Investigation Report in Progress
 - Report provided to regulators on 12 April 2013
 - Results confirm Phase I and provide further delineation of contamination
 - Risk assessment performed to determine contaminants of concern (risk drivers)
 - Surface Soil
 - Arsenic, chromium, PAHs
 - Subsurface Soil
 - Arsenic, chromium, PAHs, PCBs, dioxins
 - Groundwater
 - Dioxins



Five Year Review



- Site reviews are required every five years after a ROD is signed if contamination is left in place that prevents unlimited exposure or unrestricted use of the property
- Reviews evaluate the current protectiveness of the remedy/remedies as well as the decisions used to select the remedy and performance standards
 - Remedial Action Objectives
 - Toxicological Factors, Exposure Pathways, & Risk Assessment Methodology
 - Clean-up Levels



Five Year Review



- NAS JRB Willow Grove schedule is based on signature of Site 1 (Privet Road Compound) Groundwater ROD (September 29, 2008)
 - Five-Year Review due by September 29, 2013
 - Agreement with EPA to complete by August 29, 2013
- Site reviews are required for Site 1 Groundwater
- Status of other Installation Restoration Program Sites at NAS JRB Willow Grove will be discussed in the Five-Year Review, but a technical evaluation will not be included
 - No Action/Closed Sites (Sites 2, 4, 6, 7, 8, 9, 10)
 - Sites currently in investigation (Sites 3, 5, 12)



Air Force Site ST-001



Point of Contact

Jon Davis

508-968-4670, x4952



RAB Operating Procedures



- March 2007 - DoD published the RAB Rules handbook
- Provides a framework for RAB establishment, responsibilities, and operation
- Each RAB is required to have a "mission statement" and "operating procedures"
- Draft "Rules" prepared by Navy and reviewed by EPA, PADEP, and RAB
- Final "Rules" available tonight for acceptance and signature



NAS JRB Willow Grove RAB Meeting 52



- Closing Remarks
- Questions or Comments From The Community?
- Next Meetings
 - September 4, 2013 @ 2:00 pm
 - December 4, 2013 @ 2:00 pm



NAS JRB Willow Grove RAB Meeting 52



THE END

Willow Grove Air Reserve Station POL Site (ST-01)

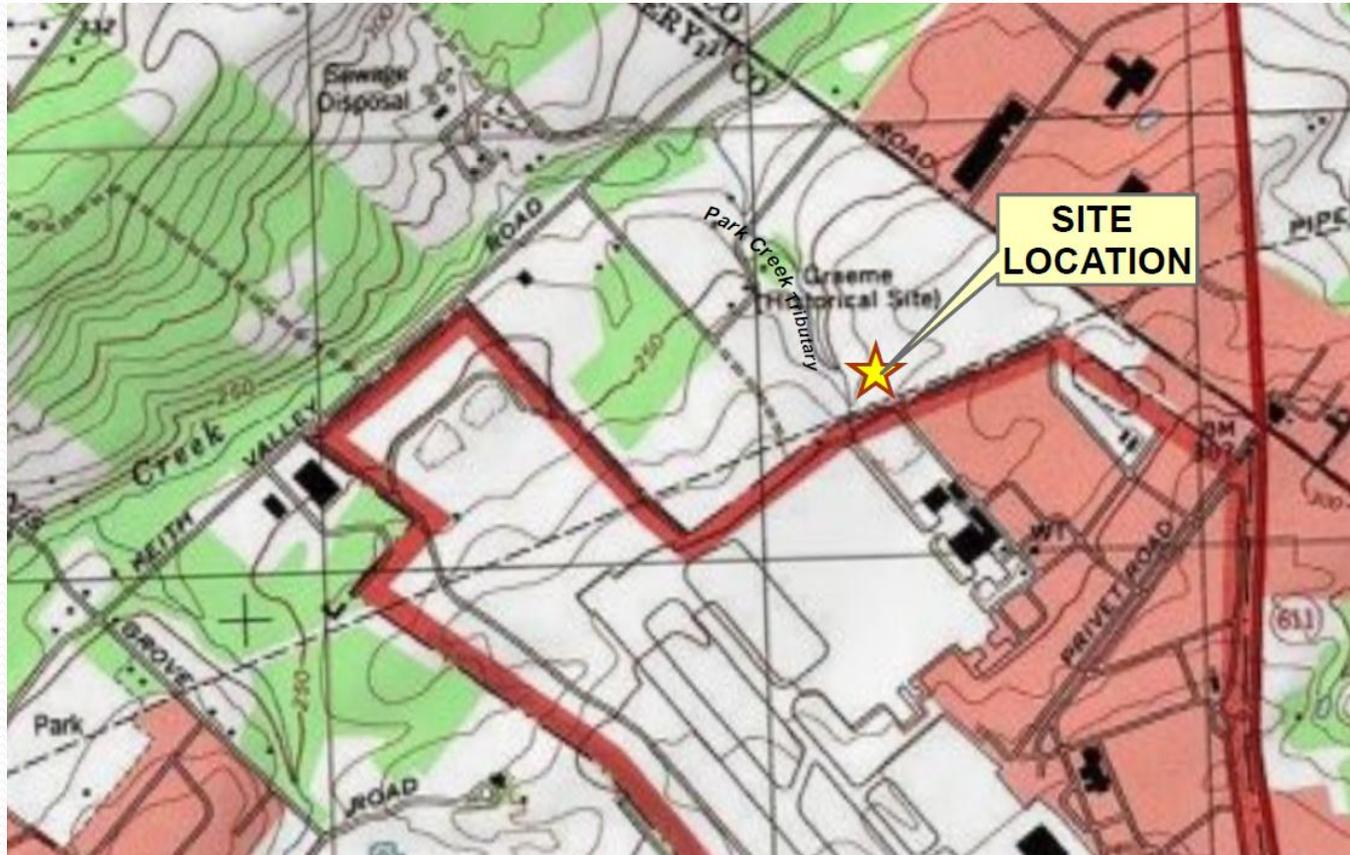
Restoration Advisory Board Meeting
Wednesday April 24, 2013



