

**Restoration Advisory Board Meeting
Former Atlas D Missile Site 4
June 7, 2011**

Purpose: A Restoration Advisory Board (RAB) meeting was conducted on June 7, 2011, at Laramie County Community College (room SC 121), for the purpose of summarizing the RAB formation and charter, work completed to date, and proposed future work regarding the Atlas D Missile Site 4, located near Cheyenne, Wyoming. Meeting participants included representatives from the RAB committee, US Army Corps of Engineers, Omaha District (USACE), Wyoming Department of Environmental Quality (WDEQ), City of Cheyenne and Cheyenne Board of Public Utilities (CBOPU), Laramie County, US Environmental Protection Agency (EPA), local citizens, Versar, Inc. (Versar), and RMC Consultants, Inc. (RMC). The agenda and slide presentation for the meeting is presented as Attachment 1. A detailed list of participants is offered below with an attendance sign in sheet provided as Attachment 2.

Meeting Participants

Jeffery Skog – USACE Omaha District RAB Co-Chairperson

3 Representatives from the State of Wyoming Department of Environmental Quality

2 Representatives from the U.S. Environmental Protection Agency Region 8

2 Representatives from USACE Technical Team

2 Representatives from USACE Omaha District Consultants

11 of 17 RAB Community Members

11 Representatives from the General Public

Meeting Commencement

The USACE RAB Co-Chair, Mr. Jeffery Skog, initiated the meeting at 18:15 (6:15 pm) with participant and RAB member introductions. The meeting agenda was presented following introductions. The meeting minutes from the May 3, 2011, RAB meeting regarding the board formation were reviewed and accepted. A summary of the RAB mission and charter was presented. It was noted that revisions to the purpose and mission of the RAB are in progress.

Summary of Site Work Conducted To Date

Following the meeting commencement, a summary of work conducted to date regarding Atlas D Missile Site 4 was presented. The presentation covered the following key topics:

1. **Introduction** – A summary of topics to be covered was presented.
2. **Site Location** – The location of Site 4 was presented to the RAB members and a brief summary of historic land ownership and disposition and current ownership was provided (David Groy, RMC).
3. **Trichloroethylene (TCE) Use at Missile Site 4** – Mr. Jim Widlar, a former Missilier, presented a history of Site 4 operations and use of TCE following dual propellant loading. Mr. Widlar stated that general Dual Propellant Loading (DPL) exercises were scheduled to be performed on each rocket at 6-month intervals. Approximately 12,000 gallons of rocket propellant was used for the exercise and pumped back into the fuel tanks. Approximately 19,000 gallons of liquid oxygen (LOX) was used, and then TCE flushed the 5 fuel lines while the missile was in a horizontal position. The crew used cheesecloth with TCE on it to wipe out the tank. Mr. Widlar also clarified that no USTs were on site, as presented in the briefing by Mr. Groy.

4. **History of Work Performed** – A summary of work completed to date was presented. Principal topics covered in the discussions included initial investigative work performed from 1993 through 2005; a summary of the Remedial Investigation performed from January 2005 through May 2006; key points from a 2006 remedial action technical memorandum; a summary of the 2007 and 2008 supplemental investigations; a synopsis of the 2009 focused feasibility study; the time critical response action (TCRA) completed to date; and an overview of the long-term monitoring program and how it's expanded over the years. (Groy). The TCRA constructed at the Sherard Plant is ~95-99% complete and will begin start-up testing soon.

During presentation of the above information, various meeting participants asked questions about the past work efforts and site conditions. Questions such as: "Are all the previous reports available on the Atlas 4 website?" "Is the amount of TCE present in the subsurface known?" "Is TCE heavier than water?" "What is the groundwater flow velocity?" and "What is the depth to groundwater in the intercept area?" Each question was discussed and answered accordingly by the USACE and their support contractors. One member of the public who lives west of the missile site expressed concern about contamination present at his neighbors and his children's school. A Laramie County Health Department representative indicated this is related to a nitrates problem and not TCE.

Presentation slides presented to the RAB members are provided in Attachment 1. Following the summary of work completed to date, a discussion of the upcoming future work was presented by David Feiertag (Versar).

Future Work

Planned future work was presented to the RAB members. Key discussion areas included:

1. **Work Plans** – RAB members were informed that work plans for future work are near completion.
2. **Cultural Resources Investigations** – It was stated that this study is underway and will likely be completed by early July.
3. **Intercept Area Test Well Installation and Hydrophysics** – RAB members were briefed on the placement of proposed intercept monitoring wells and one intercept extraction well. It was explained that the intercept area was moved east of the railroad tracks to minimize potential logistical concerns down the road. It was also stated that drilling and well construction will likely begin in early July.
4. **Aquifer Test Study** – A statement was made indicating that this study is planned for early fall, following installation of the wells, and will determine aquifer properties in the intercept area.
5. **Water Infiltration Study** – It was explained that water infiltration galleries will be constructed to assess the ability of the surficial soils to allow extracted water to re-enter the subsurface.
6. **Groundwater Modeling** – Members of the RAB were briefed that after conclusion of the field studies, a groundwater model will be developed to assess the likelihood of capturing the plume in the intercept area and optimizing the location and number of wells needed to implement this remedial alternative should it prove effective.
7. **Ninety-Day SVE Pilot Study and Rebound Testing** – A summary of the planned 90 day SVE pilot study was performed.
8. **Reporting** – RAB members were informed that a preliminary report summarizing the results from future work tasks described above will be prepared and should be ready by January 2012, with the exception of the groundwater model.

During presentation of the above topics, questions and considerable discussion occurred between meeting participants. In particular, considerable discussion regarding the infiltration study was examined. Meeting

**Restoration Advisory Board Meeting
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June 7, 2011**

participants were not confident that groundwater, once extracted and allowed to re-enter the subsurface via infiltration galleries, could be definitively shown to reach the original groundwater table within the confines of the site. Mr. Bud Spillman with CBOPU relayed his experience with past infiltration studies. Mr. Spillman stated that previous studies conducted by the CBOPU in the region revealed some groundwater mounding when trying to use an infiltration pond, and that gravity fed injection wells were more effective. He further stated that mounding is likely site specific due to silt or clay lenses encountered.

One RAB member questioned why the SVE was being conducted at Launch and Service Building No. 2. It was explained that the SVE study is planned for this location due to the occurrence of high TCE concentrations in groundwater at this location.

The USACE team stated that the studies being conducted are not designed for implementing a final remedial alternative. The purposes of the studies are to advance potential remedial alternatives identified in the feasibility study and are only part of the long-term objective of addressing the groundwater plume and achieving the remedial action goals. Specifically, further study and design will be required based on the findings of planned 2011 work.

Closing Statements

Following the presentation and discussion on future work, closing statements were made. The following principal discussions were noted in closing:

- One meeting participant suggested that it would be helpful to present the entire CERCLA process and timeline, and show members where Atlas Site 4 stands in the process. The comment was noted and the action item added to the agenda for the next meeting.
- Discussion regarding scheduling of the next meeting was conducted. It was decided that the next meeting would tentatively occur in January 2012, following the field work and compilation of data. As this date draws near, e-mail can be used to determine the best date based upon status of preliminary field data.
- The RAB meeting location was discussed. RAB members expressed a desire to hold future meetings in the new library because of their familiarity with its location.

The meeting was adjourned at 21:18 (9:18 pm).

SUPPLEMENTAL INFORMATION
ATTACHMENT: MEETING PRESENTATION SLIDES



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Former Atlas 'D' Missile Site 4 Laramie County, Wyoming

Restoration Advisory Board Meeting

June 7, 2011



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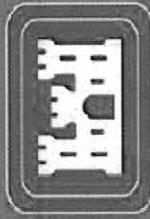


Agenda

- Welcome and Introductions
- Purpose
- Formation of RAB
 - Election of RAB members
 - Establish RAB Charter
 - Meeting with RAB members
- Summary of Site Work Conducted to Date
- Summary of Upcoming Site Work
- Closing Remarks – Establish next RAB meeting agenda
 - Handouts available, meeting minutes, Fact Sheets
 - Additional project information located at www.atlassite4.com



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Introductions

Organization:

- USACE / Co-Chairperson
- Community / Co-Chairperson
- WDEQ / Project Manager
- EPA / Project Manager
- / Community Involvement
- CBOPU / Water Plant Manager
- / Wellfield Manager
- Cheyenne / Public Works
- / Planning
- Laramie County / Public Health
- / Alternate

RAB member:

- Jeffery A. Skog
- Tom Zachary
- Jane Francis
- David Rathke
- Peggy Linn
- Bud Spillman
- Victor Spencer
- Doug Vetter
- Jim R. Flesher
- Gary Hickman
- Roy Kroeger



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Introductions (continued)



Organization:

- Wyoming SEO / Well Registration
- Wyoming WDC / Project Manager
- Community Member
- Community Member
- Community Member
- Community Member
- Community Member
- Community Member
- Community Member
- Community Member
- Community Member
- Community Member
- Community Member

RAB member:

- Jeremy Manley
- Kevin Boyce
- Louise Waters
- Roger Shaffer
- Charles Harnish
- Al Young
- Mark Eisele
- Phil Pucel
- Robert Pirrie
- Patrick Hand
- Rex Dolan
- George Halyak



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Purpose

- **MISSION:** To establish and maintain a forum with all stakeholders for the exchange of information in an open and interactive dialogue concerning the Atlas Missile Site 4 restoration.
- **OBJECTIVES:**
 - Facilitate communication and coordination;
 - Provide an opportunity for members to comment on actions and proposed actions;
 - Facilitate regulatory and public participation;
 - Provide training as appropriate for understanding the remedial technologies utilized in proposed actions.



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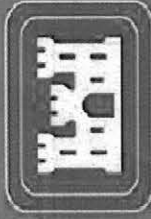


RAB Charter

- Members held a RAB formational meeting on May 3, 2011
 - Trained on RAB rules and process
 - Received Site information
 - Elected Community RAB Co-Chairperson
 - Developed RAB Charter
- Charter must follow DoD RAB Rule, 2006 (32 CFR, Part 202)
 - Established ideal number of RAB members, term limits, voting requirements, co-chair
 - Detailed membership procedures/responsibilities



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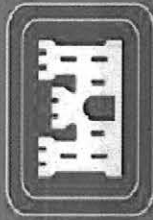
Summary of Work Completed and Future Work

