

Hebgen Basin Fire District

Meeting Minutes

June 12, 2018

Meeting was called to order at 1802 hrs.

Board Members Present: Gay McBirnie, Kyle Goltz, Nancy Heideman, Mike Gavagan, and Ken Davis via phone

Also in Attendance: Chief Grube, AC Jessop, Emily Barnes, Tyrel Stoker, Mikee Reesman, Carrie Egging, Tyler Beam, Jeremy Gallagher, Ethan McDowell, William Polansky, Landon Zimmerman

Recorder of Minutes: Emily Barnes

Public Comment for Items Not on Agenda: No public comment.

Approval of Minutes for May 7, 2018 Regular Board Meeting: Nancy Heideman made a motion to approve the minutes as written and Gay McBirnie seconded. Motion passed.

Approve Claims/Deposits: Ken Davis made a motion to approve the claims as presented. Nancy Heideman seconded. Motion passed.

Chief's Report: See attached.

Old Business:

Employee Home Investment and Retention Policy: Chief Grube gives update that we have copies of the documents that we were waiting on from Bozeman. Chief has sent them along with policy to the district's lawyer to formulate into one final package to bring to the board in the next meeting. Gavagan asks about any differences between our policy and Bozeman's policy and Chief explains there's not much difference, he just has to make minor changes to the documents. Chief had sent out the changes the lawyer recommended as well as the comments from our auditor. Gavagan asks if the union will get a copy of that before the next meeting and Chief assures they will have a chance to look it over before the meeting.

Employee Educational Loan Policy: Chief Grube explains nothing has really changed with the education policy. He is just waiting on legal input/recommendations from the district's lawyer.

Inspection Fees: Chief Grube explains the fee schedule that he would like to put into place for looking over plans and following up with the fire code inspections on buildings. Ken Davis states that he understands why these fees need to be implemented. Chief Grube explains that a fee schedule will help to keep himself and Assistant Chief Jessop from being the designers of their building which will ultimately make them hire someone to do that. Gavagan thinks it will save people time and money and force them to do it the right way from the beginning. Ken Davis agrees that it is the next step in this process and to make people proactive. Chief wants to make this effective July 1, 2018. Ken Davis motions we adopt the fee schedule program as written effective July 1, 2018. Mike Gavagan seconds. All in favor. Motion passed.

New Business:

Election of Officers: Kyle Goltz gets sworn in as a board member. Ken Davis was sworn in as well, has just done so prior to the meeting. Mike Gavagan nominates Kyle Goltz to be President/Chairman of the Board. Ken Davis seconds. All in favor. Motion passed. Nancy Heideman nominates Ken Davis to be Vice Chairman of the Board. Mike Gavagan seconds. All in favor. Motion passed. Nancy Heideman nominates Gay McBirnie as Secretary Treasurer of the Board. Mike Gavagan seconds. All in favor. Motion passed.

Board of Appeals Designation: Chief Grube explains that we need to establish a Board of Appeals. It needs to be formally created by a resolution for the Board to become the Board of Appeals for fire code violation. Chief explains that technically, once you adopt the fire code, the Board becomes the Board of Appeals, but he wants to formally establish them via resolution. Nancy Heideman motions to approve the Resolution #201806-1 to formally create a Board of Appeals. Gay McBirnie seconds. All in favor. Motion passed.

Board of Appeals

Rules of Procedure for Appeals: Chief Grube explains that we are going to publish the appeals process and procedures onto our website. It will give people a clear path in order to appeal any orders or decisions given by Chief or Assistant Chief regarding the Fire Code. Ken Davis motions to adopt Resolution 201806-2. Nancy Heideman seconds. All in favor. Motion passed.