Outline

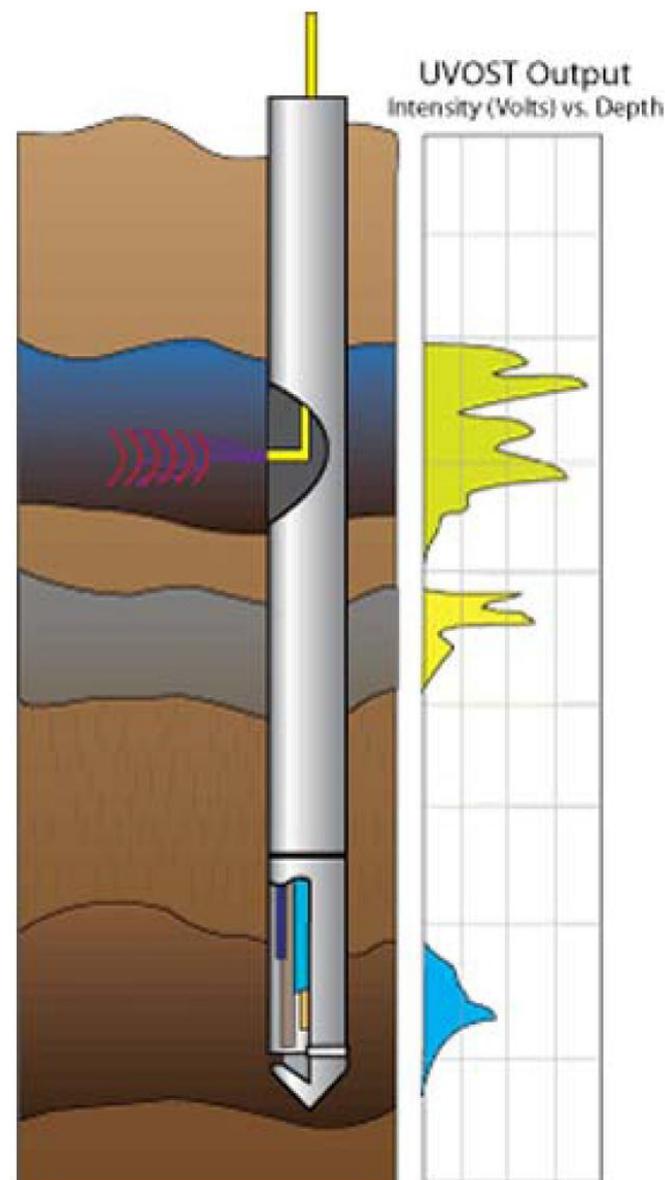
- Background, Location, and Status
- LNAPL Investigation
- Air Sparge Evaluation
 - Test Well Installation
 - Air Sparge Test
- Results

POL Site (ST-01)



POL Site Investigation

- Phase I – LNAPL Investigation
 - Laser Induced Fluorescence (3 days)
 - Confirmation Sampling (2 days)
 - September 2012
- Phase II – Air Sparge Investigation
 - Locate and Install Test Wells
 - Air Injection Wells
 - Test Monitoring Wells
 - Evaluate Treatment Method
 - Baseline Sampling
 - Air
 - Groundwater
 - Air Sparge Evaluation – (72 hours)
 - Use Existing Equipment
 - Monitor Physical and Chemical Changes
 - November 2012
- Reporting and Recommendations