Former Atlas "D" Missile Site 4 Laramie County, Wyoming

June 2011



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Presentation Summary

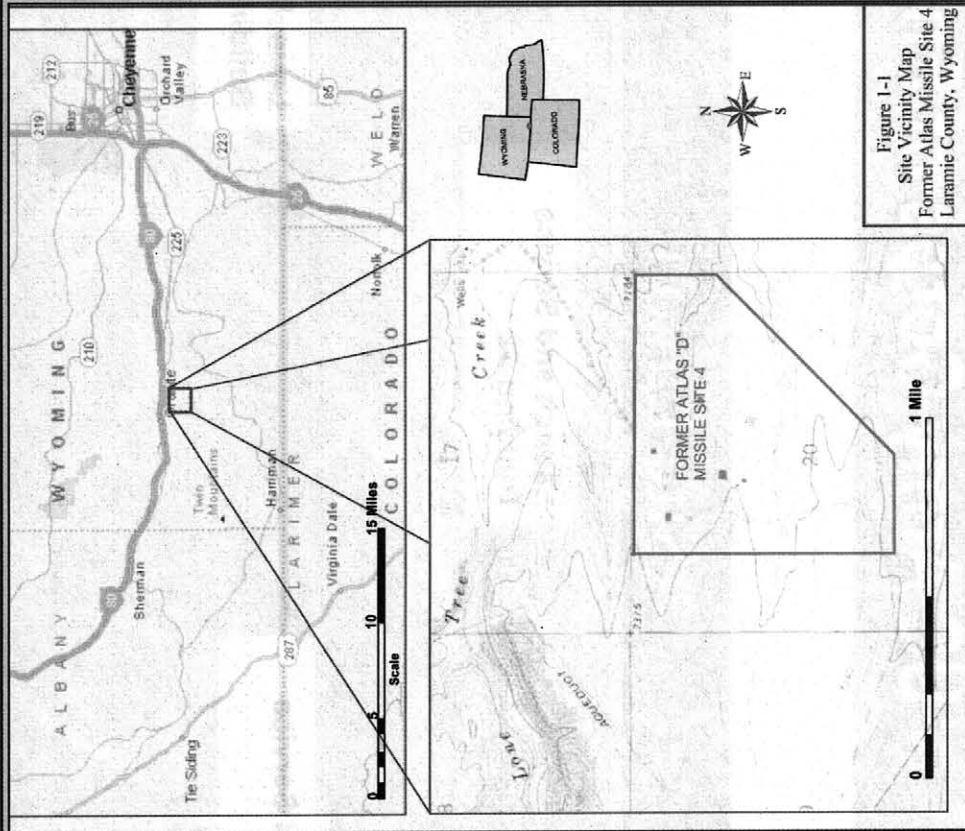
- ★ Introduction
- ★ Site Location
- ★ Trichlorethylene (TCE) Use at Missile Site 4
- ★ History of Work Performed
- ★ Future Work
- ★ Summary



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Site Location



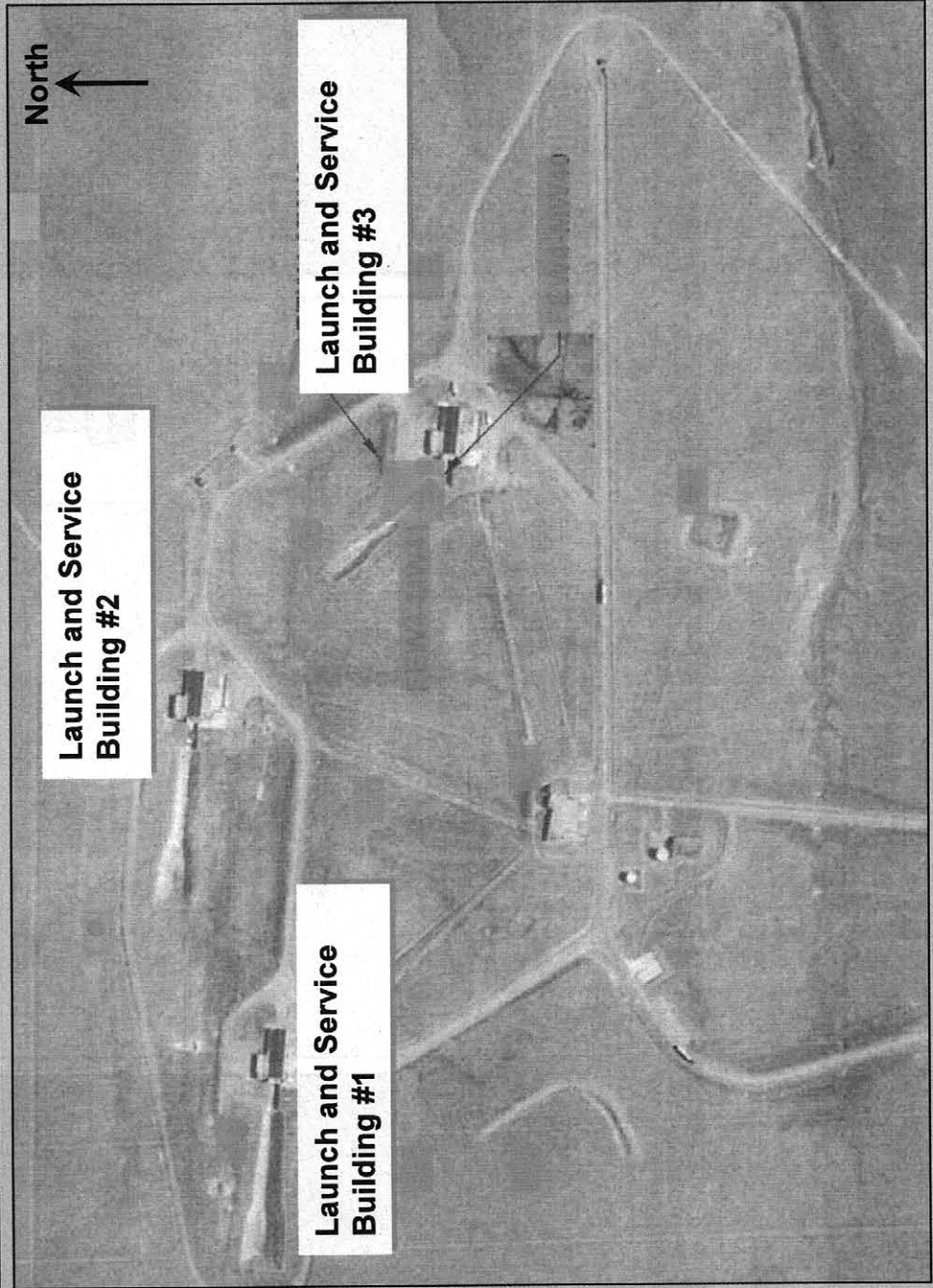
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Site Layout



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TCE Use At Missile Site 4

★ Mr. Jim Widler

- ◆ Former Air Force Atlas-D Missile Mechanic assigned to the 389th MMS in Launch Maintenance at FE Warren AFB, WY from 1961 to 1964.
- ◆ Primary duty was to provide periodic maintenance for the six Atlas-D missiles at Site 1 and three Atlas-D missiles at Site 4.





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TCE Use At Missile Site 4

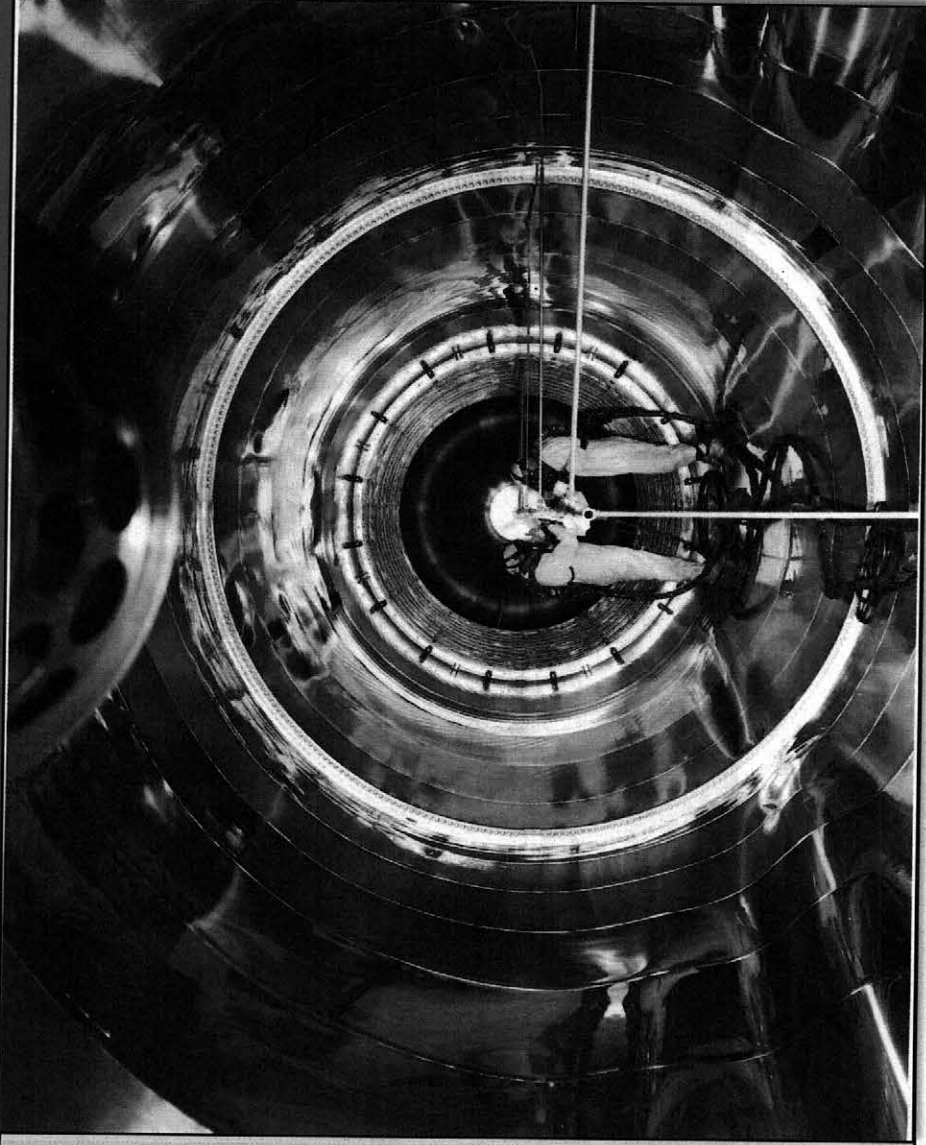
- ★ TCE usage
 - ◆ Booster, Sustainer, & Vernier Engine flush/purge after a Dual Propellant Loading (DPL).
 - ◆ Cleaning solvent for missile components including missile Liquid Oxygen (LOX) tank
 - ◆ Cleaning solvent at Launch and Service Building (LSB)
 - ◆ Warning “Avoid breathing vapors & contact with painted surfaces”.



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TCE Use At Missile Site 4



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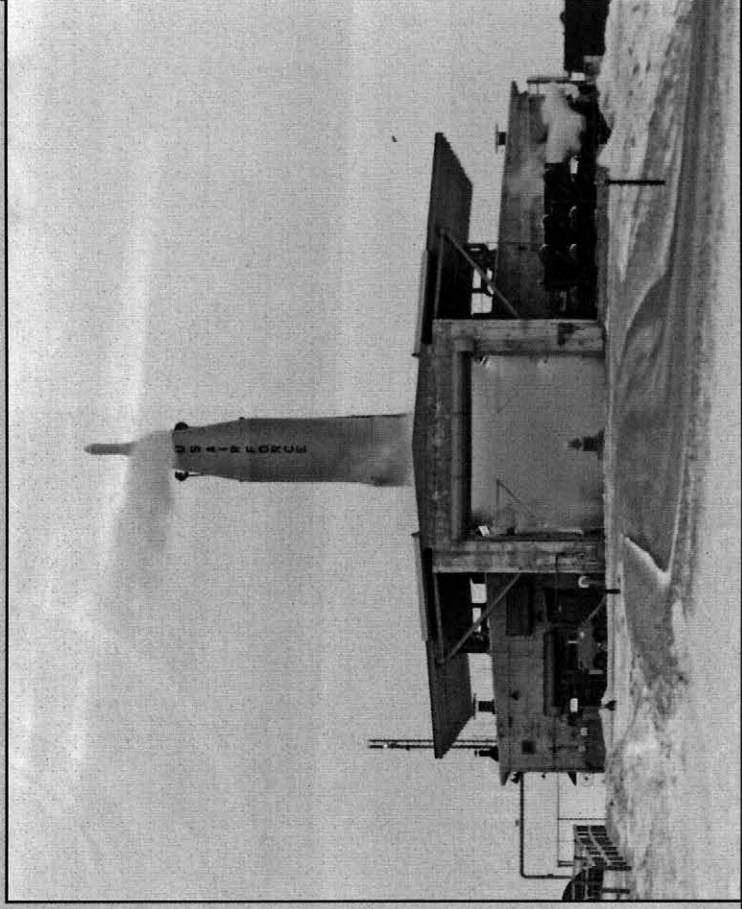
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TCE Use At Missile Site 4

★ Dual Propellant Loading (DPL):

- ◆ A DPL was a simulated launch that included the missile being loaded with LOX and RP-1 to ensure readiness of the missile, personal and LSB.
- ◆ The DPL procedure was scheduled to be performed at each LSB every 180 days.