Next Meeting: Special Board Meeting: June 28, 2018 - 12:00PM

Regular Board Meeting: July 10, 2018 – 6:00PM

Meeting adjourned: 18:33

... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4314	366432S	277 AT&T MOBILITY	309.64					
1			309.64			1000 420400	341	101000
4315	366433S	30 CENTURY LINK	341.88					
1			341.88			1000 420400	241	101000
4316	366434S	50 ENERGY WEST	311.68					
1			311.68			1000 420400	241	101000
4317	366449S	390JES FIRST NATIONAL BANK	860.58					
1		Office Supplies	25.00			1000 420400	210	101000
2		Pressure Gauge	44.16			1000 420400	235	101000
3		Active 911 Renewal	352.50			1000 420400	341	101000
4		Training accommodation	96.23			1000 420400	370	101000
5		NIFC	56.71			1000 420400	220	101000
6		Fire Nozzle	61.75			1000 420400	235	101000
7		Storage Boxes	107.96			1000 420400	220	101000
8		Battery	18.29			1000 420400	220	101000
9		Heavy Duty Vinyl Tarp	97.98			1000 420400	220	101000
4318	366441S	350 COMPUTER FOUNDATIONS, LLC	1,433.69					
		796 05/10/18 Carbonite Server Backup renewa	1,433.69			1000 420400	215	101000
4319	366471S	452 TRANSUNION RISK AND ALTERNATIVE	25.00					
1			25.00			1000 420400	217	101000
4320	366444S	1 EMERGENCY MEDICAL PRODUCTS	17,768.38					
1		AED's	16,354.12			9000 2 420400	915	101000
2		Medical Supplies	1,414.26			1000 420400	240	101000
4321	366458S	12 JERRY'S ENTERPRISES	73.45					
1		UPS Backup	73.45			1000 420400	220	101000
4322	366456S	413 IMAGETREND	1,712.87					
1		Elite/Billing Bridge Annual Fe	1,712.87			1000 420400	354	101000
4323	366445S	50 ENERGY WEST	87.89					
1			87.89			1000 420400	241	101000

HEBGEN BASIN FIRE DISTRICT
Claim Details by Posted Date
For Claims from 05/08/18 to 06/12/18

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4324	366472S	23 WESTMART	329.59					
1			329.59			1000 420400	220	101000
4325	366465S	19 NAPA	7.70					
1	Wiper Fluid		7.70			1000 420400	363	101000
4326	366447S	101 FIRE SUPPRESSION SYSTEMS	456.00					
1	Annual Lease		456.00			1000 420400	220	101000
4327	366459S	148 KAUFMANN'S	166.00					
1	Bent Door Track		166.00			1000 420400	360	101000
4328	366439S	464 CARRIE EGGING	731.22					
1	Training Accommodations		410.32			1000 420400	370	101000
2	Uniform Allowance		320.90			1000 420400	226	101000
4329	366438S	382 BALCO UNIFORM CO., INC.	421.11					
1	49629 Embroidered hats		421.11			1000 420400	226	101000
4330	366467S	276 SMARTDRAW	69.95					
1	Renewal		69.95			1000 420400	220	101000
4331	366446S	27 FALL RIVER ELECTRIC	660.04					
1	Station 1 Utilities		413.89			1000 420400	241	101000
2	Station 2 Utilities		51.51			1000 420400	242	101000
3	Station 3 Utilities		135.50			1000 420400	243	101000
4	Station 4 Utilities		59.14			1000 420400	244	101000
4332	366454S	285 GLOBALSTAR	1,062.66					
1	06/01/18		1,062.66			1000 420400	341	101000
4333	366469S	21 TERRELL'S OFFICE MACHINES	57.33					
1	Color/B&W Meter		57.33			1000 420400	210	101000
4334	366466S	152 POORE, ROTH & ROBINSON, P.C.	160.00					
1			160.00			1000 420400	352	101000
4335	366461S	74 MATRIX MEDICAL WASTE SERVICES	85.00					
1			85.00			1000 420400	349	101000

... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4336	366457S	154 JAKE'S AUTOMOTIVE	187.14					
1		Oil Change	187.14			1000 420400	363	101000
4337	366455S	176 HEIMAN INC.	4,113.34					
1		Hose/Hose Tester	4,113.34			1000 420400	235	101000
4338	366463S	188 MONTANA OCCUPATIONAL HEALTH	274.00					
1		McDowell physical	274.00			1000 420400	356	101000
4339	366462S	412 MES	288.00					
1		Rescue Gloves	288.00			1000 420400	225	101000
4340	366473S	279 WEX BANK	3,546.25					
1			3,546.25			1000 420400	231	101000
4341	366450S	446BAR FIRST NATIONAL BANK OMAHA	182.70					
1		Zimmerman Uniform Allowance	182.70			1000 420400	226	101000
4342	366453S	11 GENERAL DISTRIBUTING CO.	103.85					
1			103.85			1000 420400	240	101000
	366442S	414 DE LAGE LANDEN FINANCIAL	164.80					
		Copier Lease	164.80			1000 420400	210	101000
4344	366468S	47 STINE ELECTRONICS & AUTOMOTIVE	193.00					
1		Radio	193.00			1000 420400	310	101000
4345	366470S	26 TOWN OF WEST YELLOWSTONE	201.38					
1			201.38			1000 420400	241	101000
4346	366448S	165GRU FIRST BANKCARD	979.00					
1		Banquet Awards	979.00			1000 420400	338	101000
4347	366451S	170 FOOD ROUNDUP	16.69					
1		Office Supplies	16.69			1000 420400	220	101000
4348	366443S	379 DIRECTV	117.99					
1			117.99			1000 420400	241	101000

