

MONTANA DEQ

# FISCAL YEAR 2010 REMEDIATION DIVISION ANNUAL REPORT

July 1, 2009 – June 30, 2010

It is the mission of the Montana Department of Environmental Quality to protect, sustain and improve a clean and healthful environment to benefit present and future generations.

It is the mission of the Remediation Division to protect human health and the environment by preventing exposure to contaminants released to soil or water, and to oversee compliance with state and federal laws and regulations.

## REMEDIATION DIVISION

The Remediation Division is one of four divisions under the Montana Department of Environmental Quality (DEQ). The Division is responsible for overseeing investigation and cleanup activities at state and federal Superfund sites, reclaiming abandoned mine lands, implementing corrective actions at sites with leaking underground storage tanks, and overseeing groundwater remediation at sites where agricultural and industrial chemical spills have caused groundwater contamination. The purpose of these activities is to protect human health and the environment; to prevent human and ecological exposure to hazardous or deleterious substances that have been released to soil, sediment, surface water, or groundwater; and to ensure compliance with applicable state and federal regulations.

The division's Mine Waste Cleanup and Hazardous Waste Site Cleanup Bureaus and their respective sections and programs facilitate site cleanup. Program staff includes bureau chiefs, section supervisors, environmental science specialists, reclamation specialists, and other technical program staff. The Division Administrator oversees and ensures program administration. The Division Administrator's Office includes the division administrator, office manager and administrative professional staff, the fiscal officer and staff, information technology systems analyst and the public information officer.



### INSIDE THIS REPORT

MINE WASTE  
CLEANUP BUREAU

HAZARDOUS WASTE  
SITE CLEANUP  
BUREAU

DIVISION  
ADMINISTRATOR'S  
OFFICE

DIVISION  
INDICATORS TABLE

### REMEDIATION DIVISION

1100 NORTH LAST  
CHANCE GULCH  
PO BOX 200901  
HELENA, MT  
59620-0901

FIELD OFFICES  
IN BILLINGS  
AND KALISPELL

(406) 841-5000

[WWW.DEQ.MT.GOV](http://WWW.DEQ.MT.GOV)

SANDI OLSEN  
DIVISION  
ADMINISTRATOR  
(406) 841-5001  
[SOLEN@MT.GOV](mailto:SOLEN@MT.GOV)

## MINE WASTE CLEANUP BUREAU

### Restoration Economy

Mine waste cleanup projects have brought hundreds of millions of remedial construction dollars and thousands of jobs to Montana's economy. A state government report released in FY 2010 outlines the economic benefits of remediation and reclamation of mine waste. *An Estimation of Montana's Restoration Economy*, September 2009, completes a case study on the Silver Bow Creek Superfund site in the Upper Clark Fork Basin to determine what types and how many jobs are involved in the remediation and restoration industry. One finding indicates that 31 jobs and \$2.59 million in economic activity are created for every million dollars of funding spent on remediation and restoration.

### Abandoned Mines Section

**Purpose:** Montana's Abandoned Mine Land Reclamation (AML) Program within DEQ is responsible for cleanup and reclamation of historic (pre-1977) mining-related disturbances. In effect since 1980, Montana's AML Program is regulated by federal and state statutes, and by Montana's Approved Abandoned Mine Reclamation State Plan published in the Code of Federal Regulations. The AML Program is funded by a federal grant under the Surface Mining Control and Reclamation Act.

**Program highlights:** The Snowshoe Abandoned Mine Reclamation Project in Lincoln County was completed the last week of June 2010. This was the fourth year of construction on the project. This cooperative project with the US Forest Service involved removal of mine waste and tailings from the floodplain and stream channel of Snowshoe Creek. The waste was then placed in an engineered repository located in a high and dry location on USFS property. A Financial Assistance Agreement with the USFS and a \$300,000 grant from the 2007 legislative session provided funds to supplement the Montana AML grant. Monitoring the success of this project will start in fall 2010 and continue for three years.