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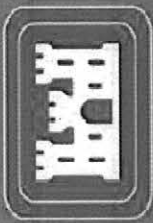


TCE Use At Missile Site 4

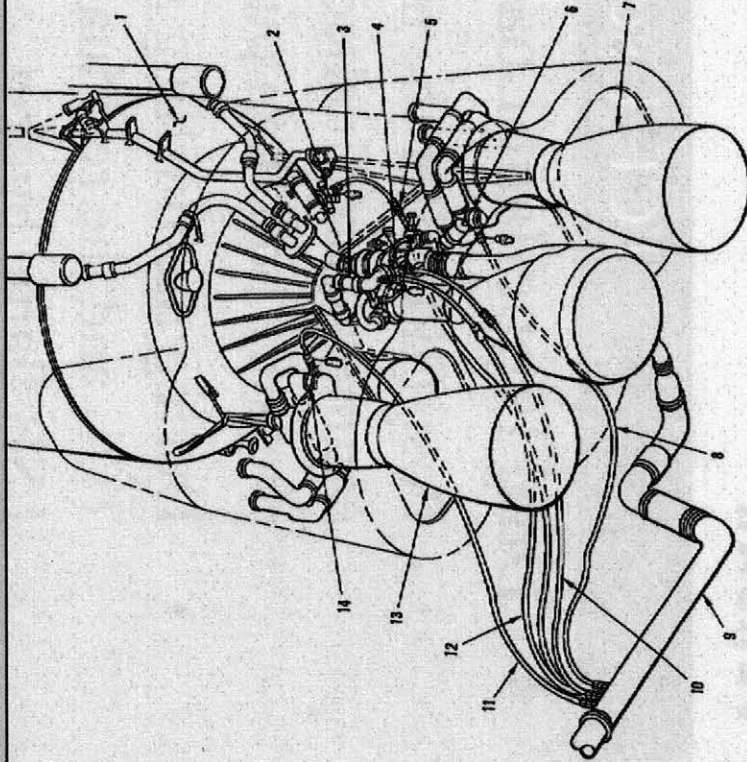
- ★ Dual Propellant Loading (continued):
 - ◆ Post-DPL after the missile was defueled and vertical. The engines were flushed with heated TCE delivered under pressure and then purged with gaseous nitrogen.
 - ◆ During the flushing sequence TCE was used on each engine. TCE and the residual RP-1 fuel were then drained into the LSB flame bucket.
 - ◆ After the missile was lowered to the horizontal position, the flame bucket was rinsed out using an onsite fire hose.



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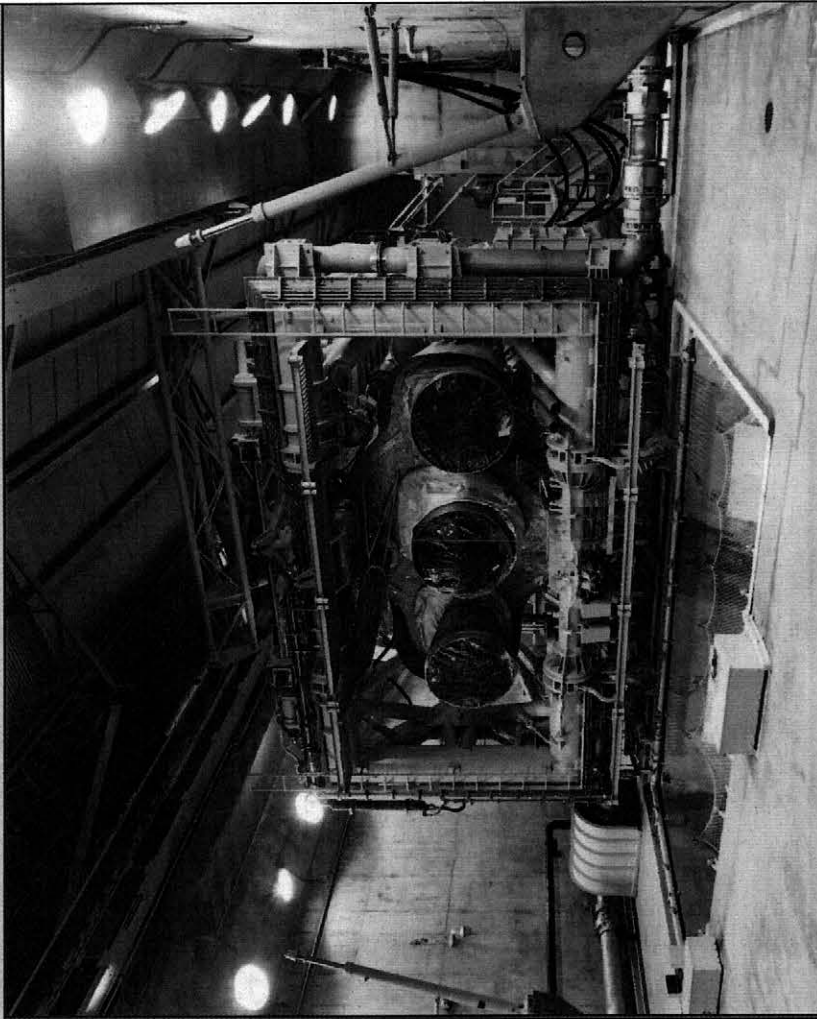


TCE Use At Missile Site 4



TI-32, 9-7

Figure 5-6. Vertical Missile Residual Fuel Drainage





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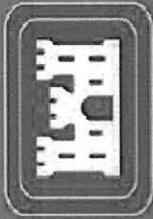
TCE Use At Missile Site 4

★ Summary:

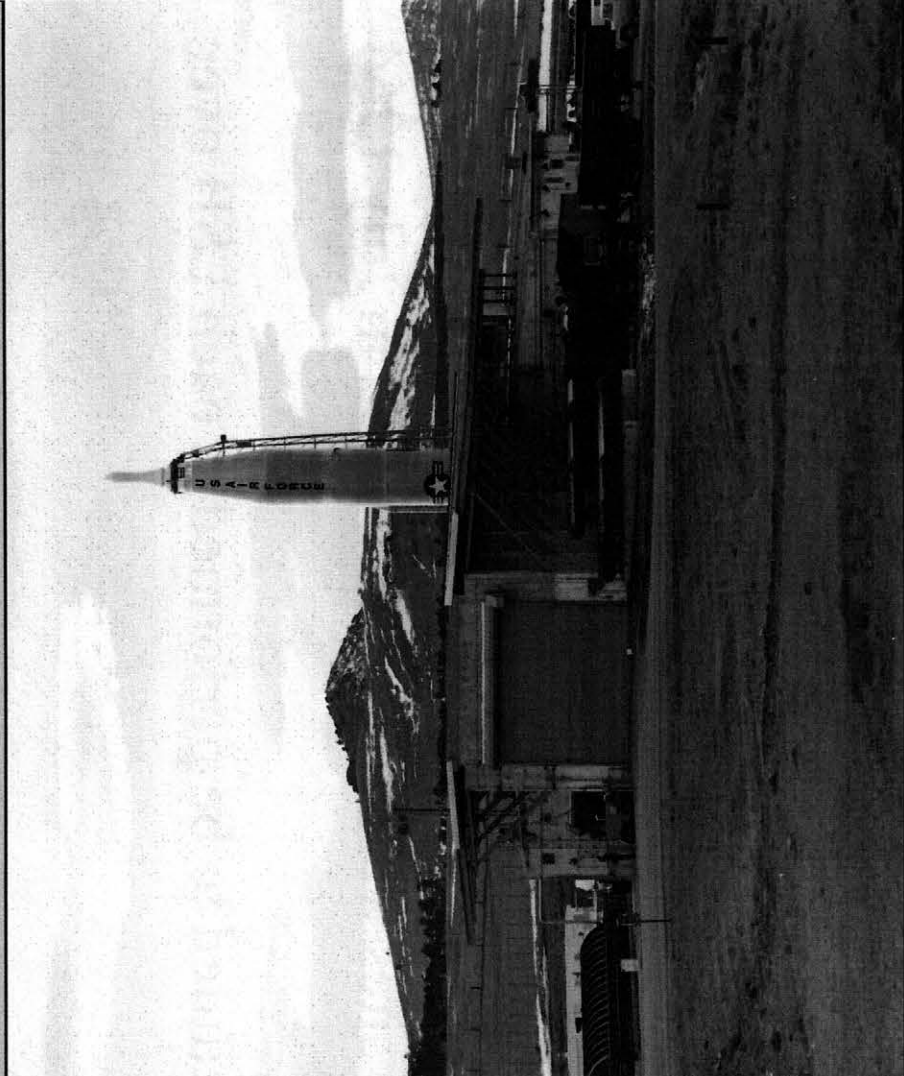
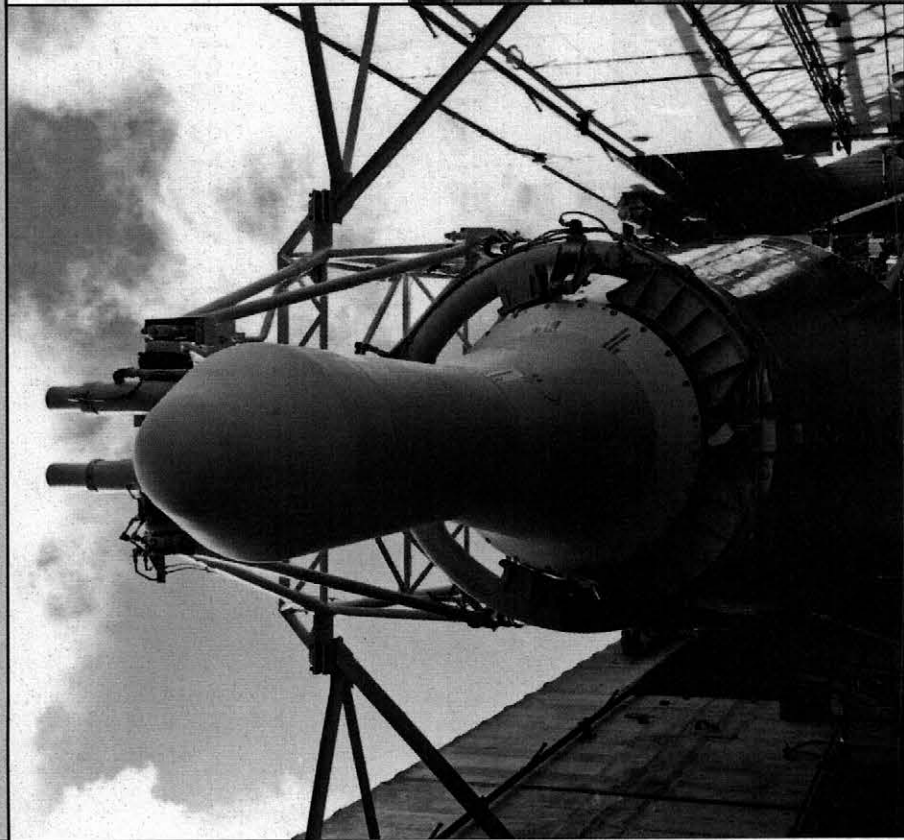
- ♦ Delivery of missiles to the 565th SMS at F.E. Warren started in March 1960 & the sites were than deactivated in July 1964 four years later.
- ♦ Eight DPL were scheduled to be performed at each LSB over the four year period.