Survey Area

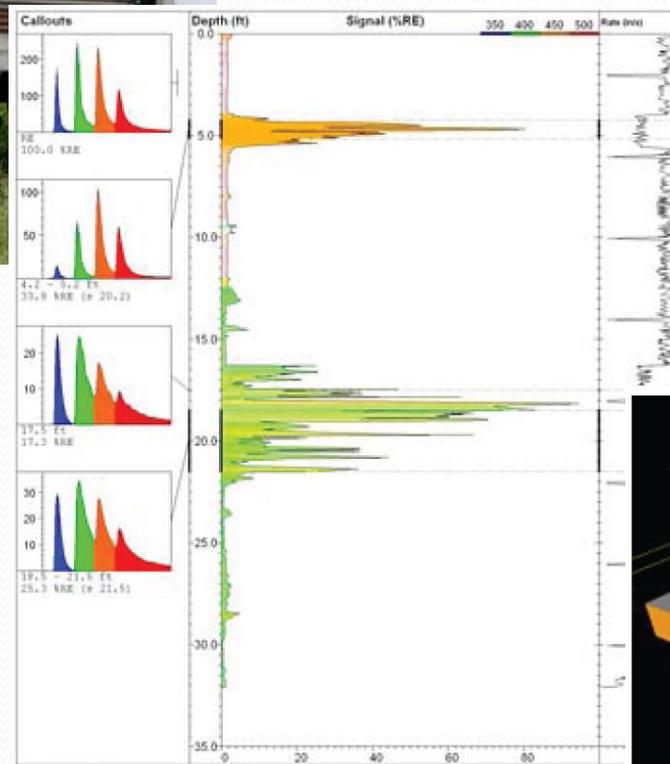


Laser Induced Fluorescence

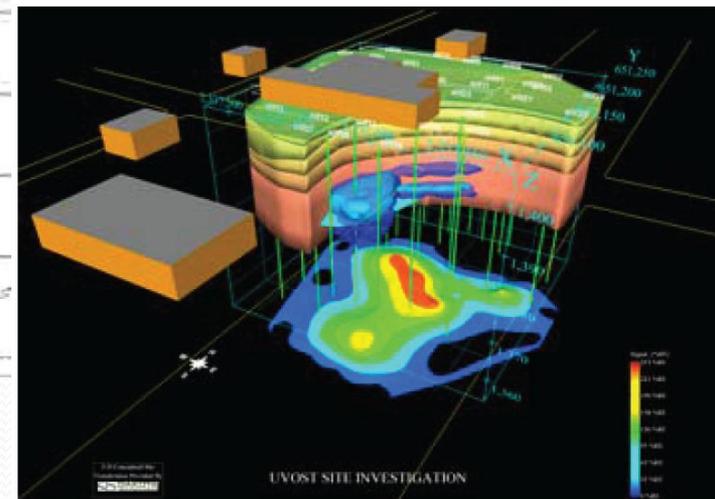


Portable – Small Footprint

Abundant Data



Graphical Interpretation



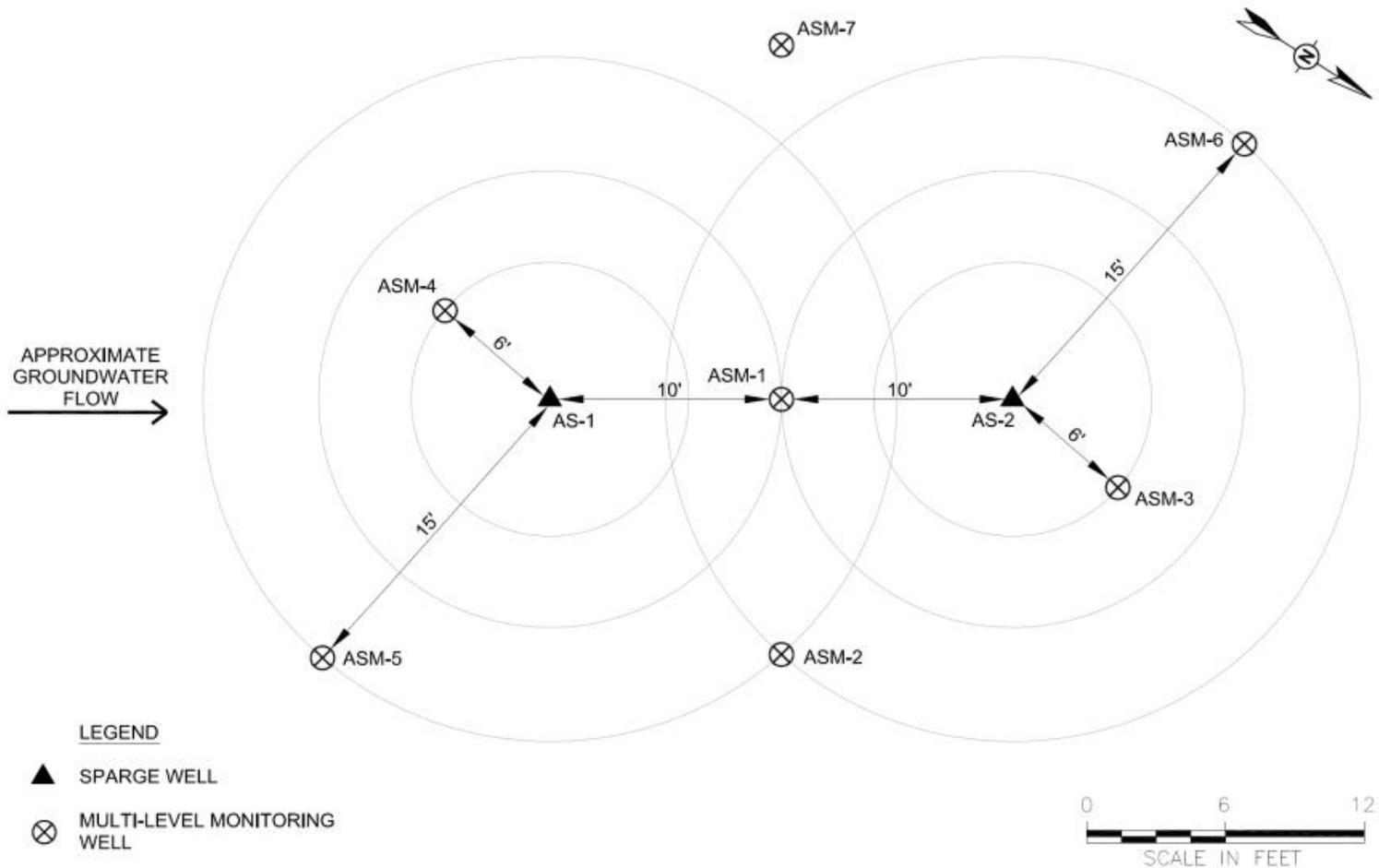
LNAPL Investigation Results

- Twenty Eight LIF Borings
 - LIF-No4 – Very strong instrument response (255% of Reference)
 - LIF-S24 – Strong instrument response (102% of Reference)
- Confirmation Samples