The Spring Meadow Lake Mine Reclamation Project was completed in December 2010 with final seeding and trail rebuilding. The project involved removal of lead and arsenic contaminated soil and mine waste from Spring Meadow Lake State Park. Contaminated sediments were excavated from the lake during the winter months while the lake was frozen and water levels were at seasonal lows. Excavation on shore took place during the summer and fall months of 2010. The reclamation contract required the contractor to haul and dispose of waste and soils to a licensed local landfill. Some waste was treated before disposal to meet landfill requirements. More than 85,000 people a year visit the park, giving this project special significance. In fact, Governor Brian Schweitzer joined DEQ and officials from other state agencies for a news event to announce project completion and re-opening of the park trail system.

Reclamation construction started on the McLaren Tailings Abandoned Mine Reclamation Project at Cooke City. The McLaren project is the largest contract awarded for abandoned mine reclamation work to-date by the Montana AML program. Construction started in June 2010 on this 6-year project. First year work will involve construction of bridges, access roads, and infrastructure such as the dewatering system and water treatment plant. A 100-day work season is contemplated for 2010.

The Bald Butte Mine and Millsite and the Great Divide Tailings projects near Marysville were designed, bid and awarded during the spring of 2010. During the design stage of this project, the Great Divide Tailings, located on BLM property which is leased for use by the Great Divide Ski Area, were incorporated into the project. A Financial Assistance Agreement with BLM will provide funds to address the Great Divide portion of the project as well as to provide for a secure mine waste repository location on BLM-managed property. Construction began in July 2010 and is scheduled to last for three construction seasons.

Coal Fire Abatement projects were designed, bid, and awarded for the Shepherd Area Fires north of Billings in Yellowstone and Musselshell Counties, and for the Miles City Area Fires in Custer County. Work was completed on the Shepherd Area Coal Fires project this year and work is scheduled for completion on the Custer County project by August 2010.

Reclamation investigations and an Engineering Evaluation and Cost Analysis (EE/CA) were completed at Garnet Priority Mine Site near Pony. Public meetings were held and the AML program is responding to comments before finalizing the decision documents and producing a final bid document. Garnet will be a significant project as the reclamation will have to include source control of contaminated mine drainage.

## MINE WASTE CLEANUP BUREAU—CONTINUED

The Highland Mine project near Butte saw the completion of reclamation investigation and an EE/CA. Public meetings were held, comments addressed, and the project has been bid and awarded for construction during summer and fall of 2010.

The Beal Mine project near Anaconda is funded in part through a state grant program. The project has consisted of public meetings, a comment period, and a Participation Agreement developed with the USFS for site access. Design has been completed and bids were received just before the end of the fiscal year for work to take place during summer and fall of 2010.

### Construction Services Section

**Purpose:** The Construction Services Section (CSS) is responsible for the remedial cleanup of 22 miles of Silver Bow Creek, extending from Butte to the Warm Springs Ponds, and 43 miles of the Clark Fork River bank and associated flood plain, extending from Warm Springs Ponds to areas west of Garrison Junction. This work, overseen by the EPA, is funded by a legal settlement with Atlantic Richfield Corporation (ARCO) completed under federal superfund law. The 1999 settlement for Silver Bow Creek provided \$80 million for cleanup of the creek and the 2008 Clark Fork settlement brought \$96 million to the state for Clark Fork River cleanup.

**Program Highlights:** Streamside Tailings Operable Unit construction continued in the Fairmont to Opportunity area of Silver Bow Creek, and work began in the Durant Canyon west of Miles Crossing as a part of the ongoing remedial effort. The canyon section will be one of the most difficult and challenging because of the physical constraints of a narrow canyon and the logistics of working around two operating rail lines. Compost procurement and application, seeding, and weed control continued along the creek. Live trout have now returned to reclaimed portions of the creek, as well as deer and elk. A mink and a trumpeter swan were also seen in the remediated wetlands, indicating the ecosystem is returning. Approximately 75 percent of the 22-mile stretch has now been cleaned up. The entire project, which extends from the I-15/I-90 bridges west of Butte to Warm Springs Ponds, is expected to be completed by 2012.

Work is just getting underway on the Clark Fork River project. Design level sampling was performed along the Clark Fork River downstream from Warm Springs Ponds, in parts of the town of Deer Lodge, and on nearby Eastside Road properties. Sampling was necessary to assess the extent of risk to the public and the environment, and sampling results identify areas of contamination that require removal, determine the depth of removals, and determine site-specific *in-situ* treatment requirements such as the amount of lime needed in a particular area.