HEBGEN BASIN FIRE DISTRICT
Claim Details by Posted Date
For Claims from 05/08/18 to 06/12/18

* ... Over spent expenditure

Claim Line #	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
4349	366464S	138 MONTANA STATE FUND	2,048.15					
1	12697185	WC	2,048.15			1000 420400	142	101000
4350	366440S	30 CENTURY LINK	341.88					
1			341.88			1000 420400	241	101000
4351	366460S	221 MARKET PLACE	193.74					
1		FF1 Testing	193.74			1000 420400	212	101000
4352	366452S	93 GALLATIN CO WY TRANSFER	45.60					
1			45.60			1000 420400	241	101000
# of Claims			39	Total:				40,129.17

** This report runs by Claim Posted Date, which is a system generated field that always shows the date on which the Claim was actually posted in the system. If a Claim was cancelled and re-posted, the posted date will show as of the date it was re-posted. **

Chief's Report

For

June 12, 2018

Incidents in May (39)

Incidents Year to Date (160)

Transfers from YNP (7)

Mutual Aid Requests (4)

EMS Calls (13)

Transports (12)

Fire (7)

2nd Out (1)

Multiple APP (4)

2016 Incidents in May (45)

2016 Incidents Year to Date (165)

May Transfers from YNP (2)

Mutual Aid Requests (5)

EMS Calls (14)

Transports (15)

Fire (14)

2nd Out (3)

Multiple App (3)

Accidents

We had one incident to report in May. One of our staff members passed out during a training exercise. That person has been medically cleared by a doctor with a full work up and is good to go.

Staff Activities and Training

The Staff has been busy doing hydrant testing, training, teaching CPR classes Best Practice Medicine was down on Wednesday with their simulator truck. All the paid staff went through 2 scenarios. 1 scenario was a cardiac event and the other was a penetrating trauma. Everyone did very well in identifying the life threats and taking appropriate action.

We have received a CARES Award "Cardiac Arrest Registry to Enhance Survival" for collecting out of hospital cardiac arrest data. Cassandra has been the point person providing this data to the state, so great job goes out to her.

AED Program for Town of West Yellowstone

The 11 AED's that were ordered for the town are here, 6 of them are in patrol cars, 5 are in town owned buildings inside cabinets which have been installed. The 5 buildings are Town Hall, Povah Center, Library, Museum, and U.P. Dinning Lodge. We had a First Aid/ CPR class last week with all the officers and a number of the museum staff. We will be doing a AED familiarization class at Town Hall on Wednesday.

Special Use Permit Station 5

The letter accepting our application for a new special use permit for station 5 has been accepted. We will be receiving an official letter accepting the proposal which is in the mail; I expect it to be here by the end of the week. The estimated cost for the environmental study has gone up. I have attached the email copy of the letter to your packet.

Fire Code

Again this month James and I have been extremely busy with fire code issues and project reviews in town. The Development Review Group "DRG" is underway we have been meeting every Wednesday going over projects, Some of the projects we have looked at are Alpine Guides, Animal Zone RV, Wagon Wheel Hotel, Yellowstone County Inn, and Canyon Street Laundry all of them have been sent back for more information with the exception of Alpine Guides.

Administrative Assistant

Emily has been with us for over a year now and is doing an excellent for us. The pay range for the administrative position is \$28,000 to \$39,000. Her current salary is set at \$32,500. I am looking to increase her salary to \$35,000 starting July 1, 2018. I am bringing this up during my Chiefs Report because I failed to put it on the agenda for this month. This will be on the next meeting agenda. I have attached a copy of the towns current pay matrix under the current contact signed last week.

OATH OF OFFICE

STATE OF MONTANA }
County of Gallatin } SS

I do solemnly swear that I will support, protect and defend the constitution of the United States, and the constitution of the state of Montana, and that I will discharge the duties of my office with fidelity so help me God.