 - 20 soil samples – One soil sample with COCs above statewide health MSC (LIF-No4 [1,2,4-Trimethylbenzene & 1,3,5-Trimethylbenzene])
 - 8 groundwater samples – Five COCs detected above statewide health MSC (1,2,4-Trimethylbenzene, 1,3,5-Trimethylbenzene, Benzene, Ethylbenzene and Naphthalene)
- Air Sparge Test Area
 - LIF-No4 selected
 - Consistent with historic observations of LNAPL observation
 - Proximity to existing equipment
 - Seasonal site conditions

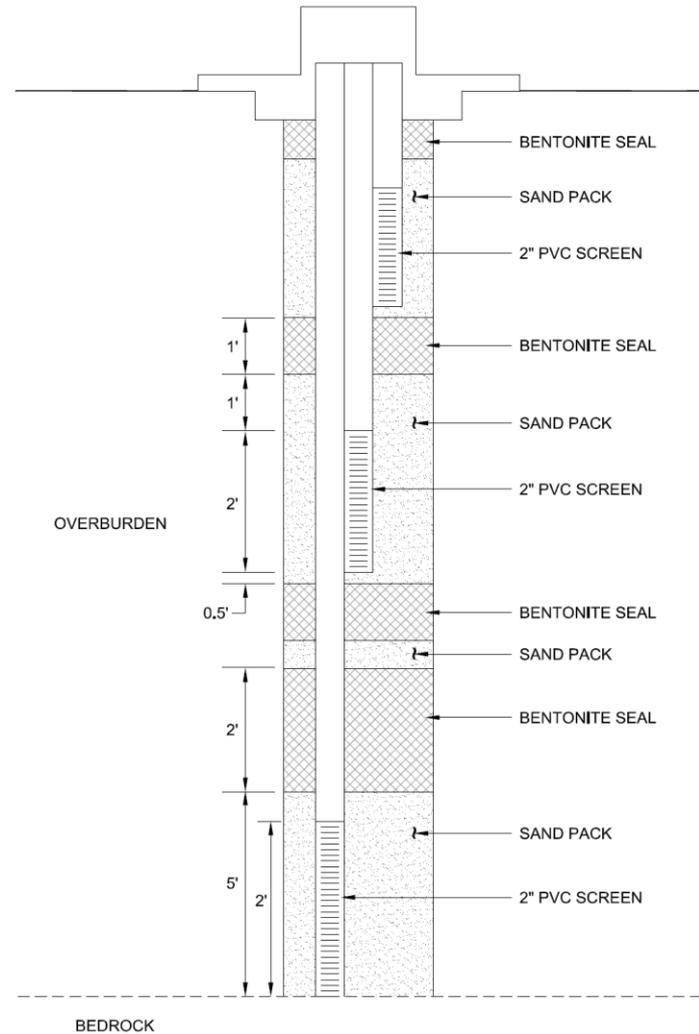
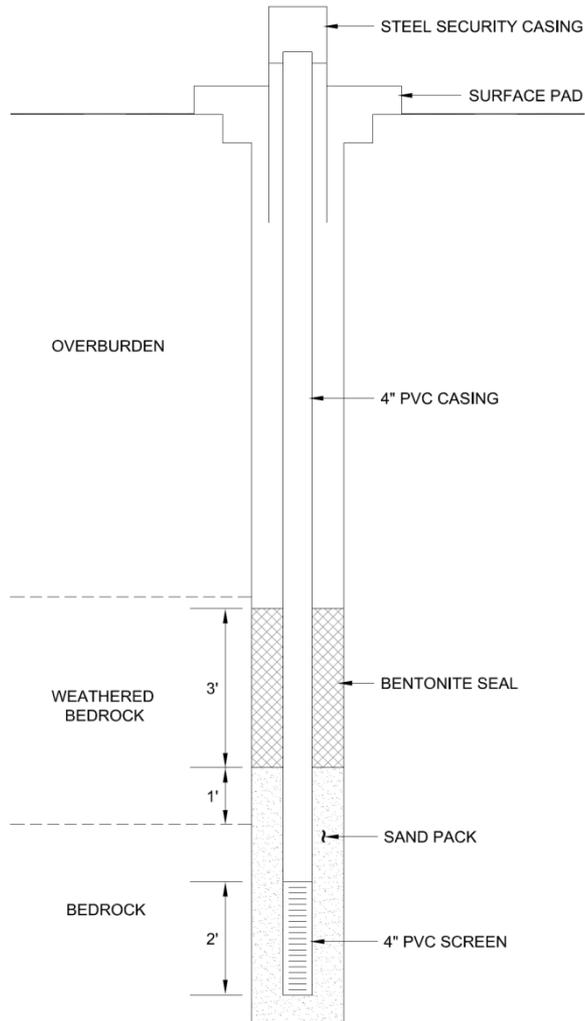
LNAPL Investigation Results