In fall 2009, the program hosted a soil sampling demonstration for the public. This public outreach took place at the Warm Springs Fishing Access on Warm Springs Road along the river, and was well attended by the community. Presenters demonstrated sampling techniques, such as the use of X-Ray Fluorescence (XRF), and gave landowners an idea of what to expect from sampling. DEQ created an external Design Review Team of technical experts to advise the agency and the EPA about remedial designs for the project. The DRT helps to engage the community in the process of superfund cleanup where they live, work and play. DEQ coordinated an official meeting with community leaders, the EPA, and other interested parties. The Clark Fork River project will address arsenic and heavy metals mine waste contamination from Warm Springs in Anaconda/Deer Lodge County downstream to Garrison Junction in Powell County. The cleanup is expected to take 10 to 12 years. Federal Superfund activities have brought hundreds of millions of remedial construction dollars and thousands of jobs to Montana's economy.

### Federal Superfund Section

**Purpose:** The Federal Superfund Section (FSS) of the Mine Waste Cleanup Bureau provides technical and management assistance to EPA for remedial investigations and cleanup activities at federal Superfund sites in Montana. Cleanup at the Montana Pole National Priority List (NPL) site and activities at the Troy Operable Unit of the Libby Asbestos NPL Site are led by DEQ. DEQ also supports EPA at other Superfund sites, working toward final risk management and cleanup decisions.

**Program Highlights:** EPA and DEQ completed the Asarco bankruptcy agreements statewide in December 2009. A trustee has been appointed to oversee Superfund remedy compliance at portions of East Helena and Flat Creek/IMM. Settlement monies were also received for state responsibilities for long-term maintenance activities at this site following cleanup.

DEQ continued to inspect properties in Troy for vermiculite to ensure rapid response in cleaning up the most contaminated homes. Records of Decision (RODs) for the former export plant and the former screening plant in Libby were completed and signed by EPA and DEQ during FY 2010.

## MINE WASTE CLEANUP BUREAU—CONTINUED

Work also continued at the Anaconda Smelter site on the Community Soils, Old Works, and Regional Water Waste and Soils projects. FSS is assisting EPA in developing an Explanation of Significant Differences (modification of the ROD) for the remediation of lead contaminated residential soils. The ROD addresses the final cleanup of the site and is the official documentation of how remedial alternatives were considered and why the agencies selected the final remedy. Modifications to yard sampling protocols as well as the issue of attic dust will be addressed in this ROD modification. The section continues to provide input for attic and yard sampling, remediation of residential and commercial/industrial properties, activities to minimize blowing dust concerns, and surface and groundwater investigations.

Work at the Milltown Reservoir Sediments Operable Unit involved the removal of over three million tons of sediment from the reservoir. Restoration activities conducted by the Natural Resource Damage Program began during FY 2010 and will be followed by the reclamation of the bypass channel by 2012. DEQ is assisting Montana Department of Transportation (MDT), EPA, and the Army Corps of Engineers with design issues at the I-90 bridge. DEQ facilitated fish monitoring and groundwater studies to evaluate the effects of the dam removal on fish migration and residential wells.

The Flat Creek/IMM site in Superior was officially listed on the NPL during FY 2010. Flat Creek/IMM consists of Operable Unit 1, residential areas in and around the town of Superior, and Operable Unit 2, the former mine site. DEQ assisted EPA in obtaining access permission to sample soil at over 500 residential properties. During FY 2010, EPA and DEQ initiated site-wide surface water and stream sediment monitoring. The Montana Department of Fish, Wildlife and Parks is assisting with the fish monitoring effort at the site as part of the site monitoring program. EPA conducted responsible party investigations at the site and will complete the search in FY 2011.

FSS continued remediation of groundwater and soil at Montana Pole in Butte. The section worked cooperatively with MDT to support MDT's I-90 bridge realignment activities on the Montana Pole site, and provided oversight for environmental purposes.

Operations and maintenance were continued at Libby Groundwater and Idaho Pole sites in Bozeman. Additionally, the process for delisting the soils component of the Idaho Pole Site was initiated. Groundwater monitoring continued at Lockwood Solvent Ground Water Plume.

