

Draft Statement

DONEY CROWLEY P.C.

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May 22, 2017
For charges through: May 22, 2017
Statement No. 0

City-County Board of Health for Lincoln County
Mark Peck
512 California Avenue
Libby, MT 59923

1599.000: Asbestos Contamination Issues

Professional Fees			<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
3/5/2012	JLH	Discussion with Mr. Payne regarding contract negotiations with TriHydro; review, revise draft email to Mr. Mathes regarding same.	0.50	135.00	67.50
3/5/2012	RAP	Receive, review reply from Ms. Guerra regarding status of Application; receive, review proposal from Trihydro in response to contract negotiation discussions, discussion with Ms. Hoffman regarding same; preparation of email responding to same; review and analysis of PO for payment of the 2011 asbestos cell.	4.50	250.00	1,125.00
3/6/2012	JLH	Discussion with Mr. Payne regarding status of contract negotiations with Trihydro; review, profile email regarding continued contract negotiations with Trihydro; locate documents for Mr. Payne in file; profile email to Ms. Hooper and Mr. Bischoff regarding same; review email thread regarding scheduling teleconference with Mr. Bischoff, docket same; discussion with Mr. Payne regarding draft Contract with Trihydro and invoicing/payment issues.	1.30	135.00	175.50
3/6/2012	RAP	Forward email to Mr. Mathes regarding response to Trihydro counteroffer regarding contract negotiations; receive voicemail from same regarding accepting same; preparation of email to Ms. Hooper and Mr. Bischoff regarding same; teleconference with Mr. Smith (Trihydro) regarding eventual contract document.	3.30	250.00	825.00
3/7/2012	JLH	Assist Mr. Payne with review, revision of Contract with Trihydro; review, revise, finalize same; email same to Mr. Mathes for review.	2.30	135.00	310.50
3/9/2012	JRP	Discuss advertising with Mr. Payne; research resources for same.	2.70	175.00	472.50
3/9/2012	RAP	Discussion with Ms. Papez regarding employment ad and publication of same for City-County Board of Health Program Director; forward estimate of cost of same to Ms. Hooper; email exchange with same regarding various listings/placements of ad.	2.50	250.00	625.00
3/12/2012	JRP	Email correspondence (multiple) with Bozeman Chronicle	1.20	175.00	210.00

		regarding ad placement.			
3/12/2012	RAP	Telephone conference with Ms. Hooper regarding office space/relocations; telephone conference with Mr. Bischoff regarding Trihydro Professional Services contract; telephone conference with Mr. Berget and Mr. Maki regarding Asa Wood School; receive, review, reply to email from Ms. Papez regarding Program Director ad confirmation; receive from Ms. Papez and review Job Services job description for Board of Health and application for same; forward same to Ms. Hooper.	2.80	250.00	700.00
3/13/2012	RAP	Receive, review, reply to email from Ms. Thomas regarding status of EPA grant funding; forward same to Mr. Smith of Trihydro.	0.10	250.00	25.00
3/14/2012	RAP	Receive, review email from Ms. Hooper (several) regarding scheduling date for Kick-off and work session with Trihydro; forward same to Mr. Smith.	1.10	250.00	275.00
3/19/2012	RAP	Exchange emails with Mr. Bischoff; Ms. Hooper; Ms. Thomas, etc., regarding upcoming Libby trip, Trihydro contract and grant support.	2.70	250.00	675.00
3/20/2012	JLH	Receive, cursorily review, profile emails sending job description and application to Ms. Hooper; receive, review emails relative to placement of ad in Bozeman Chronicle regarding same; receive, cursorily review, profile emails regarding signed Professional Services Contract with Trihydro, efforts to schedule meeting with EPA (Dave Barry) and Trihydro in Libby week of April 9th; review email regarding setting up contact list, applicant for supervisor position, discussion with Mr. Payne regarding separate trust account/accounting for CAG funds; file administration; profile signed Professional Services Contract, email to Trihydro sending same.	1.50	135.00	202.50
3/20/2012	RAP	Discussion with Ms. Hoffman regarding separate trust account/accounting for CAG funds; exchange emails and telephone conference with Mr. Smith and others regarding Trihydro contract, kick-off meeting and Libby trip; exchange emails with and telephone conference with Ms. Hooper regarding kick-off meeting with Trihydro and upcoming Libby trip.	6.50	250.00	1,625.00
3/21/2012	JLH	Discussion with Ms. Olsen regarding Trust Account for EPA funds under CAG; receive, review, profile email from EPA with tentative schedule for meeting in Libby week of April 9th.	0.70	135.00	94.50
3/21/2012	SSO	Discussions with Mr. Payne and Ms. Hoffman regarding setup of trust account for receipt of EPA grant funds; teleconferences with two local banks regarding account options and interest rates.	0.60	110.00	66.00
3/21/2012	RAP	Continue discussion with Ms. Olsen and Ms. Hoffman regarding Trust Account for EPA funds under CAG; receive, review email from Mr. Thomas and tentative schedule for meeting in Libby week of April 9th; begin preparation for Libby trip.	4.10	250.00	1,025.00

3/22/2012	JLH	Discussion with Mr. Payne regarding Trust Account status; review of attorney notes regarding Libby meetings; file administration regarding same; update contacts.	0.70	135.00	94.50
3/22/2012	RAP	Discussion with Ms. Hoffman regarding Trust Account status; finalize plans for kick-off meeting and Libby trip.	2.10	250.00	525.00
3/25/2012	RAP	Receive and review, consider and respond to email from Ms. Thomas regarding IC for OU-1, etc.	0.50	250.00	125.00
3/27/2012	JLH	Discussion with Ms. Olsen regarding Central Contractor Registration; view same online and print financial data.	0.70	135.00	94.50
3/27/2012	SSO	Review of CCR Registration regarding electronic funds transfer (EFT) setup; discussion with Ms. Hoffman regarding same; two calls with Jasmin Guerra at EPA regarding grant funds and changing EFT setup; meeting with US Bank representative on trust account setup requirements; draft language for letter from Board Chairman granting permission for Doney firm to open trust account on behalf of Board.	1.30	110.00	143.00
3/28/2012	JLH	File administration/opening new files/organization for trip to Libby week of 4.9; receive, review email from Ms. Guerra regarding grant award; teleconference with Mr. Payne regarding same; email to Mr. Bischoff regarding same; reply to Ms. Guerra regarding kick-off meeting of April 2nd, receive, review reply regarding same; teleconference with Mr. Payne regarding same; preparation of letter from City-County Board of Health to Mr. Payne authorizing trust account, email same to Mr. Bischoff.	2.40	135.00	324.00
3/28/2012	RAP	Teleconference with Ms. Hoffman regarding EPA Grant Award status, status of Trust Account regarding same and letter for signature of Ms. Roose authorizing same.	0.50	250.00	125.00
3/28/2012	LJW	Create file folder for Trihydro Professional Services Contract and insert files.	0.10	30.00	3.00
3/29/2012	JLH	Teleconference with Ms. Guerra regarding EPA Grant Award; email to Mr. Payne regarding same; email to Mr. Bischoff sending letter from City-County Board of Health regarding account authorization; email to Ms. Olsen regarding same; preparation of Board of Health Invoice for first quarter drawdown of grant funding; teleconference with Mr. Payne regarding same; began work on Contacts List for Trihydro meeting, received confirmation and Agenda for same.	2.10	135.00	283.50
3/29/2012	RAP	Receive, review email from Ms. Hoffman regarding EPA Grant Award; review, revise draft Invoice from City-County Board of Health (first quarter funding) and teleconference with Ms. Hoffman regarding same.	0.50	250.00	125.00
3/30/2012	JLH	Review of Related Contacts and preparation of Key Contacts List for Trihydro meeting; preparation for same.	2.10	135.00	283.50
3/31/2012	RAP	Exchange emails with Ms. Hooper and Mr. Smith regarding kick-off meeting and other items.	1.50	250.00	375.00

4/2/2012	RAP	Preparation for and attend kick-off meeting with Ms. Hooper and Trihydro folks; conference with Ms. Hooper regarding same; numerous emails to Libby folks regarding next week's visit and asking for appointments.	4.00	250.00	1,000.00
4/3/2012	JLH	Discussion with Mr. Payne and preparation of draft Schedule for Libby Trip; review, profile emails regarding same; preparation of emails regarding same, revise same.	2.00	135.00	270.00
4/3/2012	RAP	Preparation of emails to Ms. Hooper, Ms. Smith, Mr. Bischoff, Dr. Black regarding setting up meetings in Libby week of April 9th; review of draft Schedule for same and discussion with Ms. Hoffman.	1.70	250.00	425.00
4/4/2012	JLH	Receive, review, reply to email from Mr. Bischoff regarding letter from Marianne Roose; discussion with Mr. Payne and email to same sending First Quarter Invoice (Lincoln County); discussion with Mr. Payne regarding status of grant and signing/funding same; revise schedule (several times) and preparation for Libby trip next week; receive, review email exchange between Mr. Payne and Mr. Smith of Trihydro regarding Libby schedule.	1.20	135.00	162.00
4/4/2012	RAP	Discussion with Ms. Hoffman regarding timing of Ms. Roose signing account authorization letter and First Quarter Invoice (Lincoln County); discussion with Ms. Hoffman regarding status of grant and signing/funding same; receive, forward emails regarding confirmed meeting for schedule; preparation for Libby trip next week; email to Mr. Smith of Trihydro sending draft Libby schedule.	3.20	250.00	800.00
4/5/2012	JLH	Receive, review email and attached Cooperative Agreement Notice of Award and Affirmation of Award for signature of Marianne Roose; discussion with Mr. Payne regarding same; update contacts as to Project Officer and Grant Specialist; discussion with Mr. Payne and review of email exchange with Mr. Bischoff regarding same; print Notices for signature.	0.30	135.00	40.50
4/5/2012	RAP	Receive, review email and attached Cooperative Agreement Notice of Award and Affirmation of Award; email same to Mr. Bischoff; discussion with Ms. Hoffman regarding obtaining signature on same.	1.90	250.00	475.00
4/6/2012	JLH	Teleconference with Mr. Switzer (and Mr. Payne) of EPA Las Vegas regarding funding under the City-County Health Board grant; preparation for Mr. Payne's trip to Libby.	0.40	135.00	54.00
4/6/2012	RAP	Teleconference with Mr. Switzer of EPA Las Vegas regarding funding under the City-County Health Board grant; preparation for trip to Libby; receive, review, revise draft press release.	1.20	250.00	300.00
4/9/2012	JLH	Continue updates to Libby Schedule, email same to Trihydro folks; assist Mr. Payne in preparation for trip to Libby; discussion with Ms. Olsen regarding new trust account for EPA grant funds; review of updated CCR regarding same; reply to email from Mr. Payne regarding same.	0.30	135.00	40.50

4/9/2012	SSO	Meet with Ms. Kara Zahnow at US Bank to set up trust account on behalf of City-County Board of Health for Lincoln County with \$100 initial deposit from firm; several emails with Empire Office to order checks for account; set up file for accounting/banking records; update CCR website with new banking information for electronic transfer of grant funds.	1.20	110.00	132.00
4/9/2012	RAP	Preparation for Libby trip; forward schedule confirmations to Ms. Hoffman; travel to Libby; teleconference with Ms. Hoffman regarding forwarding final schedule to Mr. Smith and Ms. Seitz via email; attend meeting with EPA (Dave Berry), Trihydro folks, Ms. Thomas; attend City County Meeting with Ms. Hooper and Trihydro folks; receive confirmation of CCR updates, forward same to Ms. Hoffman.	10.80	250.00	2,700.00
4/10/2012	JLH	Discussion with Ms. Olsen regarding CCR changes/acceptance; catching up on profiling emails.	0.60	135.00	81.00
4/10/2012	SSO	Verify that CCR changes posted correctly; update Mr. Payne on bank account and inform Ms. Hanson of account details; arrange for Mr. Bloomquist and Mr. Payne's signature on account paperwork with Ms. Zahnow at US Bank.	0.40	110.00	44.00
4/10/2012	RAP	Preparation for and attend meeting with Ms. Lauer and Trihydro folks regarding county regulations in place; attend meeting with Mr. Higgins, Ms. Hooper and Trihydro folks; attend Planning Department meeting with Ms. Smith and Trihydro folks; attend TAG/CAG meeting with Ms. Hooper, Trihydro folks.	10.80	250.00	2,700.00
4/11/2012	RAP	Attend breakfast meeting with City Council; attend O & M Meeting; attend meeting with County Commissioners; attend meeting with Dr. Black and Trihydro folks; attend City-County Health Board meeting.	8.80	250.00	2,200.00
4/12/2012	RAP	Attend meeting with Ms. White, Ms. Hooper and Trihydro folks; attend Troy meeting with MDEQ, Tetra Tech, Ms. Hooper and Trihydro folks.	10.50	250.00	2,625.00
4/13/2012	RAP	Return travel to Helena.	5.00	250.00	1,250.00
4/16/2012	JLH	Discussion with Mr. Payne regarding funding/payments under EPA grant.	0.40	135.00	54.00
4/16/2012	RAP	Discussion with Ms. Hoffman regarding EPA grant; draft procedures for same.	1.50	250.00	375.00
4/17/2012	JLH	Discussion with Mr. Payne regarding status of EPA Grant funding and drawdown request to be faxed to Mr. Switzer; preparation of EPA Payment Request and fax cover regarding same; discussion with Ms. Olsen regarding same; discussion with Mr. Payne regarding status of Invoice from Mr. Bischoff; receive Invoice from Mr. Bischoff, assemble and fax request to EPA; assist Mr. Payne with locating documents and preparation of Memorandum regarding receiving and distributing funds under EPA Grant; review, profile email from Mr. Payne to Trihydro folks regarding scheduling a follow-up	2.40	135.00	324.00

		meeting to discuss Libby trip; docket and prepare for same.			
4/17/2012	RAP	Discussion with Ms. Hoffman and teleconference with Mr. Switzer regarding status of EPA Grant funding and submission of request for drawdown; review of Payment Request; teleconference (voicemail) with Mr. Bischoff regarding review and submission of Invoice; preparation of email to Mr. Smith and Ms. Seitz of Tryhydro regarding follow-up conference on Libby trip, forward same to Ms. Hooper with inquiry as to whether she wants to attend via teleconference.	3.30	250.00	825.00
4/18/2012	RAP	Prepare for and attend meeting with Trihydro folks regarding Libby visit follow-up, revisions to Work Plan.	2.50	250.00	625.00
4/20/2012	JLH	Receive, review, profile email from Ms. Olsen regarding receipt of EPA grant funds; discussion with Mr. Payne regarding Memorandum as to EPA Grant funds; receive, cursorily review, profile Working Notes from EPA O & M Meeting in April; docket next meeting in June; updates to contacts.	0.60	135.00	81.00
4/20/2012	RAP	Receive, review email from Ms. Matheny and also Working Notes from EPA April O & M Meeting; receive, review and analysis of updated project schedule.	2.20	250.00	550.00
4/23/2012	JLH	Receive, cursorily review, profile Ms. Hooper's proposed discussion points for Commissioner meeting for April 25; docket same; receive, review, profile, print Trihydro's draft Project Schedule; receive, review email regarding Nick Rains accepting Program Supervisor position.	1.00	135.00	135.00
4/23/2012	RAP	Receive, review email from Ms. Hooper and proposed discussion points for April 25th Commissioner meeting, reply to same; telephone conference with same regarding program supervisor position.	1.10	250.00	275.00
4/24/2012	JLH	Cursorily review, profile EPA and DEQ position as to open burning and present ordinances and permits in place in Lincoln County.	0.20	135.00	27.00
4/24/2012	JLH	Review, profile email exchange between Mr. Payne and Trihydro regarding Nick Rains as new supervisor, start date, inquiry regarding meeting with same and Ms. Hooper this week.	0.40	135.00	54.00
4/24/2012	RAP	Receive, review emails from and telephone conferences with Ms. Hooper regarding new supervisor position acceptance, start date and Ms. Hooper and Mr. Rains visiting Helena Thursday; email to Trihydro folks regarding same/invitation to meet.	1.20	250.00	300.00
4/25/2012	JLH	Discussion with Mr. Payne regarding Commissioner meeting.	0.10	135.00	13.50
4/25/2012	RAP	Prepare and availability for (telephonically) Lincoln County Commissioner meeting regarding additional costs due to wildfire on OU-3, denial of EMA grants due to W. R. Grace responsibility, press release proposed by Dr. Black regarding wildfires; conference with Ms. Hooper regarding program issues and Trihydro.	4.00	250.00	1,000.00