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TCE Use At Missile Site 4



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Initial Investigative Work

- ★ Primary work scope:
 - ◆ Underground Storage Tank (UST) removal action (1993)
 - ◆ Preliminary Assessment / Site Inspection (PA/SI) (2002)
 - ◆ Expanded Site Inspection (2002 – 2003)
 - ◆ Interim Response Action (2002 – 2003)
 - ◆ Expanded Site Inspection Addendum (2003 – 2005)
- ★ Performance period:
 - ◆ 1993 – 2005



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Remedial Investigation

★ Primary work scope:

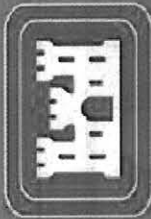
- ♦ Advancing two soil boring with soil sampling and analyses.
- ♦ Installing 20 new groundwater monitoring wells.
- ♦ Sampling 36 groundwater monitoring wells.
- ♦ Evaluating chemicals of potential concern and assessing contaminant migration.
- ♦ Performing a baseline human health risk assessment and screening level ecological risk assessment
- ♦ Comprehensive reporting

★ Performance period:

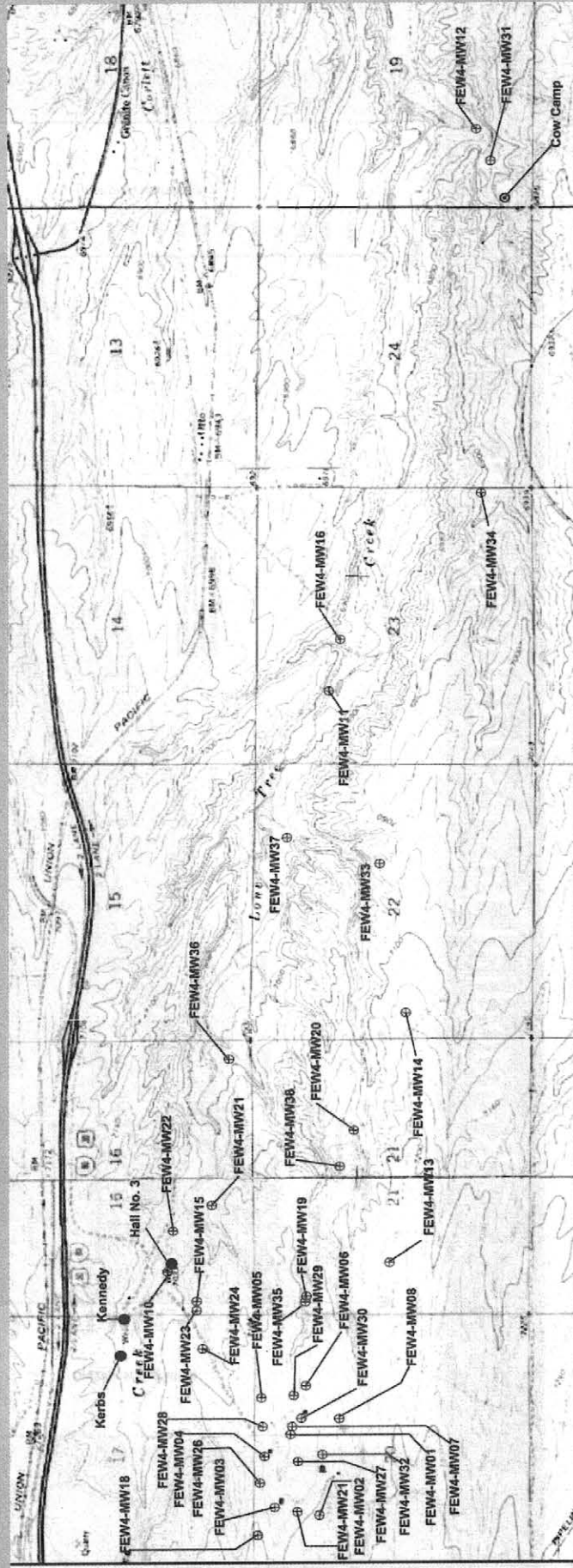
- ♦ January 2005 through May 2006



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Remedial Investigation cont.



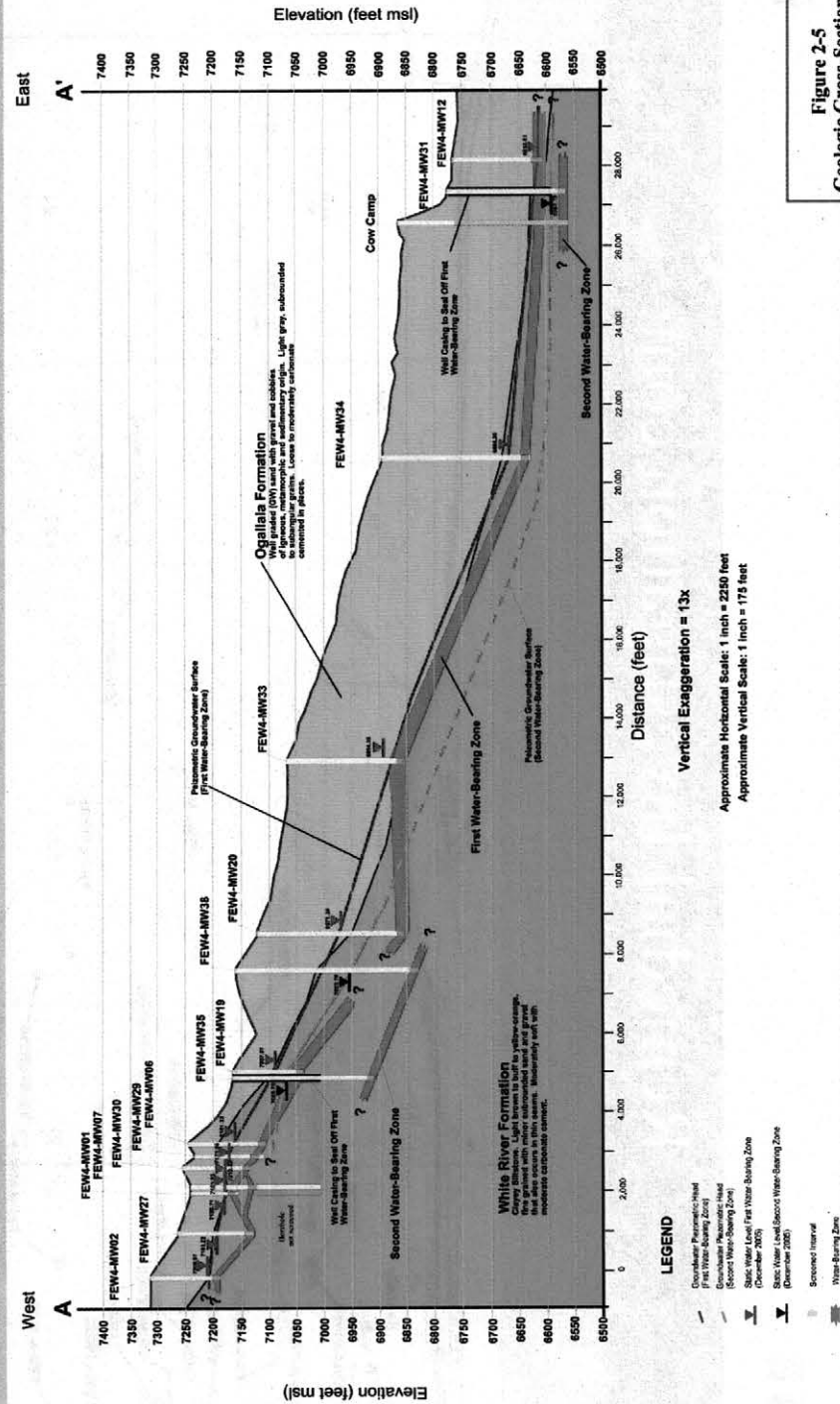
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Remedial Investigation cont.



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2006 Remedial Action Technical Memorandum

- ★ Primary work scope:
 - ◆ Re-assess the site conceptual model.
 - ◆ Develop preliminary remedial alternatives.
- ★ Performance period:
 - ◆ January 2006 through June 2006.



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2007 Supplemental Investigation

- ★ Primary work scope:
 - ◆ Completing 4 (MW39 – MW42) wells to:
 - ✓ Assess vertical contaminant extent and geophysical anomaly
 - ✓ Perform SVE pilot test (MW41)
 - ✓ Perform aquifer test well (MW42)
- ★ Performance period:
 - ◆ March 2007 through February 2008



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2007 Supplemental Investigation

Typical core recovery
from Ogallala
Formation



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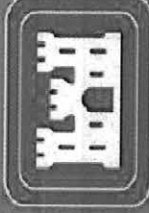
2007 Supplemental Investigation