In the Upper Tenmile Creek Mining Area, the section conducted remediation for residential soils, evaluated potential waste water treatment systems and potential potable water sources, and conducted mine site reclamation evaluations. EPA received ARRA funding for additional residential cleanup activities.

Operations and maintenance were continued at the Mouat Superfund Site in Columbus. Mouat became the first Superfund site in Montana to become delisted.

Ongoing development of institutional controls (restrictions that protect human health and safety when contaminated materials are left onsite) took place at the Anaconda, Carpenter/Snow Creek, Barker-Hughesville, Flat Creek/IMM and East Helena sites with EPA and the appropriate counties.

The section conducted or participated in public meetings for Flat Creek/IMM, East Helena Asarco, and the operable units of the Silver Bow Creek/Butte Area NPL Site as part of the Five-Year Review process which evaluates the effectiveness of completed cleanup activities.

## HAZARDOUS WASTE SITE CLEANUP BUREAU

### Tank Cleanup Program

**Purpose:** The Petroleum Technical Section (PTS) and the LUST Brownfields Section (LBS) administer cleanup (corrective action) requirements for petroleum releases (leaks and spills) under the Petroleum Storage Tank Cleanup Act and the Montana Storage Tank Act. These sections both oversee the investigation of contamination and subsequent cleanup at release sites, including but not limited to service stations and convenience stores throughout Montana. PTS focuses on releases from known sources at petroleum storage tank facilities with solvent responsible parties. LBS focuses on federally-funded cleanup work for releases with unknown sources, releases from underground storage tank sites with insolvent or recalcitrant responsible parties, and releases at federally-owned sites.

## HAZARDOUS WASTE SITE CLEANUP BUREAU—CONTINUED

**Petroleum Release Statistics:** In FY 2010, 13 new petroleum releases were confirmed and 71 petroleum releases were closed. There were 1,516 active release sites as of June 30, 2010.

**Program Highlights:** The two sections worked closely with the Petroleum Tank Release Compensation Board, the Waste and Underground Tank Bureau, and the Enforcement Division to produce the quarterly *MUST News*. This newsletter is a communication tool produced by DEQ to inform and update petroleum storage tank owners and operators, environmental consultants, and others interested in developments about petroleum storage tank operation, rules, release prevention, remediation, and reimbursement. *MUST News* is distributed quarterly via U.S. mail, emailed via ListServ and posted online at [www.deq.mt.gov](http://www.deq.mt.gov).

**PTS Highlights:** The PTS section reviewed 92 releases for closure in FY 2010. Of the 92 considered, 71 releases were determined to be resolved and the release was closed.

EPA supplemental funding was granted to PTS in September 2009 to increase staff level of effort to address low priority releases. A portion of the funding supported staff training in computer modeling to assess Monitored Natural Attenuation (MNA) at applicable low priority sites. The funding also allowed PTS to reassess the 195 low priority sites and determine which sites are ready for closure, which need more work, and which sites are truly remediating through natural biological processes. Assessments for all of the low priority sites should be complete by March 2011.

A contract was awarded to a consultant to complete a groundwater monitoring pilot project. The consultant will visit eight low priority sites that are geographically close to one another and collect groundwater samples from the monitoring wells. The goal of the pilot project is to determine if a considerable cost savings can be realized through combining mobilization and reducing reporting. Groundwater monitoring was scheduled for completion by July 31, 2010. Results of the effort, including a cost analysis, are expected in fall 2010.

PTS also joined efforts with the US EPA Region 8 office to review all state-led sites within tribal boundaries as an attempt to close sites and reduce the backlog. To date, PTS has identified at least 20 releases (out of approximately 107) where a single monitoring event will likely bring the site to closure. Both PTS and EPA personnel will be doing some groundwater monitoring fieldwork to help the effort. For the releases where the groundwater results prove favorable to closure, PTS has committed to getting these sites prepared and into review before the end of Federal Fiscal Year 2011 (September 2011).

The endeavor of reviewing the state-led releases within tribal boundaries has allowed PTS an opportunity to review information stored in the database and make improvements which will be reflected in the STARS report (federal report to Congress). In addition, PTS also found a number of releases that had met the requirements for closure. Several have been put through the closure process and resolved and several more are in the works.