4/26/2012	JLH	File administration.	0.20	135.00	27.00
4/26/2012	RAP	Preparation for and attend meeting with DEQ and Ms. Hooper; preparation for and attend meeting with Trihydro folks and Ms. Hooper; receive, review Draft Survey Questions, Evaluation Form with and without relocation and email from Ms. Seitz of Trihydro; receive, review second email from same regarding teleconference with Ms. Faulk at EPA regarding same.	8.50	250.00	2,125.00
4/27/2012	JLH	Receive, review, profile email from Mr. Hooper to Mr. Payne regarding contact information for Mr. Raines; update contacts accordingly.	0.20	135.00	27.00
4/27/2012	RAP	Receive, review, forward email from Ms. Hooper regarding email contact for Mr. Raines, Supervisor.	0.50	250.00	125.00
4/29/2012	RAP	Receive, review and analysis of proposed changes from Mr. Raines on draft survey.	0.40	250.00	100.00
4/30/2012	JLH	Receive, cursorily review, profile email from Ms. Seitz to Mr. Payne sending draft Survey questions and Mr. Payne's reply with revised Survey; research regarding Ms. Hooper's animal control officer, update contacts.	0.60	135.00	81.00
4/30/2012	RAP	Receive, review, revise proposed Survey Questions from Ms. Seitz; email to same regarding and sending same; teleconference with Ms. Pisciotta (Animal Control Officer) regarding same; telephone conference with Mr. Rains regarding his new job.	3.00	250.00	750.00
5/2/2012	RAP	Preparation for and attend telephone conference with with Mr. Roll, Mr. Berget and EPA regarding asbestos in gravel pits; telephone conference with Mr. Roll regarding same; telephone message for Jon Podilinsky of DEQ regarding same.	1.00	250.00	250.00
5/3/2012	JLH	Discussion with Mr. Payne regarding research related to state and OSHA standards for worker exposure to asbestos.	0.20	135.00	27.00
5/3/2012	RAP	Telephone message for Jon Podilinsky of DEQ regarding Dept. of Labor and Industry; conference with Ms. Hoffman regarding legal research regarding asbestos exposure regulations for state workers.	0.50	250.00	125.00
5/4/2012	JLH	Discussion with Mr. Payne and Internet research regarding standards for asbestos exposure, Department of Labor and Industry, OSHA.	1.00	135.00	135.00
5/8/2012	RAP	Exchange emails with Ms. Hooper regarding OU-3 fire issues.	0.20	250.00	50.00
5/9/2012	RAP	Exchange emails with Mr. Tom Smith regarding LUR schedule; continued review and analysis of Trihydro invoice; exchange emails with Mr. Smith regarding same and future invoices.	2.50	250.00	625.00
5/10/2012	RAP	Receive, review and analysis of Trihydro invoice; exchange emails with Ms. Hooper and Mr. Bischoff regarding same and future invoices.	0.90	250.00	225.00
5/11/2012	JLH	Receive, cursorily review, profile, forward email thread regarding invoice from Trihydro and agreement that same does	0.20	135.00	27.00

		not need to be paid.			
5/11/2012	RAP	Receive, review, reply to email from Ms. Hooper regarding Trihydro Invoice for payment; email exchange and teleconference with Mr. Smith regarding same and agreement it does not need to be paid.	0.50	250.00	125.00
5/15/2012	JLH	Update contacts, file administration.	0.20	135.00	27.00
5/15/2012	RAP	Telephone conference with Mr. Nick Raines regarding his new position and priorities for the same; outline same; file research regarding Trihydro contract.	3.70	250.00	925.00
5/16/2012	JLH	Receive, review, profile email exchange regarding Trihydro April Invoice and review/approval of same; receive, review, profile email exchange regarding public risk perception survey and discussion regarding same; review of file for draft Memorandum regarding payment under EPA Grant and Trihydro Agreement (for Mr. Payne); review, profile email and updated schedule for Task 1.	0.50	135.00	67.50
5/16/2012	RAP	Receive, review email from Mr. Raines regarding teleconference with Trihydro and opportunity to attend and public risk perception survey; review, revise same and email reply; teleconference with Mr. Raines regarding same; receive, review April Invoice from Trihydro; forward to Ms. Hooper sending same; review, revise Memorandum regarding invoicing/payments under the EPA grant funds; teleconference with Mr. Hooper regarding pending matters; email to Mr. Bischoff sending Trihydro invoice for April.	3.30	250.00	825.00
5/18/2012	RAP	Receive, review, final analysis of Trihydro invoice; exchange emails with Ms. Hooper regarding same; exchange emails with Mr. Smith regarding same; telephone conference with Mr. Smith regarding same.	2.10	250.00	525.00
5/21/2012	JLH	Receive, review, profile most recent draft of revised Outreach Survey and email from Mr. Raines regarding same.	0.20	135.00	27.00
5/21/2012	RAP	Teleconference with Ms. Hooper regarding change of name; receive, review, reply to email from Mr. Raines regarding draft Outreach survey; revisions to same.	2.00	250.00	500.00
5/22/2012	JLH	Receive, review, profile email from Mr. Payne to Ms. Lauer regarding check to Lincoln County Board of Health and attaching Memorandum regarding same; discussion with Mr. Payne regarding status of same.	0.20	135.00	27.00
5/22/2012	SSO	Issue trust check for 80% of 1st quarter 2012 EPA grant funds to Lincoln County Treasury with letter to Ms. Tammy Lauer.	0.30	110.00	33.00
5/22/2012	RAP	Develop procedures for sending money to Lincoln County Board of Health and Memorandum as to mechanics of same; preparation of email to Ms. Lauer regarding same; discussion with Ms. Olsen and Ms. Hoffman regarding same.	1.80	250.00	450.00
5/23/2012	JLH	Receive, review, print contact information lists and assemble Libby Binder for same; receive, review email from Ms. Lauer	0.60	135.00	81.00

		regarding check sent to Lincoln County under EPA grant.			
5/23/2012	SSO	Review Mr. Payne's email and letter regarding instructions on scheduling grant fund payments.	0.30	110.00	33.00
5/23/2012	RAP	Receive, reply to email from Mr. Lauer regarding payments under EPA grant; exchange emails with Ms. Olsen and Ms. Hoffman regarding calendaring invoice and payments dates under EPA grant for future years.	0.50	250.00	125.00
5/24/2012	JLH	Preparation of general Libby Notebook for Mr. Payne with basic contact information and documentation; review, reply to email from Mr. Payne regarding docketing future dates for Invoice to EPA and from Lincoln County Board of Health relative to grant funds; discussion with Ms. Olsen regarding same; receive, cursorily review, profile draft letter from Mr. Smith, LUR Report and attachment; receive, cursorily review, profile Outreach Survey as revised by Trihydro.	0.50	135.00	67.50
5/24/2012	SSO	Calendar quarterly invoice requests and EPA grant money transfers through 2016.	0.40	110.00	44.00
5/24/2012	RAP	Receive, review email from Trihydro to Mr. Raines sending Outreach Survey; receive, cursorily review draft letter from Mr. Smith, draft Land Use Restrictions Report and Table 1 (LA Asbestos Exposure Sources); forward same to Ms. Hooper and Mr. Raines with initial comments and request for teleconference to discuss same; receive, review, reply to follow-up emails from Ms. Olsen and Ms. Hoffman regarding calendaring invoice/payments under EPA grant; preparation of email to Messrs. Roll and Bischoff regarding scheduling City Council meeting with EPA; preparation for and teleconference with Mr. Raines and Ms. Hooper regarding draft LUR Report, status and strategy.	3.30	250.00	825.00
5/25/2012	RAP	Review, revise (redline) Trihydro's LUR Report and Table 1 to same; email to Mr. Raines sending and regarding same.	1.30	250.00	325.00
5/30/2012	JLH	Receive, review, profile email exchange between Mr. Raines and Mr. Payne regarding June 8th schedule of meetings and general status update; update master regarding same; cursorily review, profile email exchange regarding draft LUR Report and sending to Trihydro for comment.	0.40	135.00	54.00
5/31/2012	RAP	Exchange emails with county staff regarding Board of Health meeting.	1.00	250.00	250.00
6/8/2012	RAP	Preparation for and conferences with Trihydro, Mr. Raines, Ms. Hooper, Ms. Moore, Mr. Surbrug, Mr. Podilinski regarding ARP to prepare for next week.	8.00	250.00	2,000.00
6/9/2012	RAP	Receive, review and analysis of draft LUR report; preparation for Libby trip next week.	2.50	250.00	625.00
6/10/2012	RAP	Preparation for Libby trip; budget overview for 2013.	4.50	250.00	1,125.00
6/11/2012	RAP	Travel to Libby; conference with Ms. Hooper and Mr. Raines regarding case status and strategy and meetings this week.	6.00	250.00	1,500.00

6/12/2012	RAP	Various EPA meetings and conferences; conference with Ms. Hooper and Mr. Raines; attend TAG/CAG meeting.	5.50	250.00	1,375.00
6/13/2012	JLH	Updates to contacts and schedule.	0.30	135.00	40.50
6/13/2012	RAP	Attend various EPA meetings; O&M meeting; Board of Health Meeting; travel to and from and attend DEQ's Troy annual public meeting.	5.50	250.00	1,375.00
6/14/2012	RAP	Final EPA meeting; conference with Dr. Black regarding EPA's new focus; conference with Mr. Raines and Ms. Hooper regarding next steps in ARP program; outline same.	5.50	250.00	1,375.00
6/15/2012	RAP	Return from Libby.	3.00	250.00	750.00
6/18/2012	RAP	Exchange emails with Mr. Raines regarding follow-up to Board of Health meeting with Trihydro and related issues; review and update notes from trip; conference with Ms. Hoffman regarding same.	1.20	250.00	300.00
6/19/2012	RAP	Receive, review, reply to email from Mr. Raines regarding meeting with Kootenai Valley Record; continue review and analysis of notes from last week's meeting.	0.50	250.00	125.00
6/21/2012	JLH	File administration.	0.10	135.00	13.50
6/21/2012	RAP	Conference with Ms. Hooper regarding case status and strategy; exchange emails with Mr. Raines regarding same.	2.50	250.00	625.00
6/25/2012	JLH	Receive, review email from Mr. Payne and docket attendance by phone for City-County Health Board meeting.	0.10	135.00	13.50
6/27/2012	RAP	Email exchange with Mr. Raines and Ms. Hooper regarding BOH meeting and EPA change of focus; review and analysis of of same.	1.50	250.00	375.00
6/28/2012	JRP	Review Trihydro invoices per Mr. Payne's request.	0.40	175.00	70.00
6/28/2012	RAP	Review and analysis of Trihydro's invoice, exchange emails with Jessica regarding same; exchange emails with Ms. Hooper regarding same; preparation for and attend by phone Board of Health meeting.	3.50	250.00	875.00
6/29/2012	RAP	Exchange emails with Mr. Raines regarding EPA IC approach, etc; telephone conference with Ms. Hooper regarding same and Board of Health issues.	1.10	250.00	275.00
7/2/2012	SSO	Prepare 2nd quarter EPA invoices for submission, update calendar deadlines and templates.	0.80	110.00	88.00
7/3/2012	JLH	File administration; review, profile email from Mr. Raines regarding IC Meeting with EPA; receive, review, profile EPA Shift in Removal Approach; cursorily review, profile Trihydro's May Invoice and email exchange with Ms. Hooper and Mr. Bischoff regarding same.	0.60	135.00	81.00
7/9/2012	JLH	Review, profile Land Use Restrictions Report and appendices from Trihydro.	0.50	135.00	67.50
7/9/2012	SSO	Verify receipt of EPA grant funds in trust account; email Mr. Payne regarding same; issue trust check to Lincoln County	0.50	110.00	55.00

