

MPCA Contractors' Procedural Report for Outdoor Contamination Due to Meth Lab Waste Disposal

Note: This contractors' procedural report is for documenting assessment and cleanup of outdoor contamination created by meth lab wastes. The **Minnesota Department of Health (MDH)** posts a Contractors' Procedural Report for indoor cleanup guidance on their website <http://www.health.state.mn.us/divs/eh/meth/lab/contractorreport.pdf> .

The sheets for General Site Description, Sheets A through D, and Sheet P, Final Project Report, in this document have been edited to fit outdoor assessment and cleanup work. If the property to be assessed and remediated includes structures, use Sheets A through D and Sheet P from the **MDH** Contractors' Procedural Report.

Table of Contents

General Site Description

- Sheet A: Property and Contact Identification
- Sheet B: Project Checklist
- Sheet C: Background Information
- Sheet D: Site Maps

Outdoor Assessment

- Sheet M: Wells Location and Testing
- Sheet N: Septic and Drain field Description and Testing
- Sheet O: Burn Pits, Burial and Dump Sites
- Sheet P: Final Project Report

**Outdoor Contamination Procedural Report
Sheet A: Property and Contact Identification**

MPCA Guidance Dated: **July 1, 2006** Date Investigation Started _____

<p>Property Name (if business):</p> <p>Site Street Address:</p> <p>Nearest City:</p> <p>County:</p> <p>Latitude:</p> <p>Longitude:</p> <p>Date of Lab Discovery:</p>	<p>Local Authority Overseeing Cleanup Name:</p> <p>Agency:</p> <p>Mailing Address:</p> <p>City, State, Zip:</p> <p>Telephone:</p> <p>Email:</p> <p>FAX:</p>
<p>Property Owner/Other Client Name(s):</p> <p>Mailing Address:</p> <p>City, State, Zip:</p> <p>Telephone:</p> <p>Email:</p> <p>FAX:</p>	<p>Lead Criminal Investigator Name:</p> <p>Agency:</p> <p>Mailing Address:</p> <p>City, State, Zip:</p> <p>Telephone:</p> <p>Email:</p> <p>FAX:</p>
<p>Consultant/Contractor Project Manager:</p> <p>Firm:</p> <p>Mailing Address:</p> <p>City, State, ZIP:</p> <p>Telephone of Project Manager:</p> <p>Email:</p> <p>FAX:</p>	<p>Access Arrangements Name(s):</p> <p>Mailing Address:</p> <p>City, State, Zip:</p> <p>Telephone:</p> <p>Email:</p> <p>FAX:</p>

**Outdoor Contamination Procedural Report
Sheet B: Project Checklist**

Contractor's Project Manager must circle a Y/N or complete every line.

Preliminary Tasks:

Contacted lead criminal investigator and requested police reports? Y / N
Comments _____

Gross chemicals, filters, and glassware present? Y / N
If Yes, call lead criminal investigator. Y / N
Comments _____

General Site Description:

Sheet A: *Property and Contact Identification* completed? Y / N
Comments _____

Sheet C: *Background Information* collected? Y / N
Comments _____

Sheet D1: *Map to Site* and Sheet D2: *Site Map* completed? Y / N
Comments _____

Outdoor Assessment

Was a well(s) present on-site or within 250 ft. of cook or waste disposal site? Y / N
Sheet M: *Well Location and Testing* described? Y / N
Comments _____

Was a sanitary sewer/septic system present on the property? Y / N
Sheet N: *Septic and Drainfield Description and Testing* completed? Y / N
Comments _____

Were burn pits, burial or dumpsites present? Y / N
Sheet O: *Burn Pits, Burial Pits and Dump Sites* completed? Y / N
Comments _____

Site Address _____

Outdoor Contamination Procedural Report
Sheet C: Background Information

Describe known or reported clandestine laboratory activity on the site (e.g., areas of meth cooking, date of last suspected cook or suspect arrest date, law enforcement estimates of time meth operations existed, approximate quantities of meth produced, chemical location and amount disposed, and any lab apparatus, etc). Reference and/or attach appropriate available police reports:

Other observed contamination sources on the site, such as waste oil dumping, oil tanks, hobby or business chemical use, etc.