**LBS Highlights:** The LUST Trust Program completed additional work at seven LUST Trust sites under core grant and supplemental grant contracts. The sites are Ronan George's Conoco, Columbus Farmers Union, Sidney Trailside Truck Stop, Hathaway Bar, Lincoln Lewis and Clark Exxon, Libby Penny Fleming Residence, and Choteau Ron's Conoco. Work involved removing USTs at the George's site and preparing for the Phase III Electrical Resistance Heating Project. The next phase of cleanup is being planned for the remaining sites.

LBS Brownfields Program accomplishments were numerous. Please see Brownfields Programs in this annual report for details.

The Department of Defense and State Memo of Agreement (DSMOA) Program completed the review of 25 LUST releases at missile launch facilities statewide, reviewed and provided technical comments on corrective action work plans for the Havre, Glasgow, Del Bonita, and Malmstrom Air Force Base sites, and completed file organization of all DSMOA files in the LBS Program under a contract with CDM Helena. The DEQ project manager issued work plan request letters for a number of DSMOA sites requiring additional corrective action and groundwater monitoring that will be completed in FY 2011 pending military funding.

## HAZARDOUS WASTE SITE CLEANUP BUREAU—CONTINUED

## AMERICAN RECOVERY AND REINVESTMENT ACT

Remediation Division administers the American Recovery and Reinvestment Act (ARRA) tank cleanup funds through a cooperative agreement with EPA. By the end of March 2010, Montana was the leading state in EPA's Region 8 area to meet tank cleanup grant requirements. By the end of FY 2010, the LUST Trust program of DEQ had spent 58% of its grant money for cleanup work at five underground petroleum releases under ARRA.



In 2009, Montana, the first of five states in the region to be awarded funds from EPA, received \$1.3 million to clean up five leaking underground tank sites.

The ARRA accomplished a significant amount of work at the following sites.

**Trailside General Store, Sidney:** A total of 3,068 cubic yards of soil were removed from the site in November 2009 by Tetra Tech, Inc. Six monitoring wells were installed in December 2009 for confirmatory sampling in February 2010.

**Pepco, Roundup:** Tetra Tech, Inc., completed contaminated soil removal and backfilling operations in May 2010. Approximately 4,800 cubic yards of soil were removed from the site and the adjacent property. A monitoring well was installed during the week of July 19, 2010. To address complaints by members of the community about surface conditions, LBS has ordered that a layer of gravel be spread over the excavation site and has fenced the site to limit unnecessary traffic.

**Farmers Union, Columbus:** Installation of a remediation system and groundwater sampling were initiated by Olympus Technical Services, Inc., in May 2010. This involved trenching by NorthWestern Energy and placement of a remediation shed containing the SVE blower and air compressor. Startup of this remediation system is pending.

**George's Conoco, Ronan:** DEQ successfully acquired access to the site in February 2010. The USTs, piping, and source area soil were removed, and soil samples were collected by MSE Technology Applications, Inc. (MSE-TA) in February 2010. The final report for this work has been received. Installation of the Phase III remediation system began during the week of May 10, 2010, and is ongoing. The remediation system was activated after repairs to the electrical control panel which had been vandalized before being shipped to Ronan.

**Farmers Union, Roundup:** In January 2010, LBS staff gained property access from Musselshell County Commissioners and adjacent private property owners to use stimulus funds at this site. Installation of four new monitoring wells, groundwater sampling, abandonment of one domestic well, and vapor intrusion sampling in the basement of the former Farmers Union Building are planned.

For more information visit the Montana recovery website at [www.recovery.mt.gov](http://www.recovery.mt.gov).

## HAZARDOUS WASTE SITE CLEANUP BUREAU—CONTINUED

### Site Response Section

**Purpose:** The Site Response Section (SRS) administers the state Comprehensive Environmental Cleanup and Responsibility Act (CECRA) and the Water Quality Act to investigate and clean up hazardous substances at sites not addressed by the Federal Superfund program. Waste disposal activities, spills, or other operations at these sites have caused contamination of air, surface water, groundwater, sediments, and/or soils with hazardous or deleterious substances. Under CECRA, sites are ranked based on potential risks to human health and the environment.