		Treasury for second quarterly EPA grant payment; mail same to Ms. Lauer with cover letter.			
7/9/2012	RAP	Receive and review Land Use Restrictions Report from Trihydro.	2.10	250.00	525.00
7/10/2012	RAP	Telephone conference with Mr. Berget regarding wild fire issues; telephone conference with Mr. Raines regarding same and air monitoring; continue review and analysis of draft Land Use Restrictions Report.	1.10	250.00	275.00
7/13/2012	RAP	Telephone conference with Mr. Raines regarding conference with Mr. Martin and general program development; review and comment on Draft Activity-Based Exposure Levels Report.	1.80	250.00	450.00
7/25/2012	JLH	Receive, review email regarding updated schedule for EPA IC kick-off meeting; update docket regarding same.	0.10	135.00	13.50
7/26/2012	JLH	Email administration (profiling emails exchanged with client).	0.20	135.00	27.00
7/26/2012	JLH	Review of notes, discussion with Mr. Payne, and preparation of draft Asbestos Removal Grant Disbursement Agreement.	1.20	135.00	162.00
7/30/2012	RAP	Telephone conference with Mr. Raines regarding ARP status and strategy; receive and review Trihydro invoice; exchange emails with Ms. Hooper regarding same.	0.70	250.00	175.00
7/31/2012	RAP	Receive, review and analysis of Trihydro invoice; exchange emails with Ms. Hooper and Mr. Raines regarding same.	1.00	250.00	250.00
8/1/2012	RAP	Review, redline proposed IC meeting agenda; telephone conference with Ms. Hooper and Mr. Raines regarding same.	1.00	250.00	250.00
8/2/2012	RAP	Receive, review draft agenda for next week; receive, review, revise draft Grant Administration Agreement; email to Ms. Hoffman regarding same.	2.50	250.00	625.00
8/3/2012	RAP	Preparation for trip to Libby next week; review and analysis of IC data and options.	8.00	250.00	2,000.00
8/6/2012	JRP	Research statutory requirements for deputy board of health officer; draft resolution.	0.60	175.00	105.00
8/6/2012	RAP	Travel to Libby; conference with Board members.	10.00	250.00	2,500.00
8/7/2012	RAP	Attend various EPA-related meetings and conferences; conference with Kathi Hooper regarding AR program.	10.50	250.00	2,625.00
8/8/2012	RAP	Attend various EPA-related meetings; preparation for and attend Board of Health meeting.	8.50	250.00	2,125.00
8/9/2012	RAP	Return to Helena.	5.00	250.00	1,250.00
8/16/2012	JLH	Cursorily review, profile Trihydro Status Report and June 25, 2012 Invoice; email to Ms. Olsen regarding same; discussion with Mr. Payne regarding same; file administration.	0.40	135.00	54.00
8/17/2012	JLH	Receive, review email from Mr. Payne and preparation of partial draft letter to Mr. Evans regarding City of Troy and City-County Board of Health; research file for application for Board member; finalize letter, scan, email and mail same.	1.00	135.00	135.00

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8/17/2012	RAP	Finish draft of letter to Mr. Evans regarding invitation to City of Troy to join the City-County Board of Health; email to Ms. Hoffman regarding same; follow-up on IC status with Mr. Raines; telephone conference with same regarding same; research regarding same.	2.50	250.00	625.00
8/22/2012	JLH	File administration.	0.20	135.00	27.00
8/24/2012	JLH	Receive, review, profile copy of letter from Ms. Hoper to EPA and DEQ regarding Troy and Libby landfills/request for information and response.	0.20	135.00	27.00
8/24/2012	RAP	Receive, review letter from Ms. Hooper to Ketellapper (EPA) and Podolinsky (DEQ) regarding landfill issues at Troy and Libby.	0.10	250.00	25.00
9/4/2012	RAP	Receive, review and revise draft IC Matrix; comment on same; exchange emails with Mr. Raines regarding same.	2.00	250.00	500.00
9/5/2012	JLH	Receive, review email from Mr. Payne regarding teleconference with Mr. Raines and Ms. Hooper regarding next action; docket same.	0.20	135.00	27.00
9/7/2012	JLH	Teleconference with Mr. Raines and Ms. Hooper regarding next steps.	0.50	135.00	67.50
9/7/2012	RAP	Preparation for and teleconference with Mr. Raines and Ms. Hooper regarding status of program and moving forward/next steps; review and analysis of Matrix again.	1.50	250.00	375.00
9/11/2012	RAP	Receive, review, forward email from Ms. Matheny regarding schedule for O&M Meeting October 10th.	0.30	250.00	75.00
9/12/2012	RAP	Teleconference with Mr. Raines and Ms. Hooper regarding EPA's letter regarding wood waste chipping at landfill; next step on Matrix evaluation; review and analysis of same.	2.00	250.00	500.00
9/14/2012	JLH	Receive, review email regarding schedule for O & M Meeting, Libby, docket same.	0.30	135.00	40.50
9/18/2012	JLH	Receive, review, profile TriHydro Project Status Report July 26 - August 25; receive, review, profile email from Mr. Payne to Mr. Bischoff sending same for payment.	0.30	135.00	40.50
9/18/2012	RAP	Receive, review email from Mr. Raines and proposed wood waste letter; review of same and reply to email to same regarding same; telephone conference with same regarding same and Matrix; review and analysis of same.	2.00	250.00	500.00
9/20/2012	JLH	Receive, review, profile letter from Ms. Hooper to Mr. Ketellapper and Mr. Podolinsky regarding processing wood waste material at Libby and Troy landfill sites; file administration.	0.50	135.00	67.50
9/20/2012	JLH	File administration.	0.10	135.00	13.50
9/24/2012	RAP	Preparation for and telephone conference with Ms. Hooper and Mr. Raines regarding EPA comments on Matrix.	2.00	250.00	500.00
9/25/2012	SSO	Prepare 4th quarter EPA payment request (3rd), invoice and fax cover sheet.	0.50	110.00	55.00

9/25/2012	RAP	4th quarter EPA payment request (3rd), invoice and fax cover sheet.	0.30	250.00	75.00
10/3/2012	RAP	Telephone conference with Ms. Hooper and Mr. Rains regarding status and strategy regarding LA issues with landfill and EPA meetings next week; begin preparation for same; review and analysis of matrix regarding same.	2.00	250.00	500.00
10/4/2012	JLH	Receive, review emails from Mr. Payne regarding schedule for Libby trip next week.	0.20	135.00	27.00
10/4/2012	RAP	Telephone conference with Mr. Nick Rains regarding status and strategy for next week; begin preparation for Libby trip.	2.50	250.00	625.00
10/8/2012	RAP	Preparation for and travel to Libby for EPA meetings.	8.00	250.00	2,000.00
10/9/2012	RAP	Various EPA and client meetings and conferences.	12.00	250.00	3,000.00
10/10/2012	JLH	File administration/reorganization following Mr. Payne's Libby trip.	0.20	135.00	27.00
10/10/2012	RAP	Continue EPA and client meetings in Libby; return to Helena; review and analysis of DEQ letters regarding burning restrictions.	10.00	250.00	2,500.00
10/11/2012	JLH	Receive, review, profile correspondence from Mr. Homer of DEQ and Mr. Ketellapper of EPA regarding open burning at Libby Superfund Site.	0.50	135.00	67.50
10/12/2012	RAP	Draft outline for Board of Health on budget for ARP.	5.50	250.00	1,375.00
10/16/2012	JLH	Receive, review of email from Mr. Payne; review, revise, finalize draft letter from Ms. Hooper to Mr. Homer (DEQ regarding burning of asbestos-containing materials); email same to Ms. Hooper for review.	0.40	135.00	54.00
10/17/2012	JLH	Receive, review, profile Trihydro Invoice and email to Mr. Bischoff and Ms. Hooper sending same for review; compare invoice rates to contract and email to Mr. Payne regarding same.	0.40	135.00	54.00
10/22/2012	RAP	Telephone conference with Ms. Hooper and Mr. Raines; regarding wood waste, legal research regarding same and ACM, exchange emails with Ms. Hooper regarding same.	2.50	250.00	625.00
10/23/2012	RAP	Exchange emails with and telephone conference with Ms. Hooper regarding wood wastes and ACM issues with DEQ; legal research regarding same.	2.50	250.00	625.00
10/25/2012	RAP	Final comments on wood waster letter to DEQ; receive and review same; continue research regarding allowable scope of ARP.	2.50	250.00	625.00
10/30/2012	JLH	File research for documentation to discuss with Mr. Raines/preparation for Libby Trip.	0.20	135.00	27.00
10/30/2012	RAP	Discussion with Ms. Hoffman regarding title research and preparation for Libby Trip; exchange emails with Ms. Hooper regarding changes in EPA leadership; conference with Mr. Raines regarding case status and strategy.	3.50	250.00	875.00

11/1/2012	RAP	Receive, review and analysis of draft ARP report; conference with Mr. Raines and Ms. Hooper regarding same; begin revisions to same; return from Libby.	5.50	250.00	1,375.00
11/2/2012	RAP	Continue review and analysis of draft ARP report.	2.50	250.00	625.00
11/5/2012	JLH	Preparation for Mr. Payne's trip to Libby.	1.00	135.00	135.00
11/5/2012	RAP	Travel to Libby for EPA-related meetings; preparation for same.	6.00	250.00	1,500.00
11/6/2012	RAP	EPA meetings in Libby; conference with Mr. Raines and Ms. Hooper regarding case status and strategy of ARP and Trihydro reports.	10.00	250.00	2,500.00
11/7/2012	CAC	Update incoming documents to both research and attorneys notes.	0.10	30.00	3.00
11/7/2012	RAP	Return travel to Helena.	5.50	250.00	1,375.00
11/11/2012	JLH	File administration.	0.20	135.00	27.00
11/13/2012	RAP	Exchange emails with Mr. Raines regarding Trihydro draft report; review and comment on portions of same; telephone conference with same regarding same and procedure for codification of regulations; exchange emails and telephone conference with Ms. Hooper regarding case status and strategy.	4.10	250.00	1,025.00
11/14/2012	RAP	Begin budget analysis based on Trihydro draft ARP report.	3.10	250.00	775.00
11/15/2012	RAP	Continue review and analysis of budget issues based on Trihydro's draft ARP report.	2.50	250.00	625.00
11/19/2012	CAC	Update research documents to file.	0.10	30.00	3.00
11/21/2012	RAP	Receive, review and analysis of Port's report on OU-3.	4.00	250.00	1,000.00
11/26/2012	CAC	Update Libby papers to file; update attorney notes to file.	0.10	30.00	3.00
11/27/2012	JLH	Receive, review, email from Mr. Payne and letter from Ms. Merkel DEQ to Ms. Hooper regarding burning at Libby and Troy Landfills; update to contacts for Mr. Mullen; preparation of draft letter to same regarding same and email to Mr. Payne.	0.40	135.00	54.00
11/27/2012	RAP	Research and drafting regarding Asbestos Resource Program; receive letter from DEQ to Ms. Hooper regarding landfill issues.	4.50	250.00	1,125.00
11/28/2012	JLH	Receive, cursorily review, profile informational fliers and proposed Initiatives (RAP Redline).	0.60	135.00	81.00
11/28/2012	RAP	Review and begin draft of response to DEQ letter regarding "not interfering" with landfill burn; telephone conference with Ms. Hooper regarding same; legal research regarding same.	3.50	250.00	875.00
11/29/2012	JLH	Receive, cursorily review, profile Status Report/Invoice from Trihydro; revise, finalize letter to Mr. Mullen regarding Troy and Libby Landfill burning; research regarding Rock Creek case and forward to Mr. Payne with final letter to Mr. Mullen; preparation for Libby Trip and preparation of Daily Schedule for same.	0.80	135.00	108.00
11/29/2012	RAP	Receive, review email from Mr. Raines and Draft Asbestos	3.80	250.00	950.00

		Resource Program Development Report; forward same; receive and review and approve Trihydro invoice.			
11/30/2012	JLH	Re-review, re-finalize letter to Mr. Mullen; scan and mail same; preparation for Libby Trip.	0.40	135.00	54.00
11/30/2012	RAP	Plan and preparation for Libby trip for next week.	3.30	250.00	825.00
12/3/2012	JLH	Preparation for trip to Libby.	1.20	135.00	162.00
12/3/2012	RAP	Travel to Kalispell.	2.50	250.00	625.00
12/4/2012	CAC	File administration, organization.	0.10	30.00	3.00
12/5/2012	RAP	Travel to Libby; conference with Ms. Hooper and Mr. Raines regarding Trihydro report and Board meeting; preparation for Board meeting and attend same.	8.70	250.00	2,175.00
12/6/2012	RAP	Preparation for and conference with Mr. Raines and Trihydro staff regarding scheduling for public comment period; conference with Mr. Raines regarding budgeting issues.	8.50	250.00	2,125.00
12/7/2012	JLH	Receive, review, profile email from Ms. Papez to Ms. McDougall sending application for City-County Health Board.	0.10	135.00	13.50
12/7/2012	JRP	Email Ms. McDougall Petition for Admittance per Mr. Payne's request.	0.10	175.00	17.50
12/7/2012	RAP	Conference with Mr. Raines and Ms. Hooper regarding budgeting; conference with Mr. Bischoff regarding same; conference with Mr. Cassidy and Mr. Raines regarding same and possible comments to proposed ARP; conference with Ms. Kristin Smith regarding same.	8.50	250.00	2,125.00
12/9/2012	RAP	Return to Helena.	6.00	250.00	1,500.00
12/10/2012	CAC	Scan and profile Mr. Payne letter to Mr. Mullen regarding burning at Libby/Troy landfill; update same to correspondence file.	0.20	30.00	6.00
12/10/2012	JLH	Receive, review, profile update email from Mr. Payne to Ms. Hooper regarding teleconference with Mr. Mullen of DEQ.	0.10	135.00	13.50
12/10/2012	RAP	Telephone conference with Mr. Norm Mullen regarding slash piles; exchange emails with Mr. Raines regarding same.	0.50	250.00	125.00
12/11/2012	CAC	Update status report to Trihydro file; update correspondence to Libby/Troy landfill file.	0.10	30.00	3.00
12/11/2012	RAP	Receive and review newspaper article regarding ARP; exchange emails with Mr. Raines regarding same; continue budget analysis.	2.40	250.00	600.00
12/12/2012	RAP	Continue analysis of budget; exchange emails with Mr. Raines regarding same.	3.50	250.00	875.00
12/13/2012	RAP	Continue work on budget analysis.	3.50	250.00	875.00
12/17/2012	RAP	Receive, review and analysis of budget items from Mr. Raines; exchange emails with and telephone conference with same regarding same.	4.00	250.00	1,000.00
12/20/2012	CAC	Update incoming mail to file.	0.10	30.00	3.00