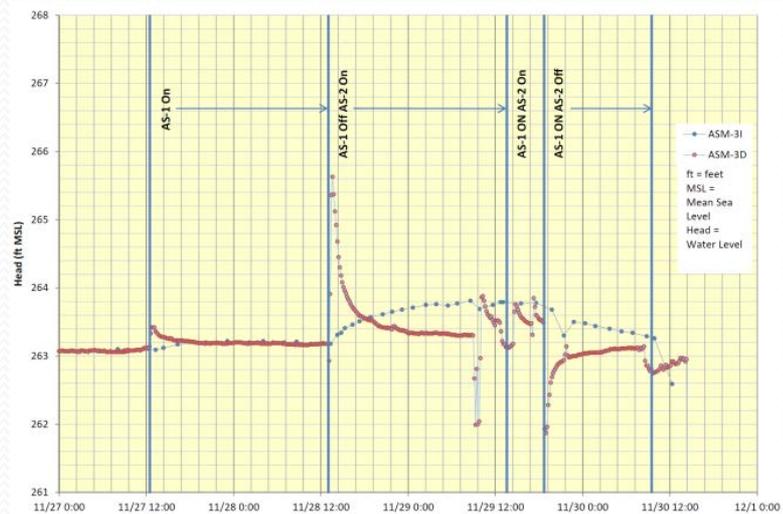
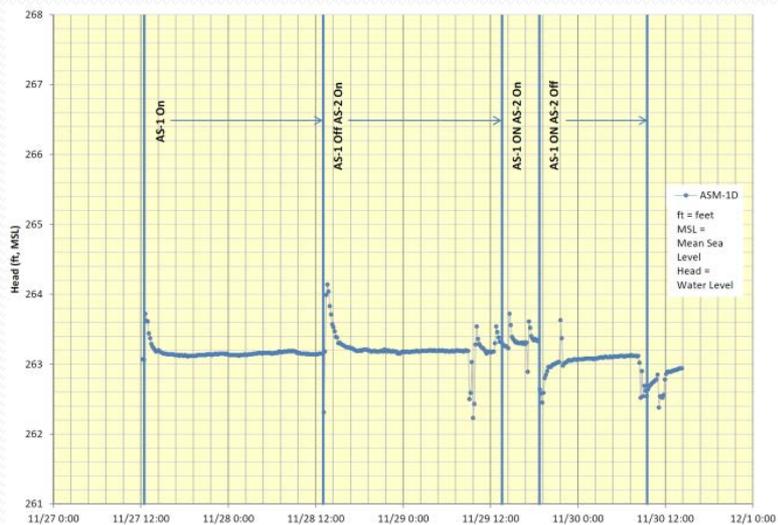
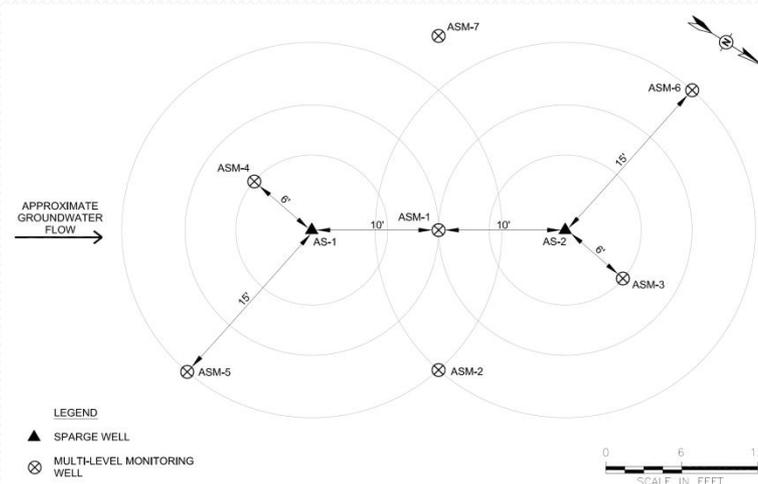
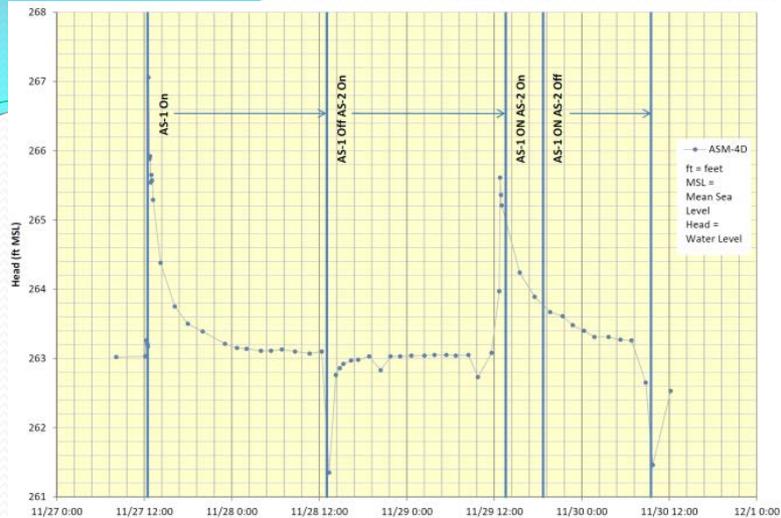
Air Sparge Test Area