**Program Highlights:** SRS prioritized available resources to focus CECRA activities on 34 of the 59 maximum and high priority sites among 209 listed sites in Montana. In addition to the routine reviews and approvals conducted, SRS completed significant major actions at several of the state's high and maximum priority sites.

Progress continues at CMC Asbestos Bozeman with the excavation and removal of asbestos-contaminated soil and the placement of institutional controls, including a city resolution, deed restrictions, mapping, and revised permitting structures. The City of Bozeman continues to receive reimbursement for eligible cleanup costs from the orphan share fund.

Over 25,000 gallons of petroleum product have been recovered at the Burlington Northern Livingston Shop Complex. Additional sodium permanganate pilot testing was also completed which appears to successfully remove chlorinated solvents from the groundwater. Soil vapor extraction is now being conducted in areas with residual chlorinated solvents in the vadose zone (unsaturated zone of the soil).

In Cut Bank, an interim action was approved for remediation of lead- and petroleum-contaminated soil at Carter Oil, a former refinery. Work is scheduled to begin summer 2010. In addition, a vapor intrusion investigation was implemented at the Tank Hill facility. The findings of this study will be evaluated later this year.

A subsequent phase of remedial investigation was approved for the former Texaco-Sunburst Works Refinery site in Sunburst, which will define the nature and extent of contamination at the over 300-acre facility so that final cleanup options can be evaluated. Third party remedial actions continue.

SRS is overseeing remedial design-related investigations and reviewing remedial design-related documents associated with final cleanup activities at the Kalispell Pole and Timber, Reliance Refinery, and Yale Oil Corporation facilities, which are collectively referred to as the KRY Site. Lead soil removal is anticipated during the field season of 2010, with additional remediation work outlined in the ROD anticipated for the field season of 2011.

Infrastructure design work was completed for the Upper Blackfoot Mining Complex. Work begins this field season and needs to be completed prior to removing the Mike Horse Dam. The risk assessment and feasibility study for the entire site are ongoing and expected to be completed within the next year.

Under the Voluntary Cleanup and Redevelopment Act, three voluntary cleanup plans were approved in FY 2010: Cominco Warm Springs in Garrison, Petroleum Refining in Shelby, and Montana Department of Transportation Maintenance Facility in Helena.

The SRS Groundwater Remediation Program (GRP) addressed ongoing work at 85 sites and closed four existing sites. GRP completed a vapor intrusion investigation at the Helena Solvent Site. The investigation found elevated tetrachloroethene (PCE) concentrations in subslab and indoor air in two buildings. GRP is now working with property owners to mitigate indoor air in the most impacted building and to investigate PCE sources.

A settlement agreement was negotiated to resolve DEQ's claim filed in the Flying J bankruptcy. Three CECRA sites, a RCRA facility, multiple leaking underground storage tank releases, and a LUST Trust site were included in the claim.

## HAZARDOUS WASTE SITE CLEANUP BUREAU—CONTINUED

### Brownfields Program

**Purpose:** Brownfields are real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. Cleaning up and reinvesting in these properties takes development pressures off undeveloped open land and improves and protects the environment. The division's Brownfields Program is supported by both the LBS and SRS sections. Both sections have Brownfields coordinators who maintain information about Brownfields in Montana and assist communities in redevelopment of blighted properties.

**Program Highlights:** In 2010, the goals of the Brownfields Program were to establish and enhance its state response programs and provide outreach and technical guidance to communities that are actively working toward revitalization of Brownfields. Both the LBS and SRS sections pooled resources to fund the drafting of DEQ's first vapor intrusion guidance document, to facilitate Montana's first Brownfields grantee workshop, to assist the recipients of EPA Brownfields grants to better understand State and Federal Brownfields and regulatory processes, and to provide DEQ with risk communication training by Dr. Vincent Covello.