12/23/2012	JLH	Exchange emails with Mr. Payne regarding budget.	0.10	135.00	13.50
12/23/2012	RAP	Continue budget analysis; exchange emails with Ms. Hoffman and Mr. Raines regarding same.	5.70	250.00	1,425.00
12/24/2012	RAP	Independent research regarding costs provided by Mr. Raines for budget.	1.50	250.00	375.00
12/26/2012	RAP	Teleconference with Mr. Raines regarding ARP budget; continue analysis of same.	2.00	250.00	500.00
12/27/2012	RAP	Receive, review email from Mr. Bischoff regarding Health Board meeting January 9; email exchange with Mr. Raines regarding same.	0.40	250.00	100.00
12/28/2012	RAP	Continued ARP budget analysis; conference with Ms. Cooper and Ms. Olsen regarding same.	3.00	250.00	750.00
12/30/2012	JLH	Receive, review email from Mr. Payne regarding draft Budget analysis for Years 2 - 5; revise Excel spreadsheet as appropriate; reply email to same regarding same.	0.60	135.00	81.00
12/30/2012	RAP	Draft proposed budget and preparation for budget negotiations with county.	8.80	250.00	2,200.00
12/31/2012	SSO	Preparation of Libby invoice and EPA Payment Request #4.	0.20	110.00	22.00
12/31/2012	RAP	Complete budget analysis; continue preparation for negotiations with county.	4.00	250.00	1,000.00
1/2/2013	JLH	Review, revise ARP County Budget 4/2013 to 12/2016.	0.20	135.00	27.00
1/2/2013	RAP	Receive, review draft ARP County Budget 4/2013 to 12/2016; begin mark-up of same; review and analysis of file regarding same.	5.00	250.00	1,250.00
1/4/2013	JLH	Receive, review, profile email exchange with Mr. Bischoff regarding quarterly invoice; discussion with Ms. Olsen regarding submitting same to EPA; finalize documents and submit via facsimile to EPA; conference with Mr. Payne and Ms. Papez regarding preparation for Libby trip and general status/strategy; update calendar with Libby trip commitments; receive, cursorily review, print EPA Schedule regarding same.	2.20	135.00	297.00
1/4/2013	RAP	Receive, review Trihydro quarterly invoice; preparation of email to Mr. Bischoff sending and regarding same; conference with Ms. Papez and Ms. Hoffman regarding preparation for Libby trip and general status/strategy; receive, review EPA Schedule.	0.50	250.00	125.00
1/6/2013	RAP	Receive, review, revise resolution to adopt ARP; email to Mr. Raines regarding same and air sample lab costs .	2.00	250.00	500.00
1/7/2013	JLH	Preparation for Mr. Payne's trip to Libby; discussion with same regarding ARP Budget analysis; reformat Excel Spreadsheet and revise same; revise Budget Form for submission to EPA; preparation of jump drive of documents needed for trip.	3.60	135.00	486.00
1/7/2013	RAP	Preparation for Libby trip; travel to Libby.	5.70	250.00	1,425.00
1/8/2013	CAC	Update Libby news to file.	0.10	30.00	3.00

1/8/2013	JLH	Teleconference with Mr. Payne regarding EPA Excel Budget; recreate portion of same; email to Mr. Bischoff and Mr. Payne.	1.00	135.00	135.00
1/8/2013	JRP	Calculate numbers for Ms. Hoffman's spreadsheet.	0.10	175.00	17.50
1/8/2013	RAP	Conference with Mr. Raines and Ms. Hooper regarding ARP Budget and related matters; conference with Mr. Bischoff regarding proposed Budget for presentation to Commissioners; attend City Council Meeting regarding OU-1 ICs discussion with EPA.	7.50	250.00	1,875.00
1/9/2013	CAC	Update Trihydro asbestos report dated October, 2012 to bucket file.	0.10	30.00	3.00
1/9/2013	RAP	Attend Meeting of Board of Health.	6.80	250.00	1,700.00
1/10/2013	RAP	Return trip from Libby to Helena.	5.50	250.00	1,375.00
1/11/2013	RAP	Review, analysis of budget and exchange emails with Mr. Raines regarding same.	3.50	250.00	875.00
1/14/2013	SSO	Record receipt of grant funds; reconcile trust account; preparation of trust account check for first quarter 2013 grant payment to Lincoln County Treasury, including interest from 2012; mail cover letter and check to Ms. Lauer.	0.40	110.00	44.00
1/14/2013	RAP	Receive, review Mr. Raines' summary of Idaho Panhandle program; email exchange with same regarding same; telephone conference with same.	0.80	250.00	200.00
1/15/2013	CAC	Update attorney notes; Libby news to files; File Payne/Libby presentation binder.	0.10	30.00	3.00
1/15/2013	JLH	Preparation of letter to Ms. Haque-Hausrath sending letter from Mr. Mullen (DEQ) regarding open burning of slash piles at Troy Landfill; scan and email/mail to same.	0.50	135.00	67.50
1/15/2013	RAP	Receive, review, analysis of Mullen letter; telephone conference with Ms. Hooper and Mr. Raines regarding same and response; review, revise letter to Ms. Haque-Hausrath sending letter from Mr. Mullen (DEQ) regarding open burning of slash piles at Troy Landfill; telephone conference with Ms. Hooper regarding same; receive and begin review of other programs from Mr. Raines; begin draft of introduction to ARP budget to Rebecca Thomas.	4.10	250.00	1,025.00
1/16/2013	RAP	Email from Mr. Bischoff regarding ARP budget approval by the Commissioners; complete draft of introduction to ARP budget proposal; send to Ms. Thomas of EPA.	1.60	250.00	400.00
1/24/2013	RAP	Receive, review Trihydro December invoice; exchange emails with Mr. Hooper; Mr. Raines and Mr. Bischoff regarding same.	0.40	250.00	100.00
1/25/2013	RAP	Receive, review Trihydro invoice for compliance with contract, send same to Mr. Raines.	0.60	250.00	150.00
1/28/2013	RAP	Receive, review, analysis of of BNSF's special notice letter; legal research regarding same; exchange emails with ARP staff on various issues.	2.00	250.00	500.00
1/29/2013	RAP	Legal research regarding BNSF's liability.	2.00	250.00	500.00

1/30/2013	CAC	Update correspondence to file.	0.10	30.00	3.00
1/30/2013	SSO	Mail U S Bank's Form 1099 to Mr. Bischoff with cover letter.	0.10	110.00	11.00
2/4/2013	JLH	Cursorily review, profile emails exchanged between Mr. Payne and Mr. Raines and Mr. Bischoff regarding Trihydro December Invoice.	0.30	135.00	40.50
2/4/2013	RAP	Teleconference with Ms. Hooper regarding EPA and the possibility of the ARP taking on the ERS.	0.80	250.00	200.00
2/12/2013	RAP	Teleconference with Mr. Raines and Trihydro regarding beginning process of codifying Health Board Regulations.	0.50	250.00	125.00
2/13/2013	RAP	Continue ARP budget analysis.	3.00	250.00	750.00
2/14/2013	RAP	Continue ARP budget analysis.	4.40	250.00	1,100.00
2/18/2013	RAP	Continue analysis of ARP budget; exchange emails with Mr Raines regarding same.	1.20	250.00	300.00
2/19/2013	JLH	Discussion with Mr. Payne and revisions to Budget outline to include ERS.	1.00	135.00	135.00
2/19/2013	RAP	Receive, review and analysis of proposed budget additions from Mr. Raines; telephone conference with same regarding same; conference with Ms. Hoffman regarding same.	4.00	250.00	1,000.00
2/20/2013	RAP	Preparation for and telephone conference with Ms. Thomas and exchange emails with same regarding ARP budget.	1.50	250.00	375.00
2/22/2013	RAP	Receive and review Trihydro invoice for January; approve same and exchange emails with Mr. Bischoff regarding same.	0.50	250.00	125.00
2/26/2013	CAC	Update attorney notes to file.	0.10	30.00	3.00
2/27/2013	RAP	Preparation for Denver trip; telephone conference with Mr. Raines regarding same and SAP for wood waste.	2.00	250.00	500.00
3/1/2013	JLH	Discussion with Mr. Payne and revisions to EPA Budget with ERS.	0.40	135.00	54.00
3/1/2013	RAP	Telephone conference with Ms. Hooper and Mr. Raines regarding case status and strategy as to ARP budget and trip to Denver; arrange for same; research medical monitoring costs.	1.00	250.00	250.00
3/3/2013	RAP	Final review and revisions to Board of Health's proposed budget to EPA; email to Ms. Thomas regarding same.	1.50	250.00	375.00
3/4/2013	JLH	Receive, review email from Mr. Payne requesting documents for trip to Denver and meeting with EPA; review of file and assemble same.	1.40	135.00	189.00
3/5/2013	CAC	Begin preparation of production of Trihydro documents; travel to Allegra to finalize production of same.	0.70	30.00	21.00
3/5/2013	JLH	Continue preparation for Mr. Payne's meeting with EPA in Denver.	0.50	135.00	67.50
3/6/2013	JLH	Discussion with Ms. Cooper regarding scanning of Trihydro ARP document; receive, review, profile email to Ms. Hooper and Mr. Raines with Notice to EPA Assistance Agreement and	0.30	135.00	40.50

		Fellowship Recipients; receive, reply to text message from Mr. Payne regarding addresses and telephone numbers for Denver contacts.			
3/6/2013	RAP	Travel to Denver, preparation for and attend conference with Ms. Thomas and Mr. Raines (he by phone); telephone conferences with Mr. Raines and Ms. Hooper regarding same; review and analysis of ARP budget regarding same.	8.40	250.00	2,100.00
3/7/2013	JLH	File administration and update Mr. Payne's schedule for Libby trip next week.	0.20	135.00	27.00
3/7/2013	RAP	Telephone conferences with Mr. Raines and Ms. Hooper regarding ARP budget negotiations with EPA and the County; continued conference with Ms. Thomas (and Mr. Raines by phone) regarding same; return to Helena.	8.00	250.00	2,000.00
3/8/2013	CAC	Create new hard file for City-County Board of Health (asbestos Contamination); update TriHydro ARP report to same.	0.20	30.00	6.00
3/9/2013	RAP	Preparation for trip to Libby; telephone conferences with Mr. Raines and Ms. Hooper regarding same.	1.50	250.00	375.00
3/12/2013	RAP	Travel to Libby; conference with Ms. Hooper and Mr. Raines regarding EPA and ARP budgeting issues; preparation for and conference with Ms. Thomas regarding same; conference with Mr. Bischoff regarding negotiations with county over ARP budget.	11.50	250.00	2,875.00
3/13/2013	RAP	Preparation for and attend Board of Health meeting; conference with Ms. Hooper and Mr. Raines regarding case status and strategy on budget issues; help draft request for assistance.	8.00	250.00	2,000.00
3/14/2013	RAP	Conference with Mr. Raines regarding EPA and budget issues; review and revise draft request for assistance; return to Libby.	8.50	250.00	2,125.00
3/15/2013	JLH	Discussion with Mr. Payne regarding Libby trip and negotiations with EPA; locate and forward contact information for Mr. Lewis (Baucus State Director).	0.30	135.00	40.50
3/15/2013	RAP	Preparation for and conference with Mr. Raines regarding DEQ; travel to and from and attend conference with DEQ regarding EPA issues.	2.50	250.00	625.00
3/18/2013	CAC	Update Libby news to file.	0.10	30.00	3.00
3/19/2013	RAP	Exchange emails with Ms. Thomas regarding grant funding; exchange emails with Ms. Hooper regarding same; legal research regarding same.	2.00	250.00	500.00
3/20/2013	JLH	Discussion with Mr. Payne and revise EPA Budget proposal to delete years three through five; preparation of revised Application SF424 EPA form; receive, review email exchange between Mr. Payne and Ms. Guerra regarding same.	1.00	135.00	135.00
3/20/2013	RAP	Preparation for and attend telephone conference with EPA (Cinna and Jasmin) regarding supplemental grant application; work on same; telephone conference with Ms. Hooper regarding same; exchange emails with Mr. Bischoff regarding county's acceptance of same; conference with Ms. Hoffman	4.00	250.00	1,000.00

		regarding same.			
3/21/2013	JLH	Receive, review email exchange between Mr. Payne and Ms. Guerra regarding revised application documents; download from regional website and prepare Budget Documents and Key Contact Information; teleconference with Mr. Payne regarding same.	1.00	135.00	135.00
3/22/2013	CAC	Update Libby news information to file.	0.10	30.00	3.00
3/22/2013	JLM	Assist Mr. Payne in modifying documents and email of same.	0.20	135.00	27.00
3/22/2013	RAP	Complete Supplemental application for funding of ARP to EPA.	5.50	250.00	1,375.00
4/1/2013	CAC	Update incoming documents to file.	0.10	30.00	3.00
4/3/2013	RAP	Receive, review and analysis of emails and letter regarding wood waste issues.	0.50	250.00	125.00
4/5/2013	RAP	Receive, review and comment on draft Status report from Mr. Raines.	1.00	250.00	250.00
4/23/2013	RAP	Telephone conference with and emails regarding EPA approval of interim funding; conference with Ms. Hooper and Mr. Raines regarding same.	2.50	250.00	625.00
4/25/2013	CAC	File administration.	0.10	30.00	3.00
4/25/2013	SSO	Discussion with Mr. Payne regarding amount of EPA 2nd quarter grant payment request; preparation of EPA Payment Request #5, Lincoln County Invoice, and fax cover to Mr. Switzer at EPA.	0.30	110.00	33.00
4/26/2013	JLH	Receive, review, profile email exchange regarding status of funding; receive, review email from Ms. Olsen regarding faxing payment request to EPA.	0.20	135.00	27.00
5/1/2013	JLH	Receive, review, docket EPA Open House Invitation, profile same and discussion with Mr. Payne regarding Libby trip.	0.10	135.00	13.50
5/2/2013	RAP	Budget issues for ARP and for Libby trip next week.	3.00	250.00	750.00
5/3/2013	CAC	File administration.	0.10	30.00	3.00
5/3/2013	RAP	ARP budget issues and preparation for Libby trip next week.	3.50	250.00	875.00
5/6/2013	MAH	Prepare quarterly EPA invoice, EPA request form, and cover sheet for submission; submit same via facsimile; update calendar deadlines and templates.	0.40	110.00	44.00
5/6/2013	RAP	ARP budget and planning, preparation for Libby trip.	2.20	250.00	550.00
5/8/2013	CAC	File administration.	0.10	30.00	3.00
5/9/2013	CAC	File administration.	0.10	30.00	3.00
5/9/2013	JLH	Review, profile previous email exchange between Mr. Payne and Ms. Vallejos and sample Quarterly Reports.	0.30	135.00	40.50
5/9/2013	RAP	Teleconference with Mr. Raines and Ms. Hooper regarding ARP funding and budget in preparation for meeting with Mr. Bischoff.	1.20	250.00	300.00
5/14/2013	RAP	Travel to Libby; conference with Ms. Hooper and Mr. Raines.	7.00	250.00	1,750.00