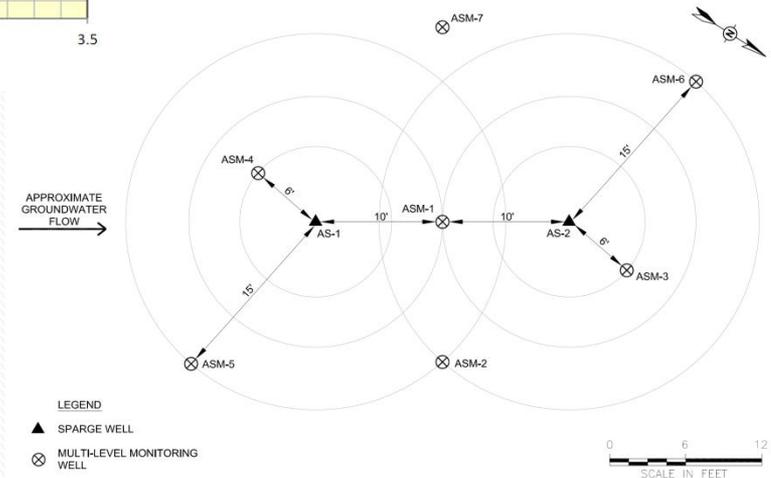
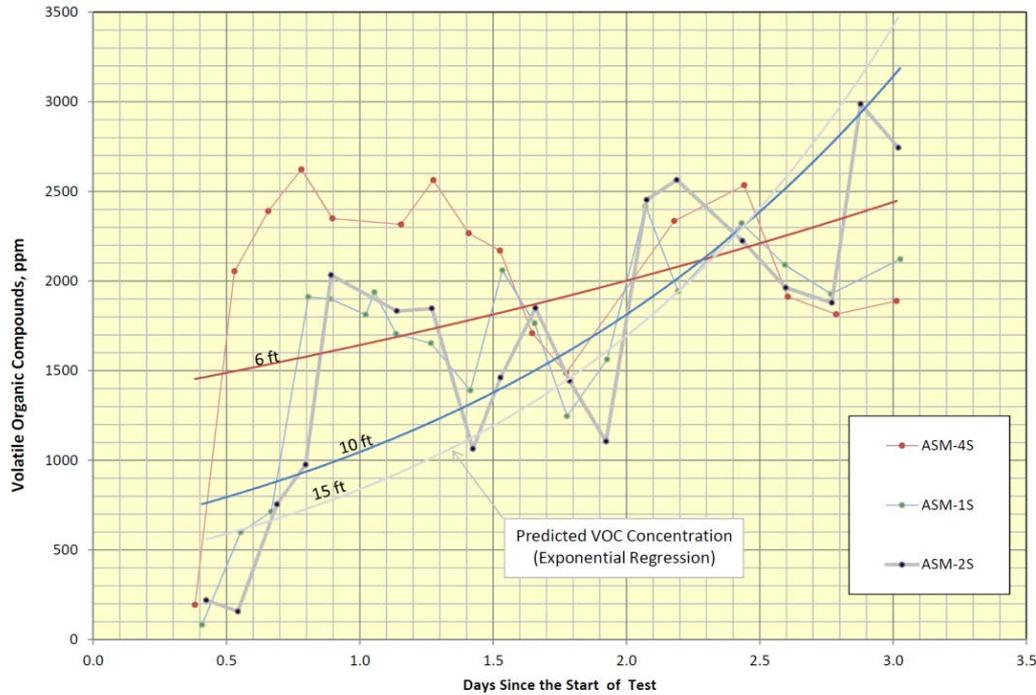
Well Installation



Air Sparge Testing



Air Sparge Testing



Results and Conclusions

- 72-hour test with alternating 24-hour periods planned
 - Final test period was 69 hours
 - Overall, test was successful
- Lesson learned
 - Compressors not strong enough to operate both wells
 - Blowers should be used to inject air instead of compressors
- Dissolved concentrations of COCs decreased during the test in most monitoring wells

Results and Conclusions

- Test results indicate that both volatilization and oxygenation of groundwater took place
- Data inadequate to estimate the overall mass removal rate
- Seasonal changes in water level will affect the mass removal rate
- The 20-foot air sparge well spacing used to install the test wells will be sufficient for installing a full-scale treatment system at the site



U.S. AIR FORCE

Site ST-01 Next Steps



- ***Area North of the Transco Right-of-Way***
 - ***Award a contract in 2013 with a performance objective of cleanup to residential standards (unrestricted use) by 2019***

- ***Fuel Tanks and surrounding area South of Right-of-Way***
 - ***Demolition project planned for award in 2013***
 - ***FY14 funds programmed to address potential residual contamination***

- ***Status update at next RAB***



Questions

**Former Naval Air Station Joint Reserve Base Willow Grove
Restoration Advisory Board
Operating Procedures**

Background

The United States Navy (Navy) is responsible for implementing the Installation Restoration Program at the former Naval Air Station Joint Reserve Base (NAS JRB) Willow Grove. The United States Air Force (Air Force) is responsible for implementing the Installation Restoration Program at the Willow Grove Air Reserve Station or successor.