Site Address _____

Outdoor Contamination Procedural Report
Sheet D1: Map to site

Show roads from nearest town, major surface water, north arrow, and other important features. Attach separate sheet if necessary.

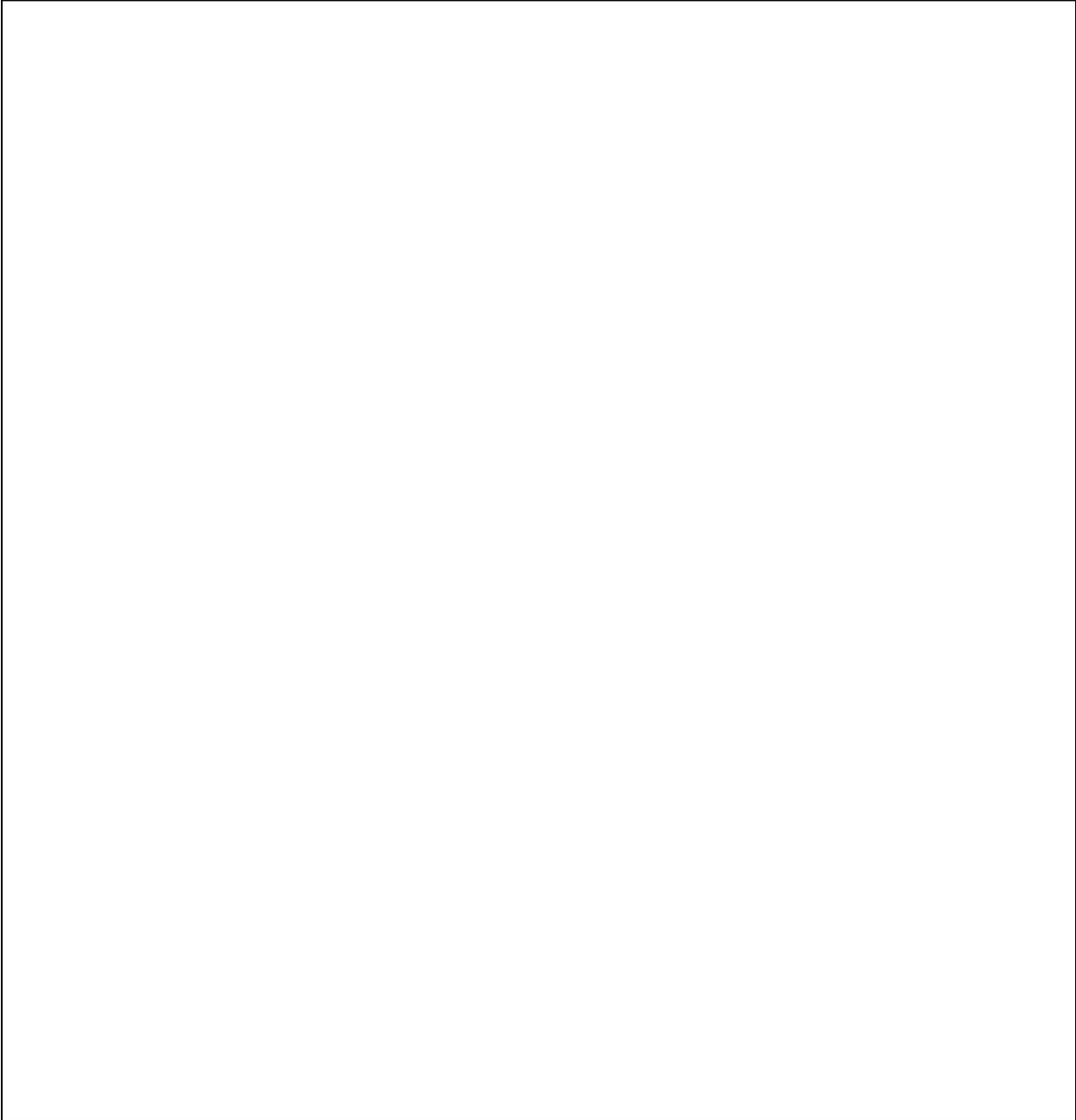


Additional directions to site:

Site Address _____

Outdoor Contamination Procedural Report
Sheet D2: Site Map

Site map: Sketch buildings, wells, septic tank/drainfield, burn or burial pits; arrows and distances to nearest occupancies and wells, and surface water in each direction. Include north direction arrow. Attach separate sheet if necessary.