5/15/2013	JRP	Research CERCLA language per Mr. Payne's request.	0.20	175.00	35.00
5/15/2013	RAP	Prepare for and attend EPA Libby Asbestos Superfund Site Annual Public Meeting; prepare for and attend Troy City Council Meeting.	12.70	250.00	3,175.00
5/16/2013	RAP	Further EPA meetings; return trip to Helena.	7.70	250.00	1,925.00
5/17/2013	LPC	Research regarding deference given to EPA when powers under CERCLA are delegated from the President instead of Congress.	2.10	110.00	231.00
5/17/2013	JLH	Cursorily review, profile various proposed initiative descriptions and language with Mr. Payne's redline; file administration.	1.10	135.00	148.50
5/20/2013	LPC	Continued research regarding deference given to EPA under delegation of power from the President.	3.50	110.00	385.00
5/20/2013	RAP	Review and reply to email from Ms. Guerra regarding web template with grant management subject; telephone conference with same regarding same.	0.70	250.00	175.00
5/21/2013	CAC	Update correspondence.	0.10	30.00	3.00
5/21/2013	RAP	Exchange emails with Ms. Andrea Maddigan (EPA counsel) regarding conference regarding ARP budget.	0.20	250.00	50.00
5/23/2013	JLH	Receive, review email from Mr. Payne regarding WR Grace Bankruptcy Settlement; locate and email same.	0.30	135.00	40.50
5/23/2013	RAP	Receive, review, analysis of Bankruptcy Settlement between WR Grace and EPA; legal research regarding withdrawals from the Superfund in preparation for telephone conference next week with EPA.	1.40	250.00	350.00
5/24/2013	LPC	Continued research regarding Deference to EPA under CERCLA.	1.00	110.00	110.00
5/24/2013	RAP	Receive, review Trihydro's last invoice.	0.20	250.00	50.00
5/28/2013	LPC	Continued research regarding Deference to EPA under CERCLA.	0.50	110.00	55.00
5/28/2013	RAP	Continued legal research regarding withdrawals from Superfund and WR Grace bankruptcy.	3.00	250.00	750.00
5/29/2013	RAP	Preparation for and telephone conference with Ms. Maddigan and Ms. Thomas regarding ARP budget issues; exchange emails and telephone conference with Mr. Raines and Ms. Hooper regarding same.	2.50	250.00	625.00
5/30/2013	RAP	ARP budget analysis; exchange emails with Mr. Raines regarding same.	2.00	250.00	500.00
5/31/2013	RAP	ARP budget negotiations etc.	4.00	250.00	1,000.00
6/3/2013	RAP	Preparation for and telephone conference with Mr. Raines and Ms. Hooper regarding ARP budget issues and general ARP/EPA; telephone conference with Mr. Bischoff as to County's acceptance of budget; receive, review and revise draft additions to ARP draft budget from Mr. Raines.	1.50	250.00	375.00

6/5/2013	JLH	Review of email and docket meeting with Mr. Tony Ward (U of M Associate Professor).	0.20	135.00	27.00
6/6/2013	JLH	Review of file and locate documents for Mr. Payne regarding Amended Application to EPA.	0.50	135.00	67.50
6/7/2013	RAP	Continue ARP issues and exchange emails with Mr. Raines regarding Mr. Ward; receive and review Mr. Ward's prior work.	3.30	250.00	825.00
6/10/2013	JLH	Review of prior emails regarding status of grant application.	0.30	135.00	40.50
6/10/2013	RAP	Exchange emails with and telephone conference with Mr. Raines; review, revise reports and email to Ms. Vallejos and Mr. Pullman sending MBE/WBE Report on EPA Form 5700-52A for grant.	2.50	250.00	625.00
6/11/2013	CAC	Update attorney notes.	0.10	30.00	3.00
6/11/2013	JLH	Complete online SAM transfer from CCR, registration and update information; discussions with Mr. Payne regarding same; receive, review, profile Grant Status Report and MBE/WBE Report; docket future report dates, update to contacts for recipients of same.	2.10	135.00	283.50
6/11/2013	RAP	Assist Ms. Hoffman with SAM registration/update; continue ARP budgeting issues.	2.10	250.00	525.00
6/12/2013	RAP	Continue ARP budget issues.	1.10	250.00	275.00
6/13/2013	RAP	Teleconference with Mr. Raines and Ms. Hooper regarding ARP budget.	1.00	250.00	250.00
6/14/2013	CAC	Discussion with Ms. Hoffman regarding recently printed CCR/SAM registration and any other related documents previously received; research, locate same; create hard file and update all CCR/SAM documents to same.	0.40	30.00	12.00
6/18/2013	RAP	Travel to Missoula and meet with Mr. Ward (U of M Assoc Professor), Mr. Raines and Ms. Hooper regarding Research to Action grant through National Institutes of Health (firewood burning).	8.50	250.00	2,125.00
6/19/2013	RAP	Teleconference with Mr. Raines regarding ARP/EPA/county discussions on budget issues; review and analysis of proposed budget regarding same; exchange emails with same regarding same and general case status and strategy.	2.50	250.00	625.00
6/24/2013	RAP	Exchange emails with Mr. Raines regarding case status and strategy and quarterly report.	0.50	250.00	125.00
6/25/2013	SSO	Discussion with Mr. Payne regarding audit requirements relating to federal grant funds; telephone call with Ms. Jasmin Guerra at EPA regarding same.	0.20	110.00	22.00
6/25/2013	RAP	Receive, review and analysis of draft quarterly report; exchange emails with Mr. Raines regarding same; revisions to same.	0.80	250.00	200.00
6/26/2013	RAP	Receive, review and revise 2nd Draft Quarterly Status Report received from Mr. Raines; telephone conference and exchange emails with same regarding same.	0.50	250.00	125.00

6/27/2013	CAC	Update attorney notes.	0.10	30.00	3.00
6/27/2013	SSO	Review email from Ms. Jasmin Guerra and 33-page Circular No. A-133 regarding audit requirements. locate and review original Grant Administration and Disbursement Agreement; prepare memorandum on audit requirements for Mr. Payne; discussions with Mr. Payne on same and setting up additional trust account for Lincoln County; add review of expended funds to calendared reminders; discuss new trust account requirements with US Bank if additional trust account were to be set up.	3.10	110.00	341.00
6/27/2013	RAP	Receive, review emails regarding meetings scheduled in Libby for week of July 8th; forward same for calendaring; preparation for Libby week.	2.40	250.00	600.00
6/28/2013	JLH	Receive, review email regarding Libby schedule for next week's trip; calendar same.	0.70	135.00	94.50
7/1/2013	RAP	Begin various preparations for Libby trip next week; teleconference with Mr. Spencer Gray regarding request of Baucus to assist with Libby / EPA; teleconference with Mr. Raines regarding same.	2.00	250.00	500.00
7/2/2013	JLH	Discussion with Mr. Payne regarding research and updates to Power Point Presentation Environmental Liability; receive, review email from Mr. Raines regarding confirmed meetings for next week and docket/update same; receive, review, profile draft Grant Budget from Mr. Raines.	1.00	135.00	135.00
7/3/2013	JLH	Review ASTM standard; research regarding same; revisions to Power Point presentation regarding environmental liability; save to flash drive; continued preparation for Mr. Payne's trip to Libby.	1.50	135.00	202.50
7/8/2013	SSO	Review Lincoln County's letter authorizing opening of interest-bearing trust account. Emails with Mr. Payne regarding same; leave message for Ms. Zahnow at US Bank on preliminary steps to open account in Mr. Payne's absence; set up new matter and file for new trust account.	0.30	110.00	33.00
7/8/2013	RAP	Travel to Eureka; attend lunch meeting with Ms. Hooper and Mr. Raines regarding proposed ARP Budget and related issues/matters; meeting with Commissioner Mike Cole and Health Nurse Micki Carvey regarding ARP Budget Issues.	6.00	250.00	1,500.00
7/9/2013	RAP	Attend meeting with Mr. Roll and Ms. Williams; conference with Dr. Black and Mr. Raines regarding ARP; lunch meeting with Ms. Kristin Smith of County Planning Department; attend meeting with Messrs. Berget, Downey, Raines and Ms. Hooper in preparation for EPA discussions.	10.00	250.00	2,500.00
7/10/2013	JLH	Receive, forward letter authorizing additional trust account for EPA funds.	0.10	135.00	13.50
7/10/2013	RAP	Attend O&M Work Group Meeting; attend meeting with Lincoln County Commissioners regarding update in preparation for City/County Health Board meeting; attend meeting regarding	10.50	250.00	2,625.00

		ERS Transition and Database/GIS discussion; attend City/County Health Board meeting regarding ARP and EPA.			
7/11/2013	RAP	Conference with Ms. McDougall regarding CLE on ARP/EPA; meetings with ARP staff; return to Helena.	10.50	250.00	2,625.00
7/15/2013	RAP	Conference with Ms. Hooper and Mr. Raines regarding case status and strategy.	0.50	250.00	125.00
7/16/2013	SSO	Set up Lincoln County trust account at US Bank with Kara Zahnow; discussions with Mr. Payne regarding signatory card and checks for new account.	0.50	110.00	55.00
7/17/2013	RAP	Begin revisions to ARP grant application amendment; legal research regarding same.	2.40	250.00	600.00
7/18/2013	JLH	Receive, review, profile email exchange between Mr. Payne and Mr. Bischoff regarding Commissioners approval of ARP Budget.	0.10	135.00	13.50
7/18/2013	RAP	Exchange emails with Mr. Bischoff regarding Commissioners approval of ARP Budget.	0.50	250.00	125.00
7/22/2013	JLH	Discussion with Mr. Payne; preparation of Amended Application to EPA and related documents for second amended Budget request / year 2.	2.40	135.00	324.00
7/22/2013	RAP	Discussion with Ms. Hoffman regarding preparation of Amended Application to EPA and related documents for second amended Budget request / year 2; review file regarding same.	0.70	250.00	175.00
7/23/2013	RAP	Exchange emails with Ms. Olsen regarding ARP budget and billing issues; review and analysis of same.	0.50	250.00	125.00
7/24/2013	MAH	Transfer 2nd quarter EPA grant funds from City-County Board of Health to Lincoln County Trust; issue Trust check to Lincoln County Treasury.	0.30	110.00	33.00
7/24/2013	JLH	Receive, review, profile email from Ms. Bischoff regarding approval of budget year 2 by Commissioners; discussion with Mr. Payne and Ms. Hanson regarding sending second quarterly EPA grant payment to Lincoln County; preparation of letter to Ms. Lauer sending same; finalize and mail same; discussion with Mr. Payne, receive, review, profile signature page from Mr. Berget for SF 424 Second Amended Grant Application; reformat same and Budget Information submission; forward to Mr. Payne for email submission; receive, review, profile email from Mr. Payne to Ms. Vallejos and Ms. Jasmin.	1.50	135.00	202.50
7/24/2013	RAP	Discussion with Ms. Hoffman and Ms. Hanson regarding second quarterly EPA grant payment to Lincoln County; accompany Ms. Hanson to bank for new trust account checks; receive signature page of Grant Application from Mr. Berget; email to and discussion with Ms. Hoffman regarding reformatting SF 424 Second Amended Grant Application and Budget information; email to Ms. Vallejos and Ms. Jasmin	1.50	250.00	375.00

		sending documents relevant to second amended EPA grant application.			
7/31/2013	SSO	Discussion with Mr. Payne regarding quarterly payments from EPA; prepare invoice, EPA Payment Request and fax cover to EPA for 3rd quarter 2013 submission. .	0.30	110.00	33.00
8/1/2013	JLH	Receive, review email from Ms. Guerra requesting revisions to Budget Detail in Amended Grant Application; discussion with Mr. Payne; review, revise and reformat same; preparation of email to Ms. Guerra sending same.	0.50	135.00	67.50
8/1/2013	RAP	Receive, review email from Ms. Guerra regarding Amended EPA Grant Application and Budget Detail; discussion with Ms. Hoffman regarding same.	0.40	250.00	100.00
8/7/2013	RAP	Preparation of Power Point Presentation explaining ARP and CERCLA.	2.50	250.00	625.00
8/8/2013	JLH	Receive, cursorily review, profile Ambient Air Comparison; discussion with Mr. Payne regarding same.	0.30	135.00	40.50
8/8/2013	JLH	Exchange emails with Mr. Raines and receive, review, forward Ambient Air Comparison; discussion with Ms. Hoffman regarding same.	0.10	135.00	13.50
8/8/2013	RAP	Receive, review and analysis of EPA Ambient Air report; exchange emails with Mr. Raines regarding same; receive, review and revise draft DNRC grant application; exchange emails with Mr. Raines regarding same.	2.50	250.00	625.00
8/9/2013	CAC	Update research and attorney notes.	0.10	30.00	3.00
8/13/2013	RAP	Receive, review and analysis of approval from EPA of budget for 2013-2014; forward to client; exchange emails with same regarding same.	0.40	250.00	100.00
8/14/2013	MAH	Conference with Ms. Hoffman regarding preparation of quarterly EPA invoice, EPA request form, and cover sheet for submission; prepare and submit same via facsimile; update calendar deadlines and templates.	0.50	110.00	55.00
8/14/2013	JLH	Email to Ms. Hanson regarding resubmitting EPA Grant request for payment to Mr. Switzer; discussion with same regarding same; review, revise two PowerPoint presentations for CLE in Libby.	1.10	135.00	148.50
8/14/2013	RAP	Attend (via teleconference) Health Board Meeting to discuss DNRC grant application; preparation of PowerPoint presentation for Libby Asbestos presentation/CLE; exchange emails with staff regarding submission of new invoice to EPA; receive, review and approve same; continued draft of ARP presentation.	3.00	250.00	750.00
8/15/2013	RAP	Continued preparation of and for ARP presentation.	2.00	250.00	500.00
8/16/2013	RAP	Travel to Libby and preparation for ARP presentation; give ARP presentation; conference with Ms. McDougal regarding same.	12.00	250.00	3,000.00
8/17/2013	RAP	Return from Libby.	5.00	250.00	1,250.00

8/19/2013	MAH	Office conference with Mr. Payne regarding receipt of 3rd quarter EPA grant funds; transfer same from City-County Board of Health to Lincoln County Trust.	0.30	110.00	33.00
8/19/2013	RAP	Receive, review and analysis of notification of payment; exchange emails with client regarding same; receive, review and revise transmission to client regarding same.	0.40	250.00	100.00
8/22/2013	MAH	Issue Trust check to Lincoln County Treasury; prepare letter to Ms. Lauer regarding 3rd quarter EPA grant payment and enclosing check.	0.30	110.00	33.00
8/23/2013	RAP	Email exchange with Mr. Tom Smith and Mr. Bill Bischoff regarding payment of TriHydro's last invoice.	0.40	250.00	100.00
8/26/2013	RAP	Exchange emails and telephone conferences with Mr. Tom Smith of TriHydro regarding last invoice is not yet paid; exchange emails with Mr. Bischoff regarding same.	0.30	250.00	75.00
8/27/2013	RAP	Exchange emails with Mr. Raines regarding next visit to Libby.	0.40	250.00	100.00
8/29/2013	RAP	Receive, review and revise next quarter's invoice for ARP; exchange emails and telephone conference with Mr. Bischoff regarding same.	0.80	250.00	200.00
9/2/2013	RAP	Exchange emails with Mr. Raines regarding EPA comparison study.	0.40	250.00	100.00
9/3/2013	MAH	Prepare quarterly EPA invoice, EPA request form, and cover sheet for submission; submit same via facsimile; update calendar deadlines and templates.	0.40	110.00	44.00
9/3/2013	RAP	Exchange emails with Mr. Raines regarding EPA comparison study.	0.50	250.00	125.00
9/5/2013	RAP	Exchange emails with Ms. Hooper regarding ARP status and strategy.	1.40	250.00	350.00
9/6/2013	MAH	Conference with Mr. Payne regarding receipt of EPA funds; issue trust check and draft letter to accompany check; send same to Ms. Lauer.	0.40	110.00	44.00
9/11/2013	CAC	Update attorney notes.	0.10	30.00	3.00
9/16/2013	CAC	Label Mr. Payne's Libby binder as per Ms. Hoffman's instructions.	0.20	30.00	6.00
9/23/2013	RAP	Review requirements of quarterly and annual EPA reports.	0.40	250.00	100.00
9/26/2013	RAP	Receive, review and revise draft quarter and annual EPA reports exchange emails with Mr. Raines regarding same.	1.50	250.00	375.00
9/27/2013	RAP	Final review and revisions to EPA annual and quarterly reports; submit same to EPA.	2.20	250.00	550.00
10/1/2013	JLH	Receive, review, profile letter from EPA to Mr. Payne regarding government shutdown notification; email exchange with Mr. Payne regarding same.	0.10	135.00	13.50
10/1/2013	RAP	Receive and review Government shut down notice; exchange emails with Mr. Raines regarding same.	0.50	250.00	125.00