Kevin "Ken" Davis

Signature

Kevin "Ken" Davis

Typed Name

Trustee, Hebgen Basin Fire District

Name of Office

STATE OF MONTANA }
County of Gallatin } SS

On this 11th day of June, 2018, before me
Lenora B. Weickum

personally appeared Kevin "Ken" Davis,
known to me to be the person whose name is subscribed to the
foregoing Oath of Office, and acknowledged to me that he
executed the same.

Clerk and Recorder

by Deputy

Lenora B. Weickum

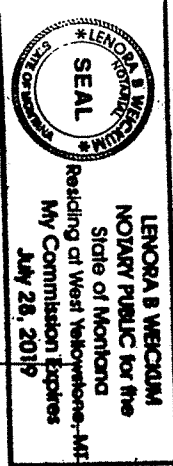
Notary Public

West Yellowstone

Residing at

7/28/2019

My commission expires



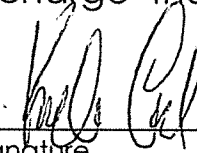
For Office Use Only

Date of Acclamation: _____ or Date of Election: May 2018
Term Expiration Date: May 2021

OATH OF OFFICE

STATE OF MONTANA }
County of Gallatin } ss

I do solemnly swear that I will support, protect and defend the constitution of the United States, and the constitution of the state of Montana, and that I will discharge the duties of my office with fidelity so help me God.

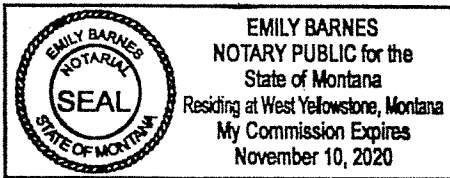


Signature

Kyle Goltz

Typed Name

Trustee of Hebgen Basin Rural
Fire District
Name of Office



STATE OF MONTANA }
County of Gallatin } ss

On this 12 day of June, 2018, before me
Emily Barnes
personally appeared Kyle Goltz,
known to me to be the person whose name is subscribed to the
foregoing Oath of Office, and acknowledged to me that he
executed the same.

Clerk and Recorder

Emily Barnes

Notary Public

By Deputy

West Yellowstone, MT
Residing at

November 10, 2020
My commission expires

For Office Use Only

Date of Acclamation: **May 2015** or Date of Election _____

Term Expiration Date: **May 2018**

RESOLUTION NO # 201806-1
RESOLUTION TO FORMALLY
CREATE A BOARD OF APPEALS

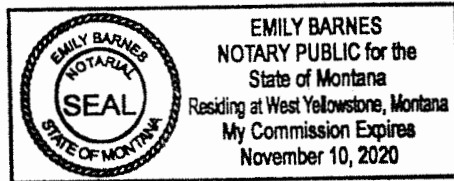
WHEREAS, the Board of Trustees for the Hebgen Basin Fire District, a rural fire district formed and governed under the laws of the State of Montana, adopted the International Fire Code (2012 Edition) (Fire Code) on April 12, 2016 as set forth in its Resolution 01042016;

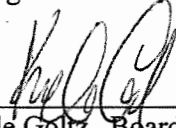
WHEREAS, the adoption of the Fire Code by the Hebgen Basin Fire District is authorized under Montana law; and

WHEREAS, the District's adoption of the Fire Code provides for the establishment of a Board of Appeals to hear appeals from "order[s], decisions and determinations of the fire code official."

NOW THEREFORE, after consideration in a duly noticed meeting of the Board of Trustees for the Hebgen Basin Fire District shall be the Board of Appeals for the Hebgen Basin Fire District effective June 12, 2018

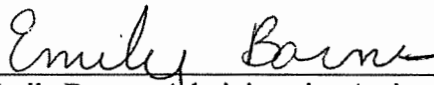
Hebgen Basin Fire District





Kyle Goltz, Board Chairman

Attest:



Emily Barnes, Administrative Assistant

RESOLUTION NO # 201806-2

HEBGEN BASIN FIRE DISTRICT
BOARD OF APPEALS
RULES OF PROCEDURE FOR APPEALS

WHEREAS, the Board of Trustees for the Hebgen Basin Fire District, a rural fire district formed and governed under the laws of the State of Montana, adopted the International Fire Code (2012 Edition) (Fire Code) on April 12, 2016 as set forth in its Resolution 01042016;

WHEREAS, the adoption of the Fire Code by the Hebgen Basin Fire District is authorized under Montana law; and

WHEREAS, the District's adoption of the Fire Code provides for the establishment of a Board of Appeals to hear appeals from "order[s], decisions and determinations of the fire code official ... [and allows the Board to] adopt rules of procedure for conducting its business."