Developments in SRS's program included creating an SRS Sampling and Analysis Plan Handbook and holding a two-day sampling orientation for staff, revising the Voluntary Cleanup and Redevelopment Act guide, initiating the Montana dioxin background study, and the drafting of five acknowledgement letters for applications for competitive EPA assessment grants, revolving loan funds, and cleanup grants. Site-specific work included funding the installation and monitoring of groundwater wells for the City of Kalispell to assist in the delisting of the Kalispell Feed & Grain Facility, review and approval of the voluntary cleanup plan for the Shelby Petroleum Refinery, contracting a Phase I and a Data Compilation Report at the Milwaukee Roundhouse Passenger Fueling Facility for the City of Deer Lodge, completing Phases I and II at the former Malta Airport, assisting the EPA in completing targeted brownfields assessments for the Milwaukee Roundhouse Facility in Deer Lodge and the Moose Lodge property in Black Eagle, and assisting in EPA's emergency removal program with the review of the Jefferson City Residential Yard sampling plan. For more information about the SRS Brownfields program, contact Jason Seyler at (406)841-5071 or [jseyler@mt.gov](mailto:jseyler@mt.gov).

LBS Brownfields Program accomplishments this year include the following: completion of Brownfields articles for DEQ's MUST News; inventory of petroleum Brownfields sites in 22 counties; coordination with community contacts in Ekalaka, Miles City, Great Falls, and other communities about options and alternatives for assessment and cleanup of potential petroleum Brownfields sites; completion of the Petroleum Brownfields Guidance Document and development of a Petroleum Brownfields Eligibility Determination Form; completion of eligibility determination reviews for three sites, all of which were determined eligible to receive Petroleum Brownfields funding from 104(k) Brownfield grantees within Montana; Brownfields presentation to the Montana Economic Development Association's annual conference in Miles City, Montana; revision of the Quality Assurance Plan for Investigation of Underground Storage Tank Releases. For more information about the LBS Brownfields program, contact Amy Steinmetz at (406)841-5053 or [asteinmetz@mt.gov](mailto:asteinmetz@mt.gov). For the US EPA Brownfields Project manager in Helena, contact Stephanie Wallace at (406)457-5018 or [wallace.stephanie@epa.gov](mailto:wallace.stephanie@epa.gov).

## DIVISION ADMINISTRATOR'S OFFICE

### Fiscal Services

**Purpose:** The Fiscal Services Unit (FSU) manages contracts, agreements, task orders, procurement, and invoicing processes. FSU monitors budgets, coordinates grant and other applications, completes reports, and conducts other financial services for the division.

**Program Highlights:** FSU managed 62 contracts and agreements with other state agencies and counties throughout the state. In addition, 204 task orders were managed during FY 2010 under these contracts and agreements. Of those task orders, six were for ARRA work: five of those with the LUST Trust program and one for a project in the AML program. A total of \$28,759,740 in invoice payments was processed and sent to DEQ Financial Services for payment during FY 2010. FSU

## DIVISION ADMINISTRATOR'S OFFICE—CONTINUED

staff sent out a total of 288 invoices for reimbursement of costs incurred by the division for the CECRA program, which resulted in cost recovery of \$3,451,263. A total of 36 invoices were sent out for 18 different sites in the LUST Trust program that resulted in cost recovery of \$145,394. Total costs recovered amounted to \$3,929,410. FSU staff participated in meetings to improve both CECRA and LUST Trust cost recovery procedures. Additional cost recovery was invoiced for joint projects with both the Montana Department of Justice Natural Resource Damage Program and the US Forest Service. FSU staff worked with the DEQ Revenue & Accounts Receivable Project Committee to streamline and merge the division's accounts receivable into a new department-wide accounts receivable billing module. This transition was completed for the CECRA program in FY 2010. The division continues to manage cooperative agreements with EPA for various superfund and groundwater cleanup activities and the cooperative agreement with the Office of Surface Mining for the abandoned mine activities. Budget Status Reports were completed to assist program managers with budget management in all programs, and fiscal staff prepared applications and semiannual and quarterly reports for the federal agreements. FSU staff underwent reallocation of duties that started in June 2009 and continued through FY 2010 to facilitate cross training and increase efficiency.

### Administrative Professionals Team

**Purpose:** The Administrative Professionals Team (APT) provides specific and general support to the Hazardous Waste Site Cleanup and Mine Waste Cleanup bureaus using knowledge of office practices; state, department and division programs; technical terminology; computer hardware and software; and a variety of policies and procedures. This staff is responsible for tasks associated with payroll, travel arrangements and reimbursements, document production, filing system maintenance, database maintenance, web publishing, information dissemination, and other general administrative and clerical support. In addition, day-to-day management of building issues is handled by APT staff.