10/4/2013	RAP	Receive, review letter to DEQ requesting EPA letter; preparation for trip to Libby next week.	2.20	250.00	550.00
10/7/2013	RAP	Travel to Libby for Board of Health meeting; conference with Mr. Raines regarding drafting Grant support agreement between Board and County.	7.50	250.00	1,875.00
10/8/2013	RAP	Preparation for and attend Board of Health meeting; various conferences with ARP staff regarding same.	3.50	250.00	875.00
10/9/2013	RAP	Various conferences with ARP staff; return to Helena.	7.00	250.00	1,750.00
10/14/2013	CAC	Update attorney notes.	0.10	30.00	3.00
10/21/2013	CAC	Update research.	0.10	30.00	3.00
10/25/2013	CAC	Update research.	0.10	30.00	3.00
10/29/2013	RAP	Receive and review DEQ and EPA letters regarding O&M, ARP funding, etc., legal research regarding EPA and DEQ's obligations regarding same.	2.30	250.00	575.00
10/30/2013	RAP	Continued legal research regarding EPA/DEQ O&M funding obligations.	1.70	250.00	425.00
11/18/2013	JLH	Receive, review, docket meeting regarding ARP Budget in December.	0.10	135.00	13.50
12/3/2013	RAP	Travel to Libby; preparation for and attend internal ARP budget pre meeting.	8.00	250.00	2,000.00
12/4/2013	RAP	Preparation for and attend meeting with EPA and DEQ regarding ARP budget; conference with ARP staff following same; post meeting conference with ARP staff regarding same; conference with Mr. Bishoff regarding County's position/acceptance of proposed ARP obligations and funding; return to Helena.	8.00	250.00	2,000.00
12/23/2013	RAP	Receive, review, revise draft quarterly Grant Status Report; exchange emails with Mr. Raines regarding same.	2.50	250.00	625.00
12/26/2013	JLH	Receive, review email from Mr. Payne regarding first quarter 2014 invoice; prepare same and reply email sent; discussion with Mr. Payne regarding amount of invoice.	0.30	135.00	40.50
12/26/2013	RAP	Receive, review final Quarterly Grant Status Report; exchange emails with Mr. Raines regarding same.	0.50	250.00	125.00
12/27/2013	RAP	Receive, review, revise draft ARP 14-15 budget; telephone conference with Mr. Raines regarding same.	2.50	250.00	625.00
1/2/2014	MAH	Prepare quarterly EPA invoice, EPA request form, and cover sheet for submission; submit same via facsimile; update calendar deadlines and templates.	0.40	110.00	44.00
1/2/2014	JLH	Receive, review, profile previously received draft Quarter Grant Status Reports; emails exchanged regarding same; and final Status Report submitted to EPA.	0.50	135.00	67.50
1/2/2014	RAP	Final review of Quarterly Grant Status Report and submit same to EPA.	0.50	250.00	125.00

1/9/2014	JLH	Receive, review email exchange regarding scheduling teleconference with Mr. Raines and Ms. Hooper to discuss EPA/DEQ/ARP meeting in Helena; docket same.	0.10	135.00	13.50
1/10/2014	RAP	Telephone conference with Ms. Hooper and Mr. Raines regarding EPA/DEQ meeting in Helena & ARP budget issues.	0.50	250.00	125.00
1/31/2014	MAH	Conference with Mr. Payne regarding forwarding 1099-INT information for trust accounts to Mr. Bischoff; draft cover letter and send same.	0.50	110.00	55.00
2/3/2014	RAP	Receive, review and analysis of draft 2014-15 ARP budget from Mr. Raines; exchange emails with same regarding same and DEQ's review; exchange emails with Ms. Hoffman regarding same and preparation of amendment to grant application.	1.00	250.00	250.00
2/4/2014	JLH	Receive, review, profile meeting information for EPA to discuss OSRTI letter and response thereto; update docket and RAP calendar.	0.20	135.00	27.00
2/5/2014	JLH	Review of email exchange with Mr. Raines regarding Third Amended Application to EPA for grant funds; prepare same; key contacts, and budget information forms for same.	1.30	135.00	175.50
2/11/2014	RAP	Travel to Libby; conference with ARP staff and conference with same and Ms. Rebecca Thomas regarding ARP issues.	7.00	250.00	1,750.00
2/12/2014	RAP	Various meetings regarding ARP program with EPA, DEQ, and Commissioners.	8.00	250.00	2,000.00
2/13/2014	JLH	Receive, profile Mr. Berry's (EPA) PowerPoint presentation Asbestos in Background Soil.	0.10	135.00	13.50
2/13/2014	RAP	Continued meeting with EPA and DEQ in Libby.	6.50	250.00	1,625.00
2/14/2014	MAH	Conference with Mr. Payne regarding receipt of EPA funds; issue trust check and draft letter to accompany same; send same to Ms. Lauer.	0.40	110.00	44.00
2/14/2014	RAP	Return from Libby.	4.50	250.00	1,125.00
2/20/2014	JLH	Review and format Year 3 Federal Assistance Application and related documents; discussion with Mr. Payne regarding same; revise same; finalize for submission to EPA; email to Mr. Payne sending same.	1.00	135.00	135.00
2/20/2014	RAP	Discussion with Ms. Hoffman regarding Year 3 Federal Assistance Grant Application; teleconference with Mr. Raines regarding same; email sending same to Ms. Vallejos, Ms. Guerra and EPA.	0.90	250.00	225.00
2/21/2014	JLH	Receive, review, profile email and DEQ's comments to proposed 2014 budget; discussion with Mr. Payne regarding same.	1.30	135.00	175.50
2/21/2014	RAP	Receive, review email from Mr. Raines and attached Comments from DEQ to 2014 Budget proposal; reply to same; discussion with Ms. Hoffman regarding same.	2.50	250.00	625.00
2/26/2014	RAP	Legal research regarding State participation in CERCLA (75-10-601 et seq.).	2.50	250.00	625.00

2/27/2014	RAP	Receive, review Five Year Review Notice from EPA.	0.20	250.00	50.00
3/1/2014	RAP	Various emails and efforts for entire month regarding annual budget and DEQ issues regarding same; conference with Ms. Kathi Hooper regarding same.	10.00	250.00	2,500.00
3/3/2014	RAP	Exchange emails with Mr. Raines regarding DEQ cooperative agreement.	0.20	250.00	50.00
3/7/2014	RAP	Prepare for and attend meeting with Mr. Kirley of DEQ regarding Libby and the ARP.	1.50	250.00	375.00
3/11/2014	JLH	Review email from Mr. Raines regarding request for information/documentation for auditors; email to Ms. Hanson regarding same; discussion with Mr. Payne regarding same; reply to Mr. Raines as requested.	0.60	135.00	81.00
3/18/2014	RAP	Exchange emails with and telephone conference with Mr. Raines regarding quarterly EPA report.	1.00	250.00	250.00
3/22/2014	RAP	Receive, review and comment on Draft quarterly report to EPA.	0.50	250.00	125.00
3/27/2014	RAP	Exchange emails with Ms. Jasmin Guerra of EPA regarding modification to ARP budget amendment; effect same and transmit to Ms. Guerra.	1.00	250.00	250.00
4/2/2014	JLH	Receive, review, profile email exchange between Mr. Payne and Ms. Haque-Hausrath regarding scheduling meeting with DEQ and Libby folks; docket same.	0.20	135.00	27.00
4/3/2014	JLH	Receive, review email from Mr. Payne and preparation of 2nd Quarter Invoice for Lincoln County; email to Mr. Payne sending same.	0.50	135.00	67.50
4/3/2014	RAP	Exchange emails and telephone conference with Mr. Bill Bischoff regarding County's ARP invoice for next quarter.	0.40	250.00	100.00
4/8/2014	JLH	Receive, review emails regarding and preparation for Mr. Payne's trip to Libby next week.	1.00	135.00	135.00
4/14/2014	JLH	Preparation for Mr. Payne's trip to Libby.	1.00	135.00	135.00
4/14/2014	RAP	Travel to Libby.	5.00	250.00	1,250.00
4/15/2014	RAP	Various meetings, travel to and from Eureka for Commissioners meeting.	10.50	250.00	2,625.00
4/16/2014	RAP	Various Libby meetings.	10.00	250.00	2,500.00
4/17/2014	JLH	Update Board of Health on SAM website for federal government entity registration.	1.00	135.00	135.00
4/17/2014	RAP	Return travel from Libby to Helena.	5.00	250.00	1,250.00
4/25/2014	JLH	Receive, review, profile email from Mr. Payne to Mr. Raines and Ms. Hooper sending draft Agenda; review, revise, finalize Agenda for April 30th meeting between DEQ and ARP; email same to Ms. Haque-Hausrath for review.	0.30	135.00	40.50
4/29/2014	RAP	Conference with Ms. Hooper regarding meeting with DEQ and ARP; preparation for same.	2.20	250.00	550.00
4/30/2014	JLH	Assist in preparation for meeting with ARP and DEQ.	0.30	135.00	40.50

4/30/2014	RAP	Conference with Ms. Hooper and Mr. Raines to prepare for meeting with DEQ; attend same; conference with Ms. Hooper and Mr. Raines following meeting; telephone conference with Mayor Doug Roll regarding DEQ request for IC's on OU-1 (Water Front Park).	4.50	250.00	1,125.00
5/5/2014	JLH	Exchange emails with Mr. Payne and updates to contacts.	0.20	135.00	27.00
5/13/2014	JLH	Receive, review voicemail from D. C. Orr regarding City of Libby attorney/client privilege; forward same to and discussion with Mr. Payne regarding same.	0.20	135.00	27.00
5/15/2014	JLH	Cursorily review, profile spreadsheet for KRDC Contract and related matters.	0.30	135.00	40.50
6/10/2014	JLH	File administration.	0.30	135.00	40.50
6/19/2014	JLH	Preparation for Mr. Payne's trip to Libby.	1.10	135.00	148.50
6/20/2014	JLH	Continued preparation for Mr. Payne's trip to Libby.	1.00	135.00	135.00
6/24/2014	RAP	Work with ARP staff regarding EPA issues; preparation for and conference with State Senator Vincent and State Representative Bennett regarding EPA/DEQ.	4.00	250.00	1,000.00
7/2/2014	RAP	Receive, review and comment on draft quarterly report from Mr. Raines; exchange emails with and telephone conference with same regarding same.	1.00	250.00	250.00
7/7/2014	MAH	Conference with Ms. Hoffman regarding preparation of quarterly EPA invoice, EPA request form, and cover sheet for submission; submit same via facsimile; update calendar deadlines and templates.	0.40	110.00	44.00
7/7/2014	JLH	Review of docket and discussion with Mr. Payne regarding submission of Second Quarter Invoice to EPA for payment; discussion with Ms. Hanson regarding same; preparation of Third Quarter Invoice and email to Mr. Payne for review/submission; receive, review, profile Grant Status Report for Grant and email to Ms. Vallejos sending same; receive, review, profile ARP Quarterly Status Report and email to Ms. Vallejos sending same.	1.00	135.00	135.00
7/8/2014	JLH	Profile email from Ms. Rodriguez and attachments of information handouts at recent EPA Libby and Troy Public Meetings; review, profile 3rd Quarter Invoice received from Mr. Bischoff; forward same to Ms. Hanson regarding submission to EPA.	0.30	135.00	40.50
7/11/2014	RAP	Preparation for and teleconference with Mr. Raines regarding Libby Asbestos issues/EPA action and strategy; outline EPA/DEQ meeting approach.	1.20	250.00	300.00
7/25/2014	MAH	Conference with Mr. Payne regarding receipt of EPA funds; issue trust check and draft letter to accompany same; send same to Ms. Lauer.	0.30	110.00	33.00
7/28/2014	JLH	Assist Mr. Payne with locating past agreements regarding EPA grant funding.	0.40	135.00	54.00

7/29/2014	JLH	Review, revise, finalize Statement to Lincoln County for payment under EPA grant funds; re-revise per request of Mr. Payne; scan same; receive, review, profile email from Mr. Payne to Ms. Lauer sending same.	0.50	135.00	67.50
7/29/2014	RAP	Exchange emails with Ms. Hoffman regarding Statement to Lincoln County for payment under EPA grant funds; draft email to Ms. Lauer regarding same.	0.60	250.00	150.00
8/1/2014	RAP	Teleconference with Mr. Raines regarding case status and strategy; exchange emails with Mr. Bischoff regarding same; receive, review July O & M Transition Meeting Summary; revise in redline and email to Mr. Raines.	0.50	250.00	125.00
8/5/2014	JLH	Preparation for Allan's trip to Libby.	1.00	135.00	135.00
8/5/2014	RAP	Travel from Helena to Libby; preparation for and attend Health Board Meeting.	7.00	250.00	1,750.00
8/6/2014	RAP	Prepare and attend Board of Health Meeting regarding asbestos issues.	8.00	250.00	2,000.00
8/7/2014	RAP	Return trip from Libby to Helena.	6.00	250.00	1,500.00
8/8/2014	MAH	Prepare quarterly EPA invoice, EPA request form, and cover sheet for submission; submit same via facsimile; update calendar deadlines and templates.	0.40	110.00	44.00
8/15/2014	MAH	Conference with Mr. Payne regarding receipt of EPA funds; issue trust check and draft letter to accompany same; send same to Ms. Lauer with Doney Crowley P.C. statement for services.	0.50	110.00	55.00
9/22/2014	RAP	Travel to Libby; preparation for meetings this week.	6.60	250.00	1,650.00
9/23/2014	RAP	Various meetings in Libby.	8.00	250.00	2,000.00
9/24/2014	RAP	Various meetings in Libby.	8.00	250.00	2,000.00
9/25/2014	RAP	Various meetings in Libby, return to Helena.	8.00	250.00	2,000.00
10/6/2014	MAH	Prepare quarterly EPA invoice, EPA request form, and cover sheet for submission; submit same via facsimile; update calendar deadlines and templates.	0.40	110.00	44.00
10/6/2014	RAP	Receive, review and comment on draft Quarterly Report from Mr. Raines; review file regarding format of same and exchange emails with same regarding same.	1.00	250.00	250.00
10/7/2014	JLH	Receive, cursorily review, profile email from Mr. Raines with final Quarter Grant Status Report.	0.20	135.00	27.00
10/7/2014	RAP	Receive, review email from Mr. Raines and final Quarter Grant Status Report; reply to same regarding submitting Reports directly to EPA; receive, review and comment on MBE/WBE report.	0.50	250.00	125.00
10/8/2014	MAH	Conference with Mr. Payne regarding receipt of EPA funds; issue trust check and draft letter to accompany same; send same to Ms. Lauer with Doney Crowley P.C. statement for services.	0.40	110.00	44.00