The Restoration Advisory Board (RAB) Operating Procedures, herein referred to as the "Procedures", are entered into by the following parties: Naval Facilities Engineering Command (NAVFAC) Base Realignment and Closure (BRAC) Program Management Office (Navy); U.S. Air Force; U.S. Environmental Protection Agency (USEPA), Region 3; Pennsylvania Department of Environmental Protection (PADEP); and the RAB community co-chair.

The basis and authority for these Procedures are contained in the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, as amended by the Superfund Amendments and Reauthorization Act (SARA) of 1986, particularly Sections 120 (a), 120 (t), and 10 USC 2705, enacted by Section 211 of SARA, and 32 CFR 202.

Goals, Objectives, and Mission Statement

The goals, purpose, and mission of the Restoration Advisory Board (RAB) is to promote community awareness; and review, comment, and make recommendations to the Navy on matters pertaining to the environmental restoration of former NAS JRB Willow Grove. In addition, the RAB is the primary public forum for interest groups and regulatory agencies. The Air Force is invited to participate in this RAB to provide a single Department of Defense (DOD) forum for community participation.

The Navy will provide the RAB with information and documentation that is relevant to these activities. The RAB shall be conducted in accordance with all applicable DOD and Environmental Protection Agency (EPA) guidelines.

Each member of the RAB is encouraged to provide comments, suggestions, and recommendations, and participate in open discussion about all environmental issues related to the cleanup of NAS JRB Willow Grove.

RAB Meeting Agenda and Minutes

The RAB meetings shall be co-chaired by a Navy co-chair and a community co-chair (or vice community co-chair). The responsibility of presiding over each meeting will be the joint responsibility of the Navy and RAB community co-chairs. In the instance that the co-chairs are unable to effectively run the meeting, the Navy will provide an independent facilitator.

The RAB will meet once a quarter at a time, day and location acceptable to the RAB. More or less frequent meetings may be held if deemed necessary by the RAB. Schedule changes must be placed on the agenda and passed by a majority vote of the RAB community members, the Navy, and the Regulators affected by the change, who are present at the meeting for which it was placed on the agenda.

All meetings of the RAB shall be open to the public, and all persons shall be permitted to attend any meeting of the RAB or its subcommittees, including special meetings.

The Navy co-chair will prepare the draft RAB agenda, coordinated as required with the community co-chair, and mail the agenda not later than seven calendar days prior to the RAB meeting. The Navy will provide written notification to all RAB members of the upcoming agenda, date, time, and place of RAB meetings. The agenda will provide for a comment period during which the public and RAB will make their comments. Usually, comments by the public and other community members will only be made during this period. The Navy will announce the RAB meeting through local newspapers and the BRAC PMO website.

The RAB may vote to extend the agenda times at the meeting. However, the maximum length of a RAB meeting will not exceed two hours unless previously specified in the agenda as described above. Agenda items that are incomplete will automatically be added to the next meeting's agenda or, if necessary, another future meeting at the discretion of the co-chairs.

The Navy will arrange for a timely presentation of current documents at RAB meetings for review and comment. The RAB may request that the Navy provide training to increase the RAB's understanding of environmental restoration issues and processes. The Navy may also suggest training opportunities.

When necessary, special RAB focus groups may be called to review and comment on key documents. A focus group can be suggested by RAB members, and membership to the group will be by self-nomination. The RAB or focus groups should review, discuss and provide comments on a wide variety of technical documents and plans. Focus meetings will typically be held outside of the normal RAB meeting times at a location and time agreed upon by the focus group. Normally, focus groups will be comprised of community and institutional RAB members. If deemed appropriate by the focus group, the Navy, regulatory agencies, or other participants may be invited to attend.

Written comments from RAB members or RAB focus groups will be submitted directly to the Navy co-chair. Verbal discussion is to be promoted as much as possible. To facilitate communication, individual RAB members may comment directly to the Navy, if they prefer. Any written response by the Navy shall also be placed in the information repository. The RAB may request a written response to written comments.

The Navy co-chair shall record and disseminate meeting minutes. Meeting minutes and list of attendees shall be supplied to the members approximately seven calendar days before the next meeting for comment at the next scheduled meeting.