Typical core sections
from White River
Formation

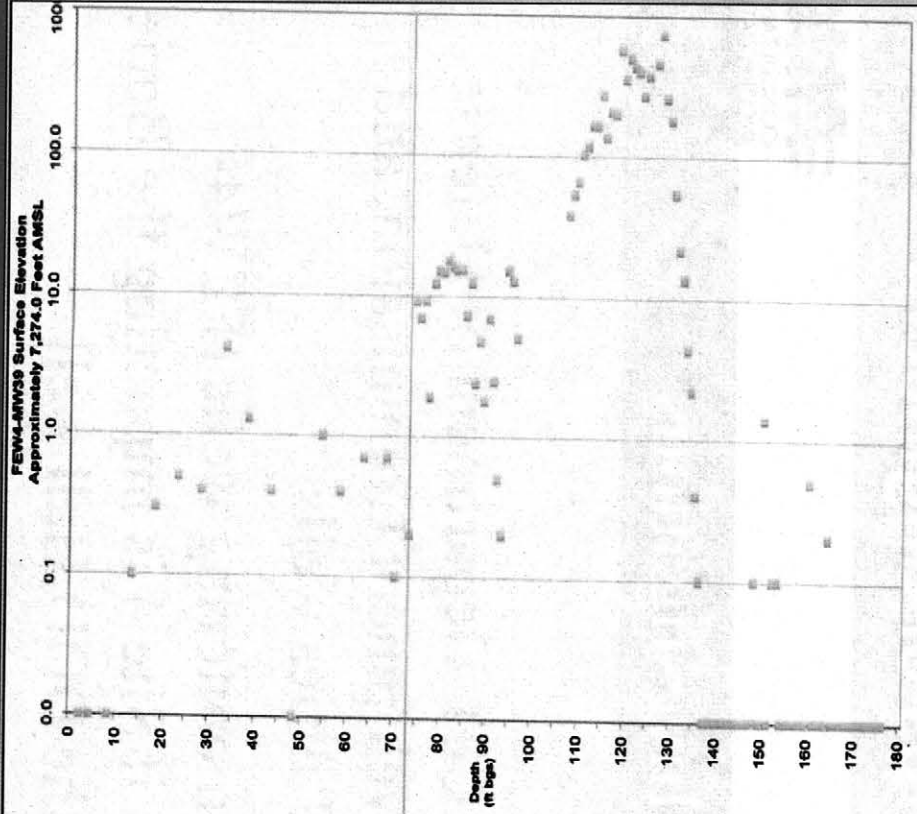
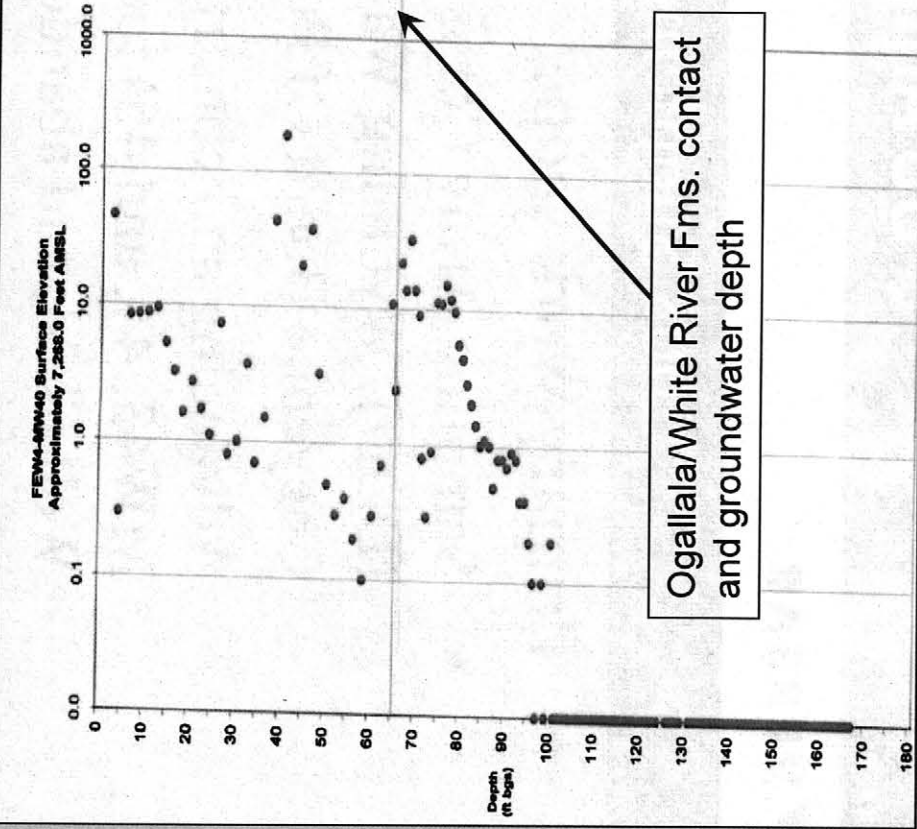




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2007 Supplemental Investigation (TCE soil profiles)





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2008 Supplemental Investigations

★ Primary work scope:

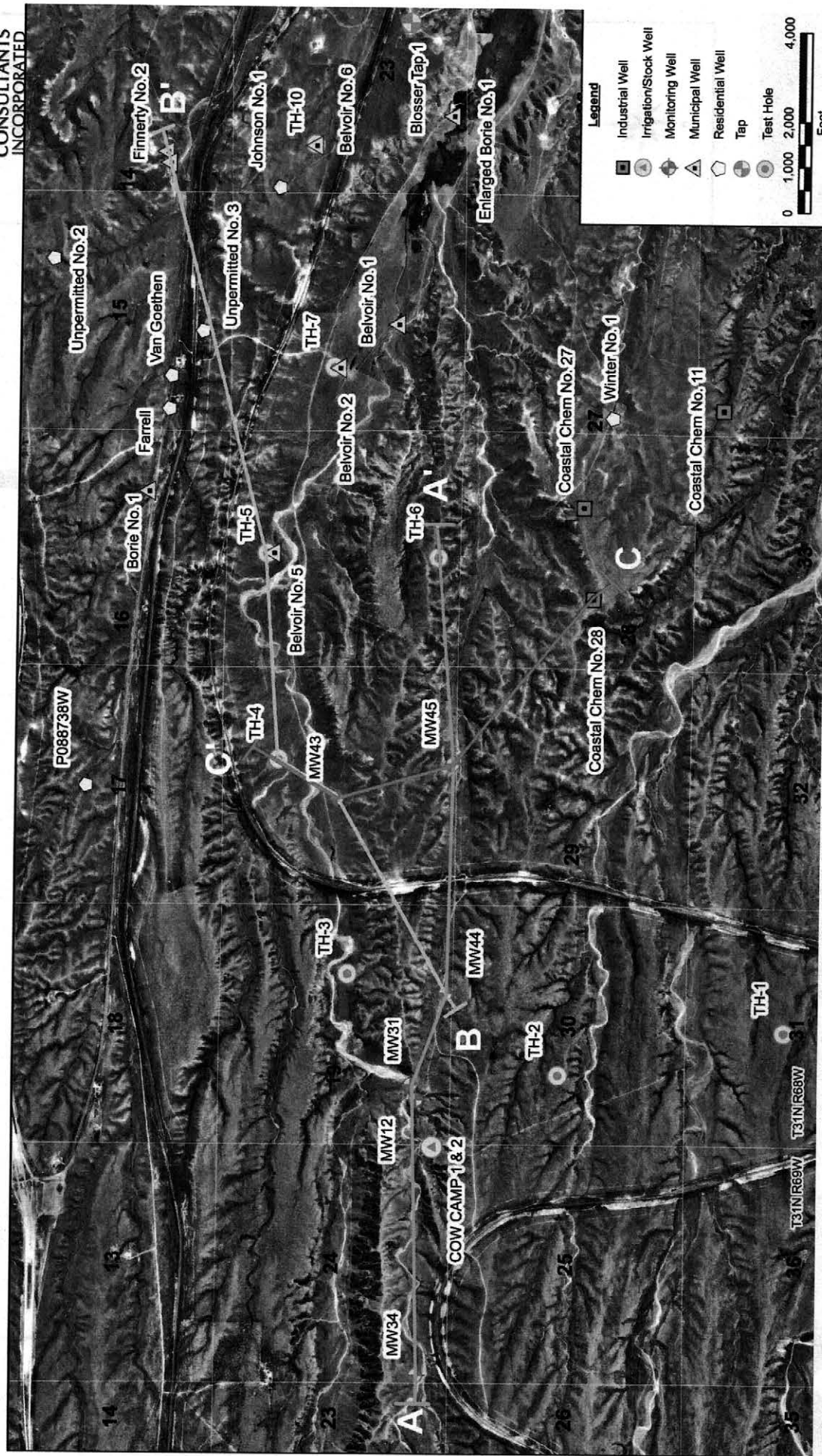
- ◆ Sampling Army Corps (USACE), Department of Defense (DOD), Wyoming Water Development Commission, and Cheyenne Board Of Public Utilities wells.
- ◆ Advancing and constructing monitoring wells (FEW4-MW43, 44, and 45) to assess if Site 4 is impacting the Borie Well Field, and abandoning the DOD Hall well.
- ◆ Evaluating the potential extent and magnitude of TCE in the vadose zone on-site at Site 4.

★ Performance period:

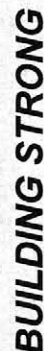
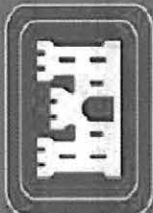
- ◆ April 2008 through March 2009



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2008 Supplemental Investigations cont.



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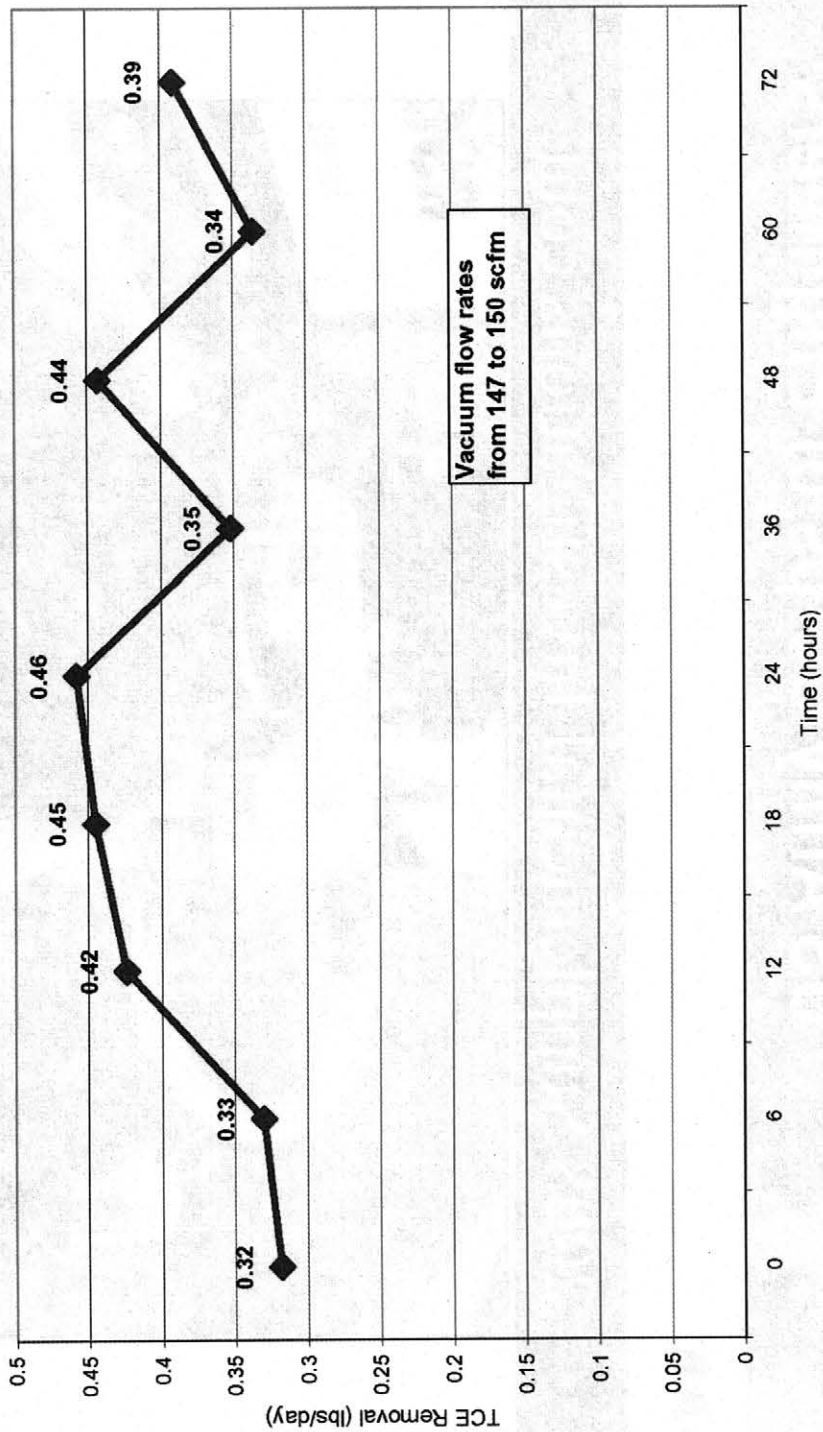


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2008 Supplemental Investigations cont.