**Program Highlights:** In 2010, APT staff worked closely with other division and building staff to facilitate their performance and increase overall effectiveness. Three APT staff were added to the Web Publishers group, enabling support staff to post documents to Remediation websites. APT also assisted program staff with the bid process 14 times, reproducing many bid package documents in-house to save program funding; copied 10,000 pages in one day for BN Livingston litigation and copied and printed and bound over 100,000 pages for KRY litigation within two weeks; printed and mailed Must News, Mike Horse Messenger, Sunburst Update, and CFR River Review, both by mail and by ListServe; initiated use of electronic copies to cc:s in PTS correspondence; created 10 Business Process Flowcharts for the Director's Office; disposed of duplicate records in PTS, CECRA, and CERCLA files; built a database to track commonly used addresses and replace the paper rolodex; and began to organize and inventory AML files in their new location. APT also provided services with web page design, document proof reading and editing, and layout and design in MicroSoft Publisher.

### Information Technology Systems

**Purpose:** The division's Information Technology Systems Program coordinates data management and geographical information systems (GIS) for the Remediation Division. The division's IT Systems Analyst provides division-level leadership for development, enhancement and management of the complex division Access databases, GIS and other application user interfaces to support implementation, interpretation and reporting of data. The analyst serves as liaison between the DEQ Office of Information Technology, the state Natural Resource Information System, and other DEQ programs inside and outside of the division. The position provides training and technical assistance to staff about databases and computers, implements GIS mapping software division-wide, and oversees contract work.

**Program Highlights:** The division added the new position of IT Systems Analyst in December 2009. Since then, the systems analyst has assumed primary support and administration of the Microsoft Access databases for the Division, which include databases for Underground and Leaking Underground Storage Tank programs, Petroleum Tank Release Compensation Fund, Abandoned Mine Lands Program, Site Response Section, Petroleum Technical Section, Brownfields Section, Fiscal Services, and Administrative Professionals Team. The systems analyst is researching and assessing software technology to be used for soil, water and vapor sample analyses for division programs. In addition, the systems analyst is exploring options to replace and improve the existing database for the Abandoned Mine Lands Program. Part of the analysis for automated solutions is to first chart business process flow, which was completed by the systems analyst in cooperation with the DEQ Office of Information Technology.

## DIVISION ADMINISTRATOR'S OFFICE—CONTINUED

### Public Information

**Purpose:** The division strives to be transparent, accessible and collaborative to proactively provide public information about project purpose, developments and status to Montana's public, media and policy makers through methods that best reach the audience. We respond promptly, honestly and openly to news media and public questions, concerns and input. The Public Information Coordinator serves as the division's public information officer (PIO) and helps to involve the public in decisions that affect communities.

**Program Highlights:** The division's PIO coordinated production of *MUST News*, a quarterly publication about preventing and remediating leaks from underground storage tanks. The PIO produced the division annual report, wrote project site updates and fact sheets, news releases, communication plans and other materials; provided technical assistance with community involvement; generated news coverage of project developments in about 140 print and broadcast news reports; and assisted with public meetings and responded to inquiries from the public and news media. The PIO helped to coordinate the "Earth Day at the Capitol" event to commemorate the 40<sup>th</sup> anniversary of the first Earth Day in the U.S. The event demonstrated collaboration among a number of state agencies and schools, and drew hundreds of students and extensive news coverage. The PIO coordinated a DEQ news event at the completed Spring Meadow Lake Park Reclamation Project with the Governor's Office and Carroll College whose students had identified contamination at the site. The PIO organized remediation project presentations and a tour for visiting scientists from Brazil. This effort demonstrated support for international knowledge exchange to support global environmental protection and public health. The PIO also planned a division-wide training by nationally known risk communication and assessment expert Vincent Covello, Ph.D. This high-level training was open to the entire department and outside partner agencies.

### Remediation Division Indicators - July 1, 2009 to June 30, 2010

Indicator	Actual
(Fiscal Year)	2010
Active Sites	138
Inactive Sites	504
Site Activities	714
Sites Closed/Delisted	76
Cost Recovery Invoices	324
Costs Recovered	\$3,929,410
Contracts + Task Orders	266
Contract Costs	\$28,759,740
Public Comment Periods	5
Public Meetings	11