Site Address _____

**Outdoor Contamination Procedural Report – Outdoor Assessment
Sheet M: Wells Location and Testing**

Diagram site and locations of wells on site and within 250 feet of septic system, drain field, suspected meth cooking and/or disposal areas.

For each well, record the following, if applicable:
(Attach additional sheets for more wells if necessary)

Well Diagram #__ Owner _____ Phone _____
Address _____ Well _____
use _____

If available, please record:

Unique Well # _____
Depth/construction _____

Well Diagram #__ owner _____ Phone _____
Address _____ Well _____
use _____

If available, please record:

Unique Well # _____
Depth/construction _____

Well Diagram #__ Owner _____ Phone _____
Address _____ Well _____
use _____

If available, please record:

Unique Well # _____
Depth/construction _____

Site Address _____

**Outdoor Contamination Procedural Report – Outdoor Assessment
Sheet M: Wells Location and Testing (cont.)**

Sample all wells within 100 feet of septic systems, drain fields, meth cooking or disposal areas for VOCs per MDH Method 498.

Immediately report sample results that detect a VOC greater than (>) 50% of any HRL to the local authority, MDH, and MPCA. Find HRLs at

<http://www.health.state.mn.us/divs/eh/groundwater/hrlgw/chemfinal.html> .

See discussion in Section E, “Wells,” in the “Outdoor Contamination due to Meth Lab Waste Disposal: Assessment and Cleanup”

<http://www.pca.state.mn.us/cleanup/meth.html> .

Attach laboratory data sheets to report.

Site Address _____

**Outdoor Contamination Procedural Report – Outdoor Assessment
Sheet N: Septic and Drain field Description and Testing**

NOTE: Before pumping septic tank, ensure that indoor cleanup of all structures has been completed including flushing of indoor plumbing. Clearing plumbing includes:

1. Flush all plumbing to clear traps of solvents, lye, etc.
2. Continue flushing until PID readings of all plumbing traps are nondetect.
3. Test for residual pH by collecting sample of material from each trap using a long handled tongs and cotton gauze.

Diagram septic tank with cleanout, drain field, dwelling and other structures, and wells with approximate distances.

Information disclosed by owner regarding construction, age, permits, condition of septic tank/drain field, last known use, etc.

1. Sample **septic tank** per guidance, analyze for VOCs using MDH method 498 (EPA 8260B).

Result _____ µg/liter total VOCs in septage sample.

Site Address _____

**Outdoor Contamination Procedural Report – Outdoor Assessment
Sheet N: Septic and Drain field Description and Testing (cont.)**

2. If total VOCs > 2000 µg/liter and less than 10,000 µg/liter, agitate tank contents to aerate, then pump septic tank and dispose of septage per guidance.

Septage Disposal Facility _____

* Note, if VOCs > than 10,000 µg/liter, immediately contact MPCA Emergency Response Team (ERT) at 651-649-5451 or 1-800-422-0798, and the local health authority.

3. If septic tank total VOCs > 2000 µg/liter, sample groundwater from under or at the perimeter of the drainfield. Analyze for VOCs using MDH method 498 (EPA 8260B).

Result _____ µg/liter total VOCs in groundwater sample # _____

Result _____ µg/liter total VOCs in groundwater sample # _____

If any VOC result in a groundwater sample collected from under or near a drainfield is greater than its HRL, contact MPCA ERT and notify the local authority. Current HRLs can be found at <http://www.health.state.mn.us/divs/eh/groundwater/hrlgw/chemfinal.html> See discussion in Section E, "Wells," in the "Outdoor Contamination due to Meth Lab Waste Disposal: Assessment and Cleanup" document at <http://www.pca.state.mn.us/cleanup/meth.html> .

Site Address _____

**Outdoor Contamination Procedural Report – Outdoor Assessment
Sheet O: Burn Pits, Burial Pits and Dump Sites**

Diagram showing locations of burn pits, burial pits and dump sites in relation to structures and wells. ID areas sampled (see #4 below).