Building 2 SVE Pilot Test
TCE Mass Removal Rates



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2009 Focused Feasibility Study

- ★ Primary work scope:
 - ◆ Screening of remedial technologies.
 - ◆ Developed 5 principal remedial alternatives that were evaluated based on effectiveness, implementability, and cost.
- ★ Performance period:
 - ◆ February 2008 through November 2009

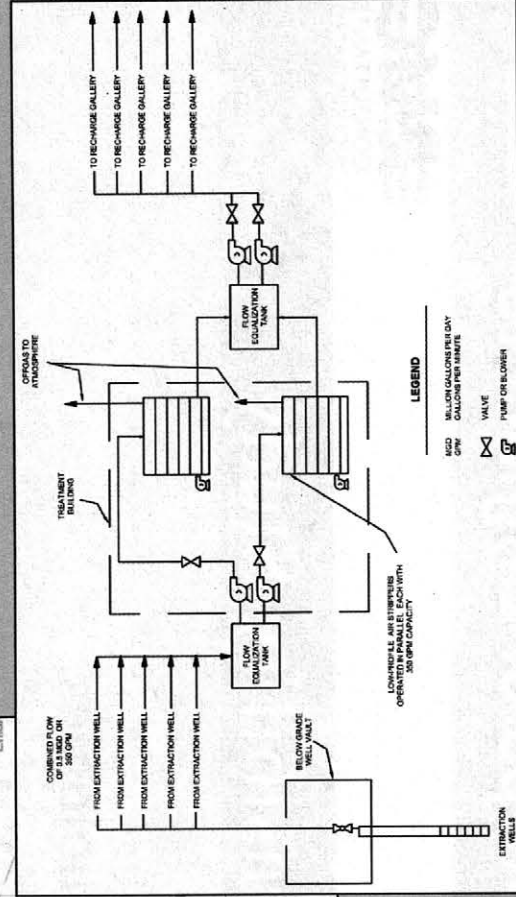
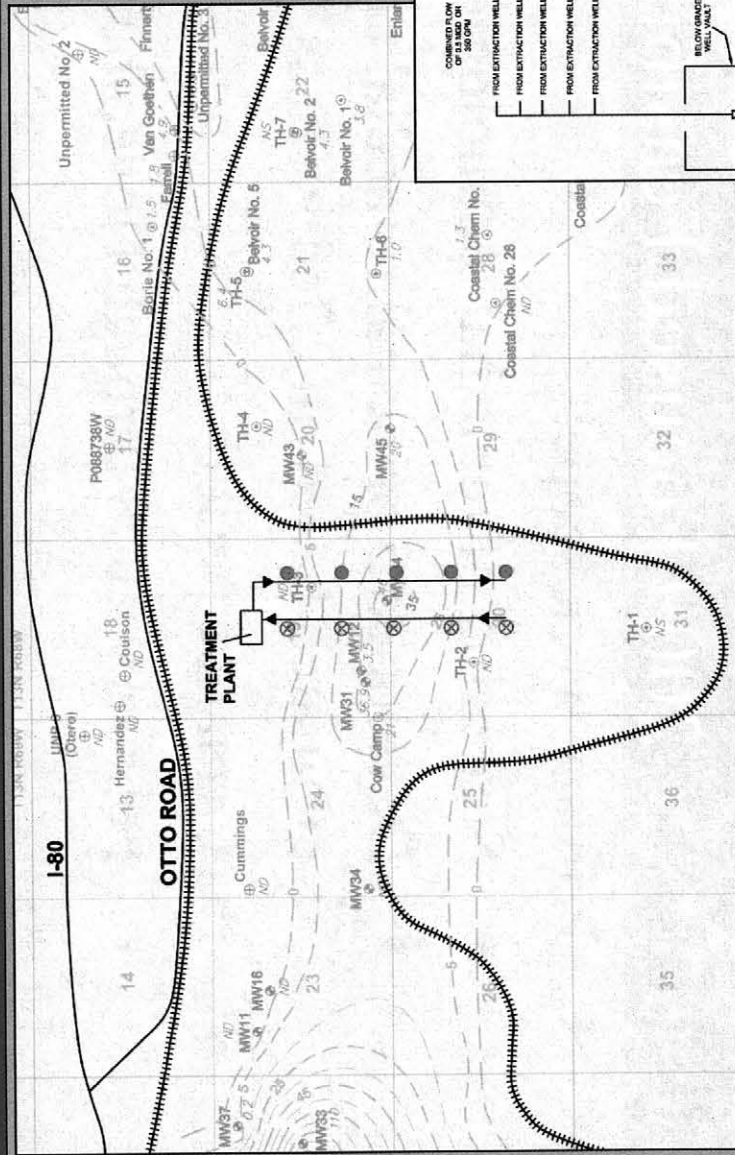


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2009 Focused Feasibility Study

Alternative 4 – Conceptual Intercept System



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Time Critical Response Actions

- ★ Primary work scope:
 - ◆ Design and install Granular Activated Carbon (GAC) treatment systems at two residential homes along Otto Road (2009)
 - ◆ Design and install a large GAC treatment system at the Finnerty Well #2 (2009)
 - ◆ Contract award for design, install, and operation of air stripping apparatus at the Sherard WTP (2011)
- ★ Performance period:
 - ◆ January 2009 through December 2011



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2009 Time Critical Response Actions



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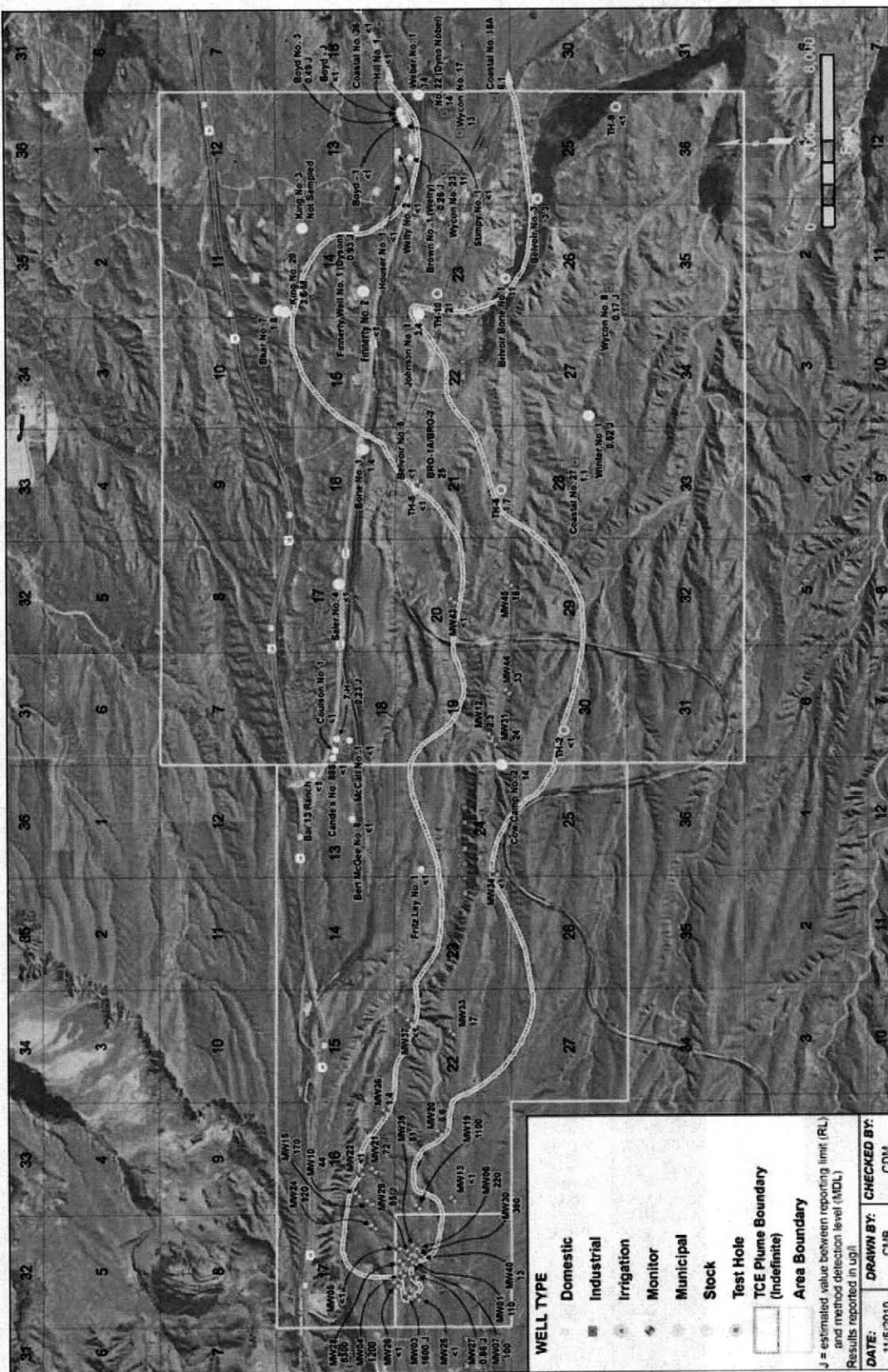


Long-Term Monitoring

- ★ Primary work scope:
 - ◆ 2002: Sampling of 8 Site 4 wells
 - ◆ 2003: Sampling of 16 site wells in the spring and fall
 - ◆ 2005: Sampling of 35 site wells and quarterly sampling of residential wells along Otto Rd.
 - ◆ 2007: Sampling of 35 wells in the spring
 - ◆ 2008: Sampling of 39 wells in the spring and 8 wells in the fall
 - ◆ 2010 -- 2011: Semi-annual sampling of 72 wells (including residential, stock, industrial, and production wells)
- ★ Performance period:
 - ◆ 2002 through 2011 and beyond....