10/8/2014	JLH	Review, review, profile email from Mr. Raines to Mr. Pullman (EPA) and MBE/WBE Report (FY 2014); receive, review, profile email from Mr. Raines to Ms. Vallejos (EPA) and Grant Status Report for LCPA; file administration.	0.40	135.00	54.00
10/8/2014	RAP	Review, review Mr. Raines emails to EPA submitting MBE/WBE Report (FY 2014) and Grant Status Report for LCPA.	0.50	250.00	125.00
1/4/2015	RAP	Receive, review and comment on ARP Quarterly Report; exchange emails with Mr. Raines regarding same.	1.00	250.00	250.00
1/5/2015	MAH	Exchange emails with and office conference with Ms. Hoffman regarding preparation of quarterly EPA invoice, EPA request form, and cover sheet for submission; submit same via facsimile; update calendar deadlines and templates.	0.60	110.00	66.00
1/5/2015	JLH	Preparation for Mr. Payne's trip to Libby; review 1st Quarter 2015 County Invoice; email to Ms. Hanson regarding same; receive revised Invoice for processing; receive, review email from Ms. Hanson regarding status of EPA submission; file administration.	0.80	135.00	108.00
1/5/2015	RAP	Discussion with Ms. Hoffman regarding processing first Quarter Invoice and submitting same to EPA for payment.	0.20	250.00	50.00
1/7/2015	RAP	Preparation for and attend meeting with Mr. Raines, Ms. Hooper and Dr. Black regarding tax values and draft Risk Assessment Report.	1.50	250.00	375.00
1/12/2015	MAH	Conference with Mr. Payne regarding receipt of EPA funds; issue trust check and draft letter to accompany same; send same to Ms. Benson with Doney Crowley P.C. statement for services.	0.30	110.00	33.00
1/13/2015	JLH	Review of 2011 files for EPA information regarding toxicity levels; discussion with Mr. Payne regarding same; scan document and profile.	0.50	135.00	67.50
1/14/2015	RAP	Preparation for and attend Board of Health meeting; conference with Dr. Black, Ms. Hooper and Mr. Raines regarding same.	1.50	250.00	375.00
1/30/2015	AKM	File administration.	0.10	30.00	3.00
2/11/2015	RAP	Various EPA and ARP meetings.	3.00	250.00	750.00
3/9/2015	RAP	Exchange emails with Sam Fernandez of EPA regarding form 5700-52A; locate same and resend.	0.50	250.00	125.00
3/17/2015	RAP	Preparation for and conference with ARP staff and Ms. Hooper; conference with Mr. Bischoff regarding same; conference with Ms. Benson regarding same.	3.80	250.00	950.00
3/26/2015	JLH	Exchange emails with Ms. Hanson regarding status of 2nd Quarter Invoice and processing of same.	0.20	135.00	27.00
3/31/2015	RAP	Receive, review and comment on ARP's Quarterly Report; exchange emails with Mr. Raines regarding same.	0.50	250.00	125.00
4/13/2015	JLH	Review of emails regarding SAM registration expiration; submit	0.30	135.00	40.50

		online request for status of registration; discussion with Mr. Payne regarding same.			
4/13/2015	RAP	Email from EPA regarding SAM registration; conference with Ms. Hoffman regarding same.	0.20	250.00	50.00
5/6/2015	RAP	Exchange emails with Mr. Raines regarding ARP budget issues; file research regarding same.	1.10	250.00	275.00
5/12/2015	MAH	Exchange emails with Mr. Payne regarding preparing trust account check for 2014 interest, 1099-INT, and drafting cover letter to Mr. Bischoff; prepare and send same.	0.30	110.00	33.00
5/13/2015	JLH	Receive, review email from Mr. Raines and updated Grant Funding Table and Exhibit 3; discussion with Mr. Payne regarding same; review of Budget Breakdown; email to Mr. Payne with questions; preparation of SF-424 for Budget Year 4; receive, review revised Budget Breakdown; revise SF-424 and email to Mr. Raines for signature of Mr. Cole.	2.50	135.00	337.50
5/14/2015	RAP	Exchange emails with Board of Health members regarding upcoming meeting.	0.50	250.00	125.00
5/18/2015	RAP	Preparation for Board of Health meeting; review and analysis of EPA proposed plan; exchange emails with staff regarding same.	3.00	250.00	750.00
5/19/2015	RAP	Travel to Libby, preparation for and attend Board of Health Meeting.	8.90	250.00	2,225.00
5/21/2015	RAP	Meet with ARP staff regarding progress of comments; return to Helena.	5.00	250.00	1,250.00
5/28/2015	JLH	Review of signed Application (SF-424), reformat same; preparation of Budget Information and Addendum thereto; preparation of updated Key Contacts; locate Exhibit 3 to Budget Breakdown and mark same; finalize all and email to Mr. Payne sending same for submission to EPA.	2.50	135.00	337.50
5/28/2015	RAP	Discussion with Ms. Hoffman and review Application for grant year 4 and related documents; email to EPA group sending same for review.	1.00	250.00	250.00
6/5/2015	JLH	Receive, review, profile email exchange with EPA regarding current funding ceiling and no need for a new application; discussion with Mr. Payne regarding same; preparation of draft invoices for 2nd, 3rd, 4th and 5th Quarters based on approved funding; format and forward same to Mr. Payne; discussion with Mr. Payne and Ms. Hanson regarding confusion as to "quarters" in past letters to City-County Board of Health and resolve same.	1.60	135.00	216.00
6/9/2015	JLH	Follow-up with Mr. Payne regarding status of City-County Board of Health Invoices for EPA.	0.20	135.00	27.00
6/10/2015	JLH	Receive, cursorily review, forward County invoices from Mr. Bischoff for submission to EPA; receive, review email from Ms. Hanson regarding status of same.	0.20	135.00	27.00

6/12/2015	JLH	Receive, review, profile email from EPA (forwarded by Mr. Raines) regarding budget approval; discussion with Mr. Payne regarding same; exchange emails with Ms. Hanson regarding Invoices received from Mr. Bischoff.	0.20	135.00	27.00
6/30/2015	RAP	Exchange emails with EPA and staff regarding grant withdrawal request; receive and review Assistance Amended regarding same; exchange emails with Mr. Switzer and Ms. Hanson regarding site designation.	1.00	250.00	250.00
7/1/2015	RAP	Exchange emails with Ms. Hanson regarding grant administration; review application for next quarter.	0.50	250.00	125.00
7/7/2015	JLH	Receive, review, profile emails regarding status of funds from EPA and sending same to County.	0.20	135.00	27.00
7/7/2015	RAP	Exchange emails with staff regarding grant funds dispersal and invoices for next quarter.	0.50	250.00	125.00
7/8/2015	JLH	Review, profile email exchange regarding next quarter invoice.	0.10	135.00	13.50
7/8/2015	RAP	Exchange emails with Mr. Raines regarding Quarterly Report to EPA other grant issues.	0.50	250.00	125.00
8/11/2015	JLH	Receive, review email from EPA regarding enrollment in automated standard application for payments; reply to same.	0.20	135.00	27.00
9/8/2015	RAP	Travel to Libby.	4.00	250.00	1,000.00
9/9/2015	RAP	Conference with Ms. Hooper and Mr. Raines regarding status of ARP; conference with Mr. peck regarding same.	2.00	250.00	500.00
9/10/2015	RAP	Meeting with commissioners and Ms. Benson, conference with ARP staff; return to Helena.	8.00	250.00	2,000.00
9/21/2015	JLH	Receive, cursorily review, profile 2015 Libby Troy Asbestos Site Distribution List.	0.10	135.00	13.50
10/1/2015	JLH	Receive, review, profile ARP Quarterly Status Report.	0.20	135.00	27.00
10/1/2015	RAP	Receive, review and analysis of ARP Quarterly report from Mr. Raines; exchange emails with same regarding same; receive and review email from EPA (Lewis Ardella) regarding changes to EPA's grants home page.	0.50	250.00	125.00
10/2/2015	JGC	Conference with Mr. Payne regarding Board of Health and EPA grants; research OBM circulars.	1.60	175.00	280.00
10/2/2015	JLH	Discussion with Mr. Payne and review of file to locate relevant agreements, grant applications, County invoices and draw requests to EPA; email to Mr. Payne and Mr. Connors sending all.	1.50	135.00	202.50
10/2/2015	RAP	Conference with Mr. Connors regarding Board of Health's EPA Grant and administration issues.	1.00	250.00	250.00
10/5/2015	JLH	Assist with preparation for Mr. Payne's trip to Libby and EPA Audit; discussion with same regarding same.	3.10	135.00	418.50
10/6/2015	JGC	Teleconference with Mr. Payne regarding Board of Health documents.	0.20	175.00	35.00

10/6/2015	JLH	Teleconference with Mr. Payne and discussion with Ms. Hanson regarding information needed during EPA audit meeting.	0.30	135.00	40.50
10/6/2015	RAP	Telephone conference with Mr. Connors regarding grant documents; telephone conference with Ms. Hoffman regarding grant information I need information; conference with Mr. Denning and Mr. peck regarding grant issues; conference with Mr. Denning and Ms. Benson regarding same.	5.50	250.00	1,375.00
10/7/2015	MAH	Teleconference with Mr. Payne regarding Auditor Bob Denning needing information regarding trust accounts and EPA requests; leave voicemail for Mr. Denning regarding same.	0.20	110.00	22.00
10/7/2015	RAP	Telephone conference with Ms. Hanson regarding information Mr. Denning requires; return to Helena.	5.20	250.00	1,300.00
10/8/2015	MAH	Exchange emails with Mr. Denning regarding sending him copies of EPA draw requests, bank statements, and account detail from ProLaw.	0.30	110.00	33.00
10/12/2015	MAH	Organize and scan all draw requests that have been submitted to EPA; compile and scan all bank statements, electronic records, and reconciliations; exchange emails with Mr. Payne regarding same; email all scans to Mr. Denning as per his request.	2.70	110.00	297.00
10/14/2015	JLH	Discussion with Mr. Payne regarding locating documents relative to ARP; convert same; review, revise same; receive, review, profile email to Ms. Benson regarding use of county's EIN and current June - Sept. invoice; revise Entity Information Form to include attachment; email same to Mr. Payne for submission; receive, review email to Ms. Smith sending Entity Information Form for processing; preparation of Amended Interlocal Agreement, City Resolution and County Resolution regarding same; email to Mr. Payne regarding same.	2.40	135.00	324.00
10/14/2015	RAP	Conference with Ms. Hoffman regarding grant administration issues; exchange emails with same regarding same.	0.40	250.00	100.00
10/15/2015	JLH	Discussion with Mr. Payne and receive, review, profile email to Ms. Smith resubmitting Entity Information form with attachments; receive, review, profile email to Mr. Denning sending copy of Entity Information Form; file administration.	0.30	135.00	40.50
10/19/2015	JLH	Receive, review, profile email from Ms. Butler-Spring regarding follow-up questions on Entity Information Form submitted to State Department of Administration; discussion with Mr. Payne regarding same; receive, review, profile Mr. Payne's reply to same; locate EIN for Board of Health and send via email to Mr. Payne.	0.30	135.00	40.50
10/26/2015	JLH	Review of Amended Interlocal Agreement, City Resolution and County Resolution; finalize same; format as PDF for emailing; discussion with Mr. Payne regarding same; receive, review, profile email to Ms. Hooper sending same for review; receive, review, profile email to Mayor Roll sending same for review.	2.10	135.00	283.50

10/27/2015	JGC	Attend meeting with Mr. Payne regarding the County's audit; draft email to Mr. Payne regarding GASB and OBM requirements.	1.90	175.00	332.50
10/27/2015	JLH	File administration / organization relative to Audit.	1.40	135.00	189.00
10/27/2015	RAP	Attend meeting with Mr. Connors regarding grant audit issues; exchange emails with same regarding same.	1.50	250.00	375.00
10/29/2015	JGC	Discuss GASB #61 with Mr. Payne; research interplay between GASB statements and OBM Circulars; draft email regarding same.	1.00	175.00	175.00
10/29/2015	RAP	Conference with Mr. Connors regarding GASB #61 as to proper grant administration.	0.40	250.00	100.00
11/2/2015	JGC	Draft Memorandum for Mr. Payne regarding Lincoln County's audit.	1.60	175.00	280.00
11/3/2015	JGC	Draft Memorandum regarding application of GASB statements and Mr. Denning's report.	2.10	175.00	367.50
11/9/2015	JLH	Receive, review, profile letter from Department of Administration regarding annual financial reporting requirements for Montana local government entities; docket same.	0.20	135.00	27.00
11/13/2015	JGC	Revise Memorandum regarding Mr. Denning's report to provide additional background on GASB and OBM statements.	0.40	175.00	70.00
11/19/2015	JGC	Revise Memorandum regarding application of GASB and Mr. Denning's report to address Mr. Payne's changes.	0.90	175.00	157.50
11/19/2015	RAP	Receive, review and analysis of memorandum from Mr. Connors regarding Denning report and how to address grant administration issues.	0.50	250.00	125.00
11/20/2015	JLH	Receive, review, profile Press Release-EPA Announce Final Risk Assessment and the Libby Site-wide Human Health Risk Assessment-ES.	0.40	135.00	54.00
11/24/2015	JGC	Research experts on GASB and OBM issues; email potential experts.	0.50	175.00	87.50
11/24/2015	JLH	Receive PDF Interlocal Agreement; reformat same; review, revise same and resolve as many conversion issues as possible; email to Mr. Payne regarding same.	1.00	135.00	135.00
12/7/2015	RAP	Travel to Libby to meet with ARP staff and Mr. Peck regarding Grant administration issues raised by Mr. Denning; preparation for same.	5.00	250.00	1,250.00
12/8/2015	JGC	Exchange emails with the Expert Institute regarding expert witnesses on government accounting standards; teleconference with Ms. Dare regarding same.	0.50	175.00	87.50
12/8/2015	RAP	Review, analysis of ARP program progress and compliance with Work Plan; conference with ARP regarding same; preparation for conference with Mr. Peck; legal research regarding Grant administration; telephone conference with Mr. Connors regarding same.	4.50	250.00	1,125.00