Description of burn, burial, and disposal areas.

NOTE: If any containers with raw materials, drug residues, partially finished drug product, etc. are found, contact criminal investigators.

1. Refer to guidance and flow chart. See “Soil Sample Collection and Analysis Procedures Appendix I. Field Screening Procedure” for protocol for PID screening at: <http://www.pca.state.mn.us/publications/c-prp4-04.pdf>
2. Separate **solid waste** (empty solvent containers, hoses, pans, and meth pipes). Make specific arrangements with the municipal solid waste facility prior to disposal.

Excavate **ash** from burn pits and **screen with PID**. If PID reading is **less than (<) 40 parts per million (ppm)**, dispose of ash at a municipal solid waste facility or industrial waste landfill.

If PID reading is **greater than (>) 40 ppm**, dispose of ash with soil. Make specific arrangements with the disposal facility prior to delivering contaminated materials.

Site Address _____

**Outdoor Contamination Procedural Report – Outdoor Assessment
Sheet O: Burn Pits, Burial Pits and Dump Sites, continued**

Headspace for ash (ppm)	Area 1	Area 2	Area 3	Area 4

3. Excavate contaminated **soil** from all burn and burial pits. Stockpile all contaminated soil on a plastic or impervious surface and cover with plastic. Field screen soil samples using PID headspace measurements.

Headspace (ppm)	Area 1	Area 2	Area 3	Area 4

4. **PID screen soils at 12-inch depth.** If PID < 40 ppm, rake and aerate soil. If PID > 40 ppm, remove contaminated soil until PID reading is at or below 40 ppm per PID headspace analysis. Call MPCA if excavation becomes deep to request guidance.

12" depth Soils Headspace (ppm)	Area 1	Area 2	Area 3	Area 4

5. If the **soil volume** is less than 10 cubic yards, contact a member of the MPCA Emergency Response Team through the Minnesota State Duty Officer at **651-649-5451 or 1-800-422-0798** for verbal approval before thin spreading on site.

If the excavated soil volume is greater than 10 cubic yards or the site conditions are not suitable for thin spreading, contact the MPCA Emergency Response Team prior to disposal is arranged.

6. After excavation of the contaminated soils are complete, collect a **bottom grab sample** 12-inches below the surface at each disposal location. Collect an additional sample if the area is greater than 100 square feet. Submit soil sample(s) to a laboratory in an appropriate container for VOC sediment analysis using MDH method 466.

If any contaminants are detected in the laboratory analysis, provide a copy of the laboratory data to the local authority and the MPCA Emergency Response Team through the Minnesota State Duty Officer.

Disposal Site _____ City _____

Site Address _____

**Outdoor Contamination Procedural Report – Outdoor Assessment
Sheet P: Project Completion Report.**

Contractor Certification: I certify that the investigation and cleanup described in this report is in compliance with the *MPCA Cleanup Guidance* dated _____ and required by state law (as well as any applicable county or city ordinance). I certify that all information submitted is true and accurate to my understanding, and that all laboratory results for this property are attached to this report.

Contractor's Project Manager signature:

_____ Signature

Date: _____ Printed name: _____

Property Owner or Authority: I own or have legal authority for this property. I have received this report and submitted it to the local authority responsible for oversight of this remediation project. I certify that the information in this report about wells, septic tanks and drainfields, chemical and oil use on the property, and clandestine laboratory operation on the property is true and accurate to my understanding.

Property Owner/Authority signature:

_____ Signature

Date: _____ Printed name: _____

Site Address _____

Local Authority: I am the local authority for the property that is the subject of this report. I have accepted the final report signed and dated by the Contractor's project manager on _____, and signed and dated by the property owner on _____.

The investigation and cleanup required under state and/or local ordinance and order are complete and satisfactory to the best of my knowledge. (Cross out following sentence(s) if not applicable.) Any no-occupancy order issued under ordinance or Chapter 145A will be vacated. Nothing prohibits a local authority from reinstating a no-occupancy order or taking other action if subsequent information indicates further clandestine laboratory activity on this property, or if additional information is obtained regarding presence or health significance of methamphetamine or other chemical residues on this property.

Local Authority signature: _____

Date: _____ Printed name: _____

Affidavits filed if required? Y / N