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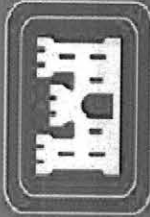


Future Work

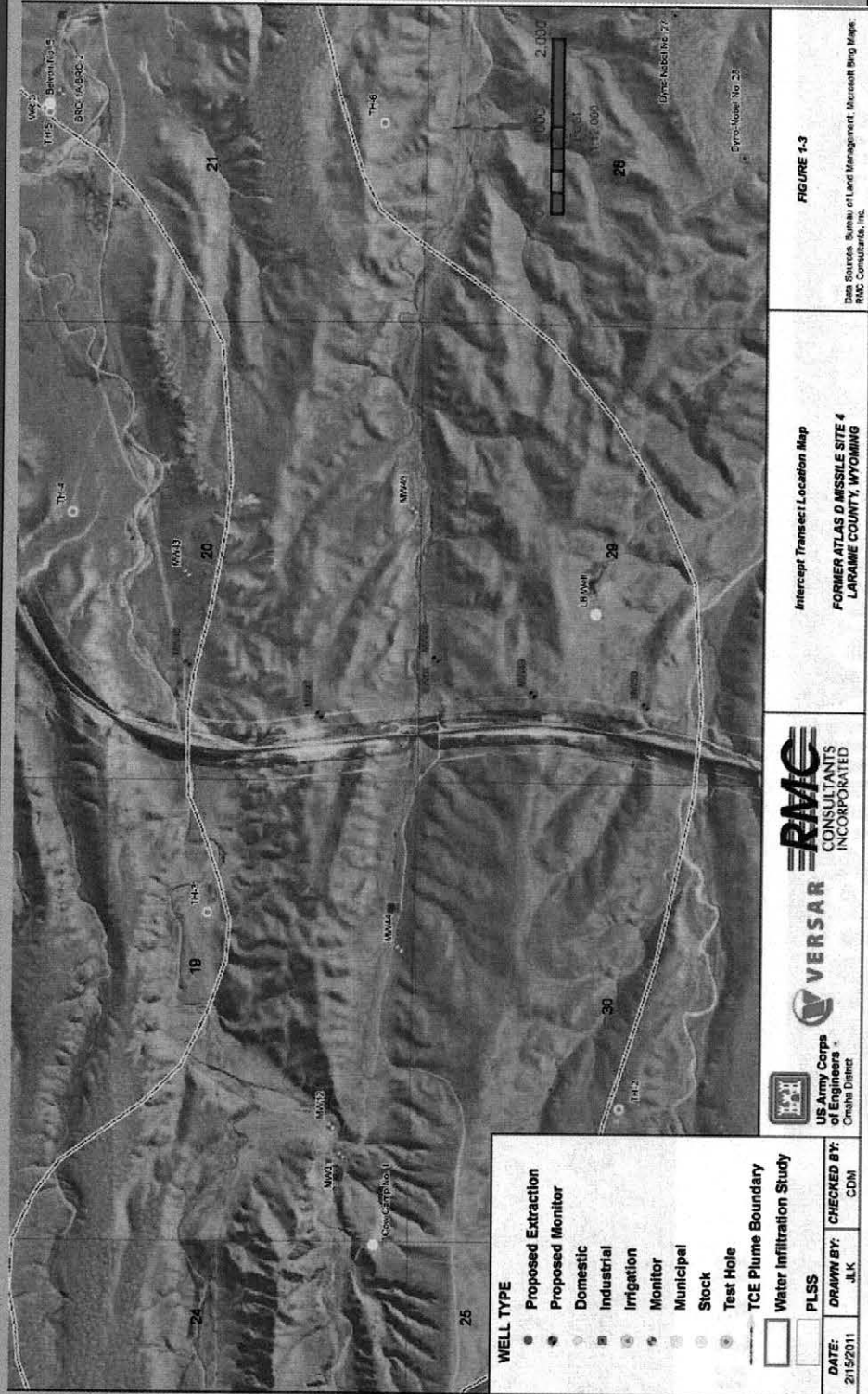
- ★ Pre-Design Characterization Studies:
 - ◆ Work Plans
 - ◆ Cultural Resources Investigations
 - ◆ Intercept Area Test Well Installation and Hydrophysics
 - ◆ Aquifer Test Study
 - ◆ Water Infiltration Study
 - ◆ Groundwater Modeling
 - ◆ Ninety-day SVE Pilot Study and Rebound Testing
 - ◆ Reporting
- ★ Restoration Advisory Board and Public Meetings



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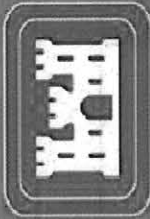
Future Work: Intercept Test Well Area



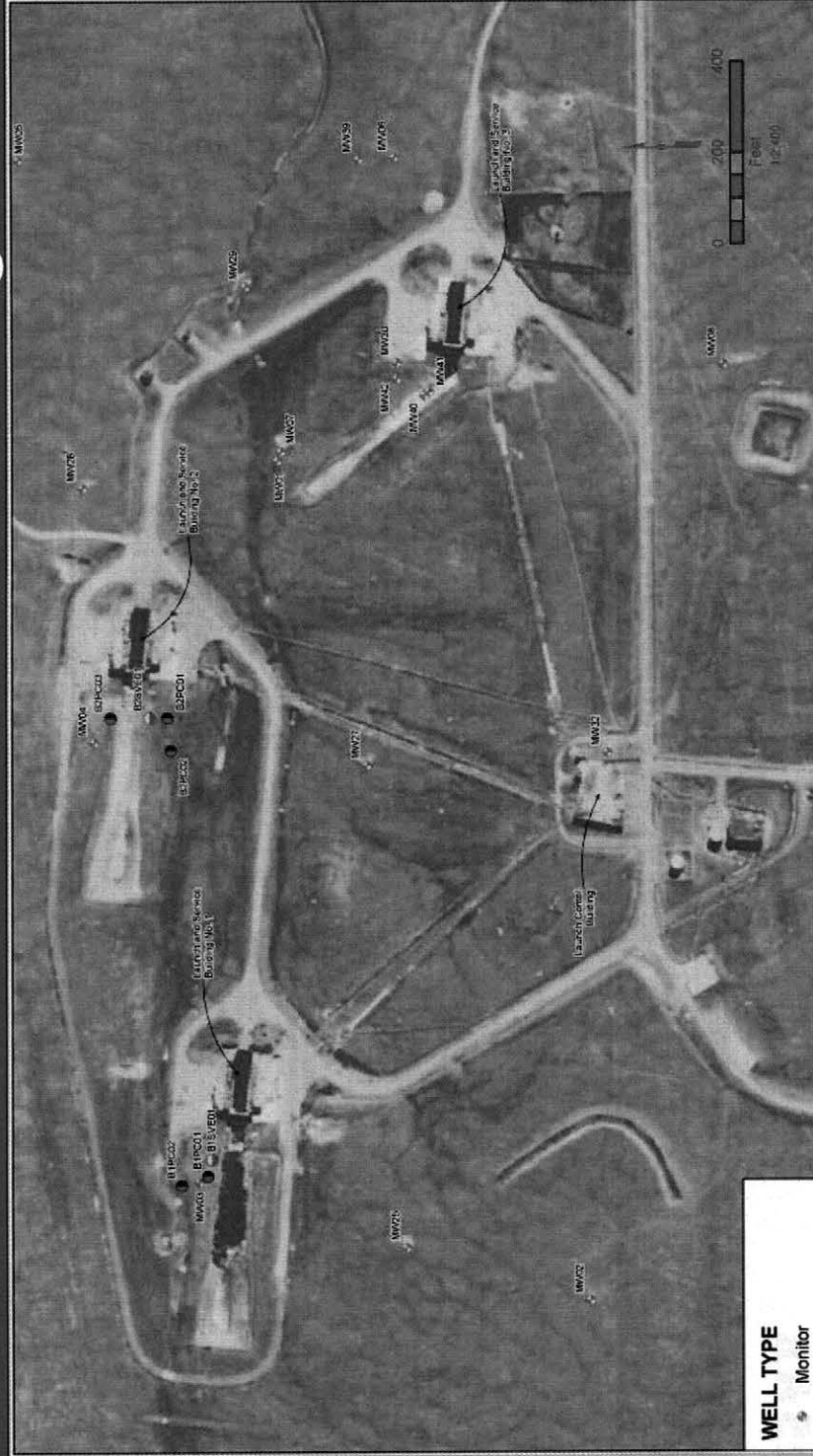
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Future Work: SVE Testing



WELL TYPE	
●	Monitor
●	Vacuum Monitoring Point
●	Soil Vapor Extraction
DATE: 2/28/2011	DRAWN BY: JLK
	CHECKED BY: CDM



Former Missile Site
Building Location Map
FORMER ATLAS D MISSILE SITE 4
LARIMER COUNTY, WYOMING

FIGURE 2-1

Data Source: Bureau of Land Management, Microsoft Bing Maps, RMC Consultants, Inc.

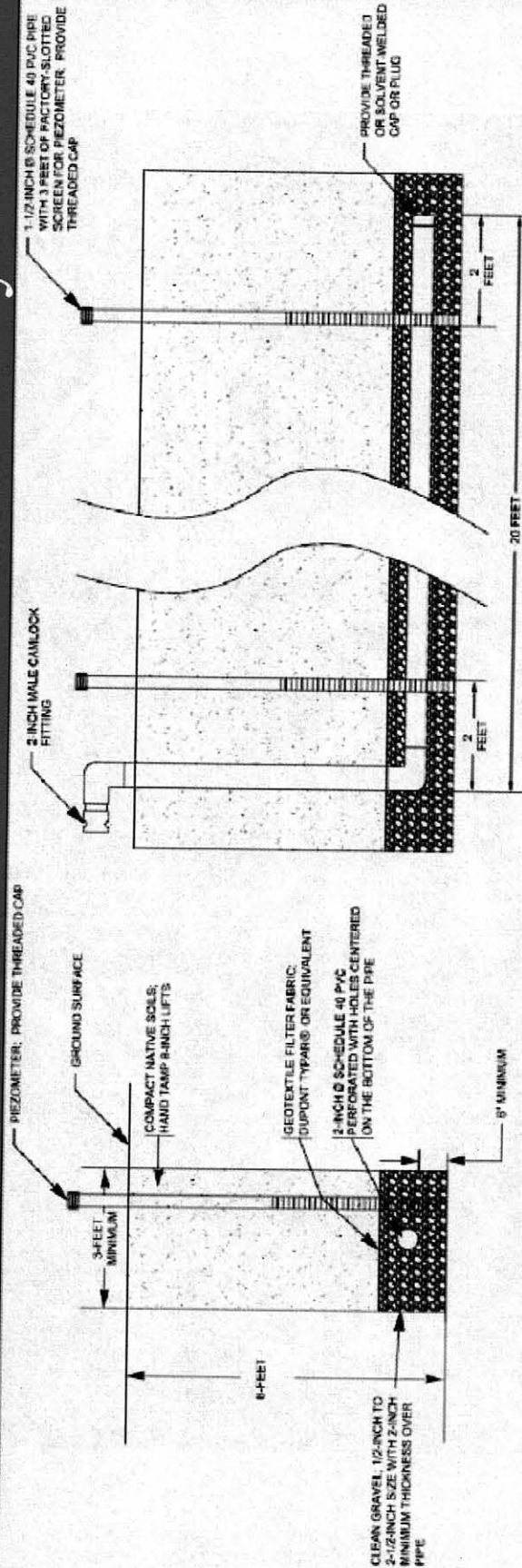
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Future Work: Infiltration Study



TRENCH CROSS SECTION
NOT TO SCALE

LONGITUDINAL TRENCH SECTION
NOT TO SCALE

GENERAL NOTES:

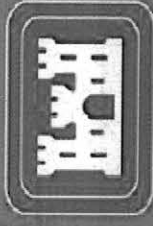
1. INSPECT PIPE FOR CUTS, SCRATCHES, GOUGES, OR SLIT END UPON DELIVERY TO SITE AND PRIOR TO INSTALLATION. DO NOT USE DAMAGED SECTIONS OF PIPE.
2. STORE AND HANDLE PIPING IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS. THE ENDS OF ALL PIPE MUST BE CAPPED OR SEALED AT ALL TIMES TO PREVENT FOREIGN MATERIALS FROM ENTERING PIPES (E.G. RABBITS).
3. TRENCH BOTTOM SHALL BE CONTINUOUS, FREE OF ROCKS, AND RELATIVELY SMOOTH.
4. FOLLOW MANUFACTURER'S RECOMMENDATIONS FOR PIPE SOLVENT CONNECTIONS AND CURE TIMES.