12/9/2015	JGC	Teleconference with Mr. Venture regarding potential expert witnesses.	0.20	175.00	35.00
12/9/2015	RAP	Continued review, analysis of ARP progress and compliance with Work Plan while in Libby; conference with Mr. Peck and ARP staff regarding administration issues.	4.50	250.00	1,125.00
12/10/2015	RAP	Attend to various ARP issues while in Libby; return to Helena.	5.50	250.00	1,375.00
12/11/2015	JGC	Teleconference with Mr. Lindsay and Ms. Dare regarding the GASB standards and potential dates for a meeting; exchange emails with Mr. Payne regarding same.	0.40	175.00	70.00
12/11/2015	RAP	Conference with Mr. Connors regarding grant administration issues and legal research regarding same.	1.50	250.00	375.00
12/14/2015	RAP	Legal research regarding grant administration.	1.10	250.00	275.00
12/15/2015	JGC	Exchange emails with Mr. Sekora regarding meeting times; review and revise Memorandum regarding GASB and OBM standards.	0.40	175.00	70.00
12/15/2015	RAP	Receive, review email from Mr. Mike Cole regarding request to respond to Mr. Denning; exchange emails and conference with Mr. Connors regarding status of legal research regarding grant administration issues raised by Mr. Denning; legal research regarding same; exchange emails with same regarding scheduling issue with Wipfli accountants .	1.00	250.00	250.00
12/16/2015	RAP	Exchange emails and conference with Ms. Hansen regarding status of grant draw and reimbursement requests.	0.50	250.00	125.00
12/18/2015	JGC	Office conference with Mr. Payne, regarding Mr. Denning's report; draft Memorandum regarding blended component units.	0.90	175.00	157.50
12/18/2015	RAP	Conference with Mr. Connors and preparation for conference regarding consultation on grant administration issues raised by Mr. Denning; conference with Mr. Connors, review memo from Mr. Connors regarding same.	3.30	250.00	825.00
12/21/2015	JGC	Draft questions for Mr. Denning; teleconference with Mr. Payne and Mr. Denning same; draft suggested responses to Mr. Denning's report.	1.90	175.00	332.50
12/21/2015	RAP	Conference with Mr. Connors regarding status and strategy with respect to grant administration issues raised by Mr. Denning; legal research regarding same; telephone conference and exchange emails with Mr. Denning regarding same.	2.50	250.00	625.00
12/22/2015	JGC	Teleconference with Mr. Payne and Mr. Denning; draft redline edit of Mr. Denning's report; email same to Mr. Denning.	1.30	175.00	227.50
12/22/2015	RAP	Conference with Mr. Connors regarding status and strategy with respect to grant administration issues raised by Mr. Denning; legal research regarding same; telephone conference with Mr. Denning regarding same.	2.70	250.00	675.00
12/23/2015	JLH	Receive, review, profile email and ARP report; discussion with Mr. Payne regarding same; receive, review email exchange regarding comparing first and second draft reports; receive,	0.50	135.00	67.50

		review, profile email from Mr. Peck forwarding his response email to Mr. Denning regarding audit matters.			
12/23/2015	RAP	Receive, review, revise draft report regarding Grant administration issues; exchange emails with Mr. Connors regarding same; exchange emails with Mr. Denning regarding same; receive, review, analysis of Mr. Denning's final draft report.	2.50	250.00	625.00
1/12/2016	RAP	Preparation for and telephone conference with Mr. Raines regarding grant administration issues and OU3 wild fire monitoring addition Cooperative Agreement.	0.50	250.00	125.00
1/13/2016	JGC	Exchange emails with Mr. Lindsay regarding Mr. Denning's second draft report.	0.50	175.00	87.50
1/13/2016	RAP	Exchange emails with Mr. Raines regarding grant fund withdrawals for Sept -Dec.	0.20	250.00	50.00
1/19/2016	JGC	Office conference with Mr. Payne regarding drafting a response to Mr. Denning's report.	0.40	175.00	70.00
1/19/2016	JLH	Discussion with Mr. Payne regarding teleconference with Board of Health and needing amount of EPA grant payments for the fiscal year; discussion with Ms. Hanson regarding same; receive, review, profile Work Plan Addendum, Grant Funding Table from Mr. Raines; discussion with Mr. Payne regarding same; exchange emails with Mr. Payne regarding same.	0.50	135.00	67.50
1/19/2016	RAP	Preparation for and attend telephonically Board of Health Meeting regarding supplemental grant application to assist Forest Service regarding OU 3; exchange emails with and telephone conference with Mr. Raines regarding same; receive, review and analysis of material for supplemental application; exchange emails with Ms. Hoffman regarding same; research requirements for supplemental grants.	5.50	250.00	1,375.00
1/20/2016	JLH	Receive, review, profile email from Mr. Raines regarding Supplemental Grant Application and documentation relevant to same.	0.30	135.00	40.50
1/21/2016	JLH	Review email from Mr. Raines regarding Supplemental Grant Application to EPA and Addendum to Work Plan and Budget Analysis; profile same; discussion with Mr. Payne regarding same; preparation of Supplemental Grant Application and Key Contacts; email to Mr. Cole sending same for signature.	1.90	135.00	256.50
1/22/2016	JGC	Draft responses to four comments/recommendations raised by Mr. Denning's second draft report.	0.50	175.00	87.50
1/22/2016	JLH	Finalize Supplemental Grant Application; discussion with Mr. Payne regarding signature page; finalize supporting documentation thereto; email to Mr. Payne regarding email addresses for submission of same; receive, review, profile email to EPA and others from Mr. Payne submitting same.	1.60	135.00	216.00
1/22/2016	RAP	Receive and review Mr. Connors' draft responses to Denning's	1.50	250.00	375.00

		four recommendations; conference with same regarding same; receive, review and revise draft supplemental grant application from Ms. Hoffman; conference with same regarding same.			
1/26/2016	JGC	Draft revised letter to Chairman Cole regarding issue raised in Mr. Denning's second draft report.	0.50	175.00	87.50
1/26/2016	JLH	File administration; process Annual Financial Report to State of Montana Department of Administration; discussion with Mr. Payne regarding same.	0.60	135.00	81.00
1/26/2016	RAP	Receive, review and comment on draft letter to Chairman Cole regarding recommended responses to Denning Report recommendations.	0.40	250.00	100.00
1/27/2016	JGC	Revise letter to Chairman Mike Cole regarding Mr. Denning's report to address workable solutions the Board of Health and the County can live with.	1.80	175.00	315.00
1/27/2016	JLH	Receive, review, profile email from Ms. Vallejos regarding status of Supplemental Grant Application and need to submit to Grants.gov; discussion with Mr. Payne regarding same; receive, review, profile email from Mr. Raines regarding status of same.	0.40	135.00	54.00
1/27/2016	RAP	Receive and review final letter to Chairman Cole; conference with Mr. Connors regarding same; conference with Ms. Hoffman regarding supplemental grant application; exchange emails with Mr. Raines regarding issue with supplemental grant application.	1.20	250.00	300.00
1/29/2016	JGC	Revise letter to Chairman Cole to address issues raised by Mr. Peck in his email.	1.50	175.00	262.50
1/29/2016	JLH	Receive, review, profile email from EPA regarding status of Supplemental Grant Application; discussion with Mr. Payne regarding same; login to SAM registration and update same; receive, review email confirmation regarding same; email exchange with Mr. Raines regarding same; docket next update; discussion with Mr. Payne to provide codes to add Mr. Raines as a contact in order to submit Supplemental Application to Grants.gov; receive, review, profile acknowledgement of account set-up in Grants.gov.	2.20	135.00	297.00
1/29/2016	RAP	Receive and review email from Mr. Peck regarding letter to Chairman Cole and conference with Mr. Connors regarding same; conference with Ms. Hoffman regarding supplemental grant application.	1.00	250.00	250.00
2/8/2016	JLH	Receive, review, profile EPA announcement regarding ROD final and talking points regarding same.	0.20	135.00	27.00
2/11/2016	JLH	Receive, review, profile EPA Assistance Amendment #5 for the \$55,000 increase; receive, review, profile email exchange between Mr. Payne and Mr. Raines regarding same and need for ARP to submit invoice for amount.	0.40	135.00	54.00
2/17/2016	JLH	Receive, review, profile Invoice received from Mr. Raines for	0.20	135.00	27.00

		work completed under the OU3 Wildfire Modeling Effort; discussion with Mr. Payne regarding same.			
2/18/2016	JGC	Review, revise letter to Mr. Mike Cole regarding Mr. Denning's report.	0.40	175.00	70.00
2/18/2016	JLH	Review, revise letter to Ms. Cole responding to the Second Draft Report of Mr. Denning.	1.30	135.00	175.50
2/18/2016	AKM	Finalize letter from Mr. Payne to Mr. Cole; mail same.	0.70	30.00	21.00
2/25/2016	JGC	Draft Amended Fee Agreement and amendment to Activity Support Agreement and Grant Administration and Disbursement Agreement.	1.20	175.00	210.00
2/25/2016	RAP	Preparation for and attend City-County Board of Health meeting via teleconference regarding grant administration issues.	2.00	250.00	500.00
2/26/2016	JGC	Review amendments to Fee Agreement and Activity Support Agreement.	0.30	175.00	52.50
2/26/2016	JLH	Review, revise Amendment to Fee Agreement and Amended Activity Support Agreement and Grant Administration and Disbursement Agreement; discussion with Mr. Payne regarding same; discussion with Mr. Payne regarding changing bank account to which EPA makes payments under the grant; discussion with Ms. Hanson regarding same.	1.50	135.00	202.50
3/1/2016	RAP	Receive and review draft advertisement for IC committee; respond to same.	0.50	250.00	125.00
3/3/2016	JGC	Draft combined agreement to supersede Activity Support Agreement and Grant Administration and Disbursement Agreement; revise Amended Fee Agreement.	2.10	175.00	367.50
3/3/2016	RAP	Receive and review BOH minutes.	0.40	250.00	100.00
3/4/2016	JGC	Draft proposed letter from Mike Cole as chair of the Board of Health to Mr. Bob Denning regarding his second draft report; revise combined agreement to supersede Activity Support Agreement and Grant Administration and Disbursement Agreement.	0.40	175.00	70.00
3/8/2016	RAP	Review and analysis of new Activity Support agreement and grant administration agreement.	1.40	250.00	350.00
3/22/2016	JLH	Receive, review email from Mr. Payne regarding password for Grants.gov expiring; update same online.	0.40	135.00	54.00
3/22/2016	RAP	Email from Grants.gov regarding password; exchange emails with Ms. Hoffman regarding same.	0.20	250.00	50.00
3/23/2016	RAP	Receive and review application to IC committee; teleconference with Mr. Rains regarding same and ARP status and strategy.	1.00	250.00	250.00
4/6/2016	RAP	Exchange emails with Mr. Rains regarding status of grant draws; wait on hold for BOH meeting regarding same, but no one ever picked up.	1.20	250.00	300.00
4/7/2016	JLH	Receive, review, profile email exchange between Mr. Payne	0.50	135.00	67.50

		and Mr. Raines regarding status of requesting funding from EPA grant; forward same to Ms. Hanson.			
6/15/2016	RAP	Check on status of grant funds and email to Mr. Cole and Mr. Roll.	0.50	250.00	125.00
6/17/2016	JGC	Research filing deadlines for end of the EPA grant.	1.50	175.00	262.50
6/22/2016	JGC	Teleconference with Mr. Switzer regarding payment requests; exchange emails regarding same.	0.60	175.00	105.00
6/22/2016	JLH	Receive, review, profile email exchange regarding time limit to submit payment requests at end of EPA grant period.	0.30	135.00	40.50
11/30/2016	JLH	Discussion with Mr. Payne and preparation of resignation letter to Mr. Cole regarding City-County Board of Health for Lincoln County; receive, review, forward enclosure to same to Ms. Milburn.	0.60	135.00	81.00
11/30/2016	AKM	Finalize letter to Mr. Cole; mail same.	0.20	30.00	6.00
2/13/2017	JLH	Receive, review, profile email to Mr. Raines and Ms. Hooper regarding closing out documents due to EPA reminder and need for new grant administrator.	0.10	135.00	13.50
2/13/2017	JLH	Receive, review, profile email from Mr. Raines regarding still negotiating with EPA for a new grant/agreement.	0.10	135.00	13.50

Sub-total Fees: 286,560.50
 Discount: -12.85

Rate Summary

Lucy Page Chesnutt	7.10 hours at \$ 110.00/hr	781.00
Jack G. Connors	27.50 hours at \$ 175.00/hr	4,812.50
Ceri A. Cooper	4.30 hours at \$ 30.00/hr	129.00
Melissa A. Hanson	10.70 hours at \$ 110.00/hr	1,177.00
Jeri L. Hoffman, ACP	124.90 hours at \$ 135.00/hr	16,861.50
Jennifer L. Maichel, CP	0.20 hours at \$ 135.00/hr	27.00
Anna K. Milburn	1.00 hours at \$ 30.00/hr	30.00
Sandi S. Olsen	11.70 hours at \$ 110.00/hr	1,287.00
Jacqueline R. Papez	5.30 hours at \$ 175.00/hr	927.50
R. Allan Payne	1,042.10 hours at \$ 250.00/hr	260,525.00
Laura Welker	0.10 hours at \$ 30.00/hr	3.00

Total hours 1,234.90

Expenses

	<u>Amount</u>
5/22/2017 Color photocopy charge	22.00
5/22/2017 Photocopy charge.	72.15
5/22/2017 Postage charge.	14.77
12/3/2013 Roundtrip mileage by Mr. Payne, Helena/Libby.	318.66
2/14/2014 USPS - Certified to Ms. Lauer.	6.49
4/18/2014 Roundtrip mileage for Mr. Payne, Helena/Libby.	314.72

4/28/2014	Meals for Mr. Payne while in Libby.	158.97
6/26/2014	Roundtrip mileage by Mr. Payne Helena/Libby.	315.84
8/5/2014	Mileage round trip from Helena to Libby for Mr. Payne.	315.84
9/26/2014	R. Allan Payne.	315.84
1/7/2015	Roundtrip mileage for Mr. Payne Helena/Libby.	157.92
1/16/2015	Roundtrip mileage for Mr. Payne Helena/Libby.	157.92
6/23/2015	R. Allan Payne.	105.28
9/9/2015	Roundtrip mileage by Mr. Payne, Helena/Libby, MT (Split).	97.29
2/28/2017	Photocopies.	0.45

Sub-total Expenses: 2,374.14

Total Current Billing: 288,921.79

Previous Balance Due: 0.00

Total Payments: 0.00

Total Now Due: 288,921.79

Trust Balance: 82.46