The Navy has established an information repository for public documents related to environmental restoration activities at NAS JRB Willow Grove and will maintain the repository. RAB members are expected to report to the Navy co-chair if the documents appear out of order or out of date. The RAB section should include minutes of RAB Meetings, member comments and responses, an information record index, these Procedures, any supplemental RAB procedures, as well as all relevant technical publications arising from the environmental restoration activities. The repository is located at:

Horsham Township Library
435 Babylon Road
Horsham, Pennsylvania 19044-1224
Tel: (215) 443-2609
Fax: (215) 443-2697

The information repository website is:

<http://www.horshamlibrary.org/WillowGroveNASAdminRecord.html>

The NAVFAC BRAC PMO website is:

http://www.bracpmo.navy.mil/basepage.aspx?baseid=79&state=Pennsylvania&name=willow_grove

Membership

The RAB should consist of the following:

- Designated representatives of the Navy, Federal and State Regulatory agencies.
- Designated representatives of the Horsham Township.
- Community members including representatives of environmental organizations, local businesses, community based non-profits and residents at large.
- An alternate, selected by a member, will be allowed to vote.

RAB community membership is voluntary and members shall serve without compensation. RAB community members should be willing to communicate with local community members and interest groups concerned with general or specific base cleanup issues. RAB community members serve as a direct conduit for the flow of information to and from the community.

All RAB community members are expected to attend regular meetings. If any community member has four or more unexcused absences in a calendar year, they may be automatically removed from the RAB. Inactive community members may be retained at the discretion of the RAB co-chairs. RAB community members who have been removed for absences can reapply.

Although the RAB has no power to force government agency representatives or members designated by government agencies to attend meetings, the RAB may write letters to the respective agency to encourage their participation or request their appointed representative(s) be replaced.

The community co-chair and vice co-chair (if the community selects one) shall serve a term of two years from October 1, through September 30. Prior to the expiration of the community co-chair term, the RAB will announce the availability of the co-chair or vice co-chair position. Interested RAB members will

have the opportunity to "self nominate" or nominate a member of the RAB for the co-chair and vice co-chair position. At the closest regular RAB meeting of the RAB, prior to the community co-chair and vice co-chair term expiration, the RAB community members present shall elect a co-chair and vice co-chair. The community co-chair or vice co-chair may be re-elected for another term. If the community co-chair or vice co-chair resigns, a new co-chair or vice co-chair will be elected and will finish out the term.

The RAB community membership is responsible for terminating a community co-chair who is ineffective or detrimental to the progress of the RAB. Community co-chair removal is determined by a majority vote of the RAB community members present at the meeting for which it was placed on the agenda.

When necessary, the community co-chair will convene a membership selection panel. The panel will announce the vacancy(ies), evaluate the applications and submit one or more nominees to the RAB. Community groups, citizens, and interest groups reflecting the diverse interests of the community may be referred to the RAB membership selection panel. The selection panel will seek consultation from the navy co-chair on the diversity of the RAB. Nominations are to be approved by a majority vote of the RAB community members present at a RAB meeting for which the nomination was placed on the agenda.

The membership selection panel will use, at a minimum, the following criteria for selecting RAB members. Additional criteria may be established at any time by the membership subcommittee or the entire RAB. Members will be evaluated for:

- Willingness to meet the purpose of the RAB
- Ability to work effectively and cooperatively with other RAB members
- Ability to make a positive contribution to the RAB by virtue of experience, education, community interest, or area of expertise
- Willingness to serve for a minimum of two years.
- No apparent conflict of interest.

Applicants are required to be present at the RAB meeting when his/her membership is being brought to vote.

Rules of Order

The following general process will be followed, where formal motions are necessary:

- A motion must be made and seconded by a RAB member, (or their alternate).
- The RAB members will hold discussion on the matter.
- The community will be afforded a reasonable amount of time to add comment on the matter, if requested.
- The motion will be put forth for a vote by the RAB members, (or alternates).
- A majority of votes will pass the motion.
- Members who become aware of a potential conflict of interest will abstain from voting.
- Navy and regulatory agencies are not voting RAB members.

Effective Date and Amendments

The effective date of these Procedures shall be April 30, 2013.

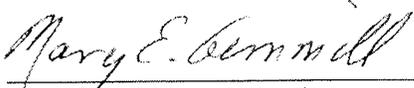
These Procedures may be amended by a majority vote of the RAB members present at the meeting for which it was placed on the agenda. Amendments must be consistent with the CERCLA and SARA statutes as stated previously. A Procedures Committee may be appointed when needed to look at any proposed amendments to be then brought back to the membership for discussion and a determination.

Generally, these Procedures will remain in effect until amended or until adjournment or dissolution of the RAB in accordance with Department of Defense RAB Final Rules 32 CFR Part 202.10, RAB Adjournment and Dissolution, dated May 12, 2006.

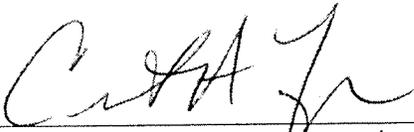
Signatories to the former NAS JRB Willow Grove RAB Operating Procedures:



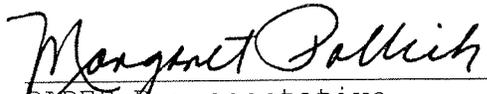
Navy co-chair



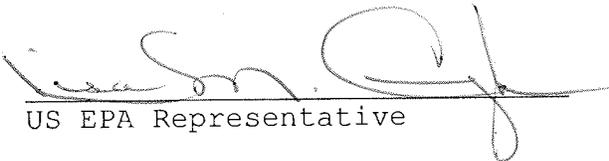
Community co-chair



Air Force Representative



PADEP Representative



US EPA Representative