**PRELIMINARY AND DRAFT
NOT FOR CONSTRUCTION**

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Summary

- ★ Site 4 work has been continuous and ongoing since early 2002
- ★ 13 substantive investigation, study, or reporting programs have been initiated specifically for Site 4.
 - ◆ Multiple planning, field acquisition, and reporting work tasks have been performed with the 13 programs.
 - ◆ Many joint agency coordination / Technical Project Planning meetings organized and conducted.



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Summary (cont.)

- ★ Future work will entail extensive studies, public involvement, and remedial actions.
 - ◆ Pre-design characterization
 - ◆ Remedial design and other supporting investigations
 - ◆ RAB and public meetings
 - ◆ Remedial action
- ★ Work will continue until remedial goals are attained.



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Omaha District

ATTENDANCE LIST

PROJECT TITLE: FORMER ATLAS "D" MISSILE SITE 4, LARABIE COUNTY, WYOMING
TYPE OF CONFERENCE: RESTORATION ADVISORY BOARD MEETING
DATE: JUNE 7, 2011 TIME: 6:00 PM LOCATION: RM 121, Bldg 2, LARABIE COUNTY COMMUNITY CENTER

NAME (LAST, FIRST, MI)	POSITION	OFFICE SYMBOL	MAILING ADDRESS	TELEPHONE	E-MAIL ADDRESS
Skog, Jeffery A.	Project Manager	CENWO-PM-HA	USAED-Omaha, 1616 Capitol Ave., Suite 9000 Omaha, Nebraska 68102-4901	Phone: (402) 995-2739	jeffery.a.skog@usace.army.mil
Chytil, Jean M.	Geologist	CENWD-ED-GA	"	402-995-2364	jean.m.chytil@usace.army.mil
Francis, Jane	PM	WDEQ	Cheyenne		
WIDAR, Jim	MISSILE		Box 107 Itygiene, CO 80533	(303) 447-1000	JWIDAR@EARTHNET.VE
FEIERTAG, DAVID	PM	VERSAR	12050 N. Pecos St., Suite 300 WESTMINSTER, CO 80234	303 450 1926	DFEIERTAG@VERSAR.COM
Groy, David	PM	RMC	12995 W. 48th Ave Wheatridge, CO 80033	303.980.4101	dgrey@rmc-consultants.com
Hickman, Gary M	Director EH	CLCHD	100 Central Ave Cheyenne	307 633 4090	ghickman@lancenic.com
HARMON, Lou	DEQ	DEQ	122 W 25th Cheyenne	307 277-7098	lou.harm lou.harm@wy.gov
Stoner, Delmar	USACE - Env Eng		USACE - Omaha	402-695-2315	delmar.i.stoner@usace.army.mil
Hickman, George					
Chytil, Jean M.					
Deedee Sorenson	R.				deedeebyson@rotinaw.co
Thomas R. Zachary	Community Co-Chair		P.O. Box 20085 Cheyenne 82003	307/630-1553	WYBIO20@GESSMAN.WE
Ray Lunn, A.	CIC	EPA	Danver	303/312-6622	lunn.peggy@epa.gov
Chuck Karnaish	Hydrologist	Priv.	7612 McGowan Dr	307/638-2543	Chakarnish@brennan.net
Doug Vetter	City Eng	City of Cheyenne	2101 O'Neil Ave Cheyenne	307 638 4314	dvetter@cheyennecity.org



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ATTENDANCE LIST (continued)

NAME (LAST, FIRST, MI)	POSITION	OFFICE SYMBOL	MAILING ADDRESS	TELEPHONE	E-MAIL ADDRESS
Flasher, James	City		2101 D'Neil Ave	637-6286	JFLASH@CHEYENNECITY.ORG
Brown, Trevor	Reporter				tbrown@ksomnews.com
Bud Spillman	Board		P.O. Box 1469 82003	632-9890	
Kelly McLahl	Private		1229 Otto Rd	640-0368	
Dalana Brickard	Private		1231 Otto Rd	214-6201	
James Robert Macmillan P.O. Box 32 Cheyenne WY 82003	ANALYST		P.O. Box 32 Cheyenne WY 82003	256 3094	
Dolan, Rex	Land		6238 Yellowstone Rd 82009	635-6910	rdolan@msn.com
Rock, Shelly	Self		same		
Jestony Manley	SEO		Herschler Bldg 4E Cheyenne	777-7730	
John Wright	F.E.M.A.		1521 Elkhead D. Alley	773-4141	
David Rothke	RPM	USEPA		303 312 6016	
Russell Houser	Self		P.O. Box 325 Cheyenne WY	307 635 1078	Ru9cho@hotmail.com
Norm Soden	owner		6940 Potosi Pl. - Cheyenne	632-4492	
PAT HAND	Comm. Mon.		P.O. Box 21417 - Cheyenne	359-0121	
CRAMMER JANE	CIV		P.O. Box 371 Laramie WY	670 685-4074	
PHIL PUCEL			731 Custer Cheyenne WY	634-6684	

**MISSION STATEMENT AND OPERATING PROCEDURES FOR
THE F.E. WARREN FORMER ATLAS "D" MISSILE SITE 4
FORMERLY USED DEFENSE SITE
RESTORATION ADVISORY BOARD**

I. NAME

This organization shall be known as the F.E. Warren Former Atlas "D" Missile Site 4 (FEW-MS4) Formerly Used Defense Site (FUDS) Restoration Advisory Board (RAB). The FEW-MS4 RAB will fulfill all requirements of 10 USC Sec 2705(c) for Technical Review Committees at FUDS sites. The meetings of the RAB will be open to all members of the public with specific emphasis on community involvement.

II. MISSION

The RAB mission is to establish and maintain a forum with all stakeholders for the exchange of information in an open and interactive dialogue concerning the FEW-MS4 restoration program. The RAB will accomplish this through the following objectives.

- A. Facilitate communication and coordination among the members of the RAB in relation to response actions taken by the U.S. Army Corps of Engineers (USACE) under the Defense Environmental Restoration Program (DERP) FUDS program.
- B. Provide an opportunity for members to comment on actions and proposed actions taken by USACE under the DERP-FUDS program.
- C. Facilitate regulatory and public participation consistent with applicable laws and regulations.
- D. Provide training as appropriate and necessary for the RAB members to understand the investigation and restoration activities to be conducted as a part of this project.

III. AUTHORITY

The basis and authority for these Operating Procedures is the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (CERCLA), as amended by the Superfund Amendments and Reauthorization Act of 1986 (SARA), particularly Sections 120(a), 120(t), and 121(t) and 10 U.S.C. 2705, enacted by Section 211 of CERCLA.

As defined in **ER 200-3-1** (10 May 2004), the following excerpts are provided:

8-1.3 Restoration Advisory Boards.

8-1.3.1 USACE Project Manager (PM), with the assistance of the Public Affairs Office (PAO), will establish a RAB at FUDS properties that have sufficient and sustained public interest in the

FUDS property cleanup. The RAB should be formed as early as feasible in the response process to ensure that community members can provide meaningful input in the remedy selection. RABs complement other community involvement efforts by providing a forum for expression of diverse points of view. Public interest in establishing a RAB at FUDS properties with ongoing response actions will be reassessed every 2 years. Additional information pertaining to establishing, operating, adjourning, and disbanding a RAB is found in EP 1110-3-8.

And as defined in **EP-1110-3-8**, Public Participation Guidance:

A Restoration Advisory Board (RAB) is a forum for the discussion and exchange of information between representatives of the Department of Defense (DoD), regulators, state and local governments, tribal governments, and the affected community. RABs provide an opportunity for stakeholders to have a voice and actively participate in the review of technical documents, to review restoration progress, and to provide individual advice to decision makers regarding restoration activities at FUDS Properties and Projects.

IV. MEMBERS

A. At a minimum, the RAB shall consist of representatives from the following organizations:

- USACE
- United States Environmental Protection Agency (USEPA)
- City of Cheyenne
- Laramie County
- Wyoming Department of Environmental Quality (WDEQ)
- Cheyenne Board of Public Utilities (CBOPU)

Other members should represent the diverse interests of the community, which are not limited to but may include:

- Local residents of the surrounding area (residential area)
- Local Laramie County residents (at large)
- Elected members by RAB policy (*ex officio* members / non-voting)
- Members of local environmental interest groups

B. Members shall serve without compensation. All expenses incident to travel and review inputs shall be borne by the respective member's organization. The USACE will fund authorized civilian training and travel outside the local area.

C. When a member of the RAB resigns, that member will be replaced by a representative of the same organization. When this is not possible, nominations to replace the former member will be solicited from local or community government representatives. Members may be removed by the majority vote of the RAB. (Reasons may be for non-participation, movement out of the area, not for disagreement with the majority.)

D. New members may be added to the RAB to represent groups not currently on the RAB. Nominations will be reviewed and approved by the RAB through a selection panel process.

E. Civilian members will serve for a minimum one year term; other members (county/city) will serve by position.

V. STRUCTURE AND OPERATING PROCEDURES

A. The USACE Project Manager will serve as the USACE co-Chairperson of the RAB and will be responsible for developing the agenda. A member of the community will be selected to serve as co-Chairperson. The duty of co-Chairperson will be rotated on an annual basis. The community co-Chairperson will be elected from the ranks of the community RAB members by a majority vote of the community members. The RAB community co-Chairperson may serve more than one consecutive term, if elected by the community members.

B. Each member will submit, in writing, to the RAB co-Chairperson, the names of an alternate representative. Each member may provide technical or administrative support personnel as necessary.

C. Meetings will be held on a semi-annual basis or at the request of individual members as needed. Meetings will be held in Cheyenne or at a convenient location as agreed to by the members. Meetings will be held during normal work hours or other convenient time as agreed to by the members. At least one meeting a year will be held during non-normal work hours.

D. The FEW-MS4 co-Chairperson will be responsible for recording and disseminating meeting agendas. Members should submit agenda items to the Chairperson 30 days in advance of the scheduled meeting. Approval of prior meeting minutes will be an agenda item for each meeting.

E. The FEW-MS4 co-Chairperson will be responsible for recording and disseminating meeting minutes within thirty days of the meeting. Comments on the minutes may be provided to the co-Chairperson.

F. All administrative support for the RAB will be provided by USACE or its contractor.

G. The FEW-MS4 co-Chairperson will make relevant project documents available to the members and the public when they are released to the regulatory agencies for review. The members should submit written comments on the subject documents within the time frame specified (30-60 days). The FEW-MS4 co-Chairperson will ensure that written responses to comments are provided to the members in a timely manner. Members are responsible for assuring that comments reflect the position of their constituency.

H. Action items will be established at each RAB meeting. Responses to comments or requests for information will be provided in writing. All action items will be listed in the meeting minutes of the meeting at which they are assigned. Progress on each action item will be briefed at each RAB meeting. When an action item is closed the written response will be included.

I. PRIVACY STATEMENT: All personal information of RAB members, such as names, addresses, phone numbers and e-mail addresses will be handled with care, and will not be shared without the permission of the RAB member.

VI. EFFECTIVE DATE AND MODIFICATION

A. The effective date of this mission statement is the date of the last signature.

B. This Mission Statement may be amended by mutual consent of all members. Such amendments must be in writing and signed by all members.

VII. TERMINATION

The provisions of this Mission Statement shall be satisfied and considered complete when all members agree in writing to terminate the RAB.

IT IS SO AGREED:

[illegible]