NOW THEREFORE, after consideration in a duly noticed meeting the Board of Trustees for the Hebgen Basin Fire District, that the Board adopts the following rules of procedure for the governance of appeals under the Fire Code.

1.1 Definitions:

- A. "Appeal" is the process by which a person may appeal an order, decision or determination of the Fire Code Official relative to the application and interpretation of the Fire Code. An Appeal shall be based on a claim that the intent of the Fire Code has been incorrectly interpreted, the provisions of the Fire Code do not fully apply, or an equivalent method of protection or safety is proposed. The Board shall have no authority to waive requirements of the Fire Code in an Appeal.
- B. "Appeal Notice" is the written document by which an Appeal is initiated and submitted by a person. An Appeal Notice shall generally state the grounds upon which the Appeal is made, based on the definition of an Appeal herein and shall state the name, address and phone number where the person who filed the Appeal Notice may be contacted.
- C. "Board" is the Board of Appeals as determined by Resolution of the Hebgen Basin Fire District.
- D. "Chair" is the chairperson of the Board as appointed by the Board. The Chair may be appointed for the period of one year and may appoint another Chair under circumstances where he or she cannot act.
- E. "Fire Chief" is the duly appointed fire chief of the Hebgen Basin Fire District.
- F. "Fire Code" means any regulations, law or code promulgated by act of the Hebgen Basin Fire District to be implemented, administered or enforced by the Fire Code Official.
- G. "Fire Code Official" is the person appointed by the Fire Chief, or the Fire Chief if no other person has been appointed, who is responsible for the implementation, administration and enforcement of the provisions of the Fire Code.
- H. "Person (person)" is an individual person or any legally formed corporate entity.

1.2 Unless otherwise set forth in applicable law, an Appeal Notice, addressed to the Board, shall be delivered to the Fire Chief within 30 days from the date of issuance of any written notice, order, decision or determination of the Fire Code Official.

1.3 Upon receipt of an Appeal Notice, the Fire Chief shall immediately schedule a hearing before the Board and notify the Chair of the Appeal. The hearing shall be scheduled no later than 45 days from receipt of the Appeal Notice.

1.4 Adjudication of Appeal

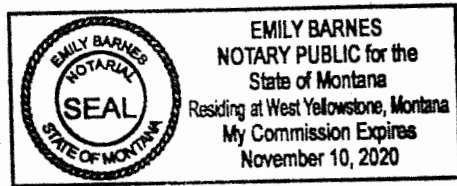
- A. No later than 15 days from Board's receipt of the Appeal Notice, the Chair shall conduct a conference with the person who filed the Appeal and the Fire Code Official (parties) in order to define issues, determine witnesses, and agree upon stipulations.
- B. The Chair may continue the date for any appeal hearing with good cause, upon oral request or in writing, for a reasonable period of time, in order to secure all the evidence that is necessary and to be fair to the parties. If any party fails to appear at a hearing, and good cause justifying continuance is not shown, the Board may decide the issues and make a determination on the best evidence available. A hearing may be continued for good cause upon application to the Board before the hearing is concluded.
- C. If the Appeal does not involve a disputed issues of material fact, parties may jointly stipulate in writing to waive proceedings and may directly have the matter proceed to review by a court or tribunal upon an agreed statement of facts and a statement of the legal issues or contentions of the parties upon which the court, together with the additions it may consider necessary, may make its decision.
- D. During the hearing, privileges shall be given effect and the admissibility of evidence will be based on that evidence of a type commonly relied upon by reasonably prudent persons in the conduct of their affairs whether or not the evidence is admissible in a trial in the courts of Montana. Irrelevant, immaterial, or unduly repetitious evidence may be excluded.
- E. Any part of the evidence may be received in written form, and all testimony of parties and witnesses must be made under oath. Hearsay evidence may be used for the purpose of supplementing or explaining other evidence, but it is not sufficient in itself to support a finding unless it is admissible over objection in civil actions.
- F. Public comment must be considered at the close of the evidence.
- G. A record of proceedings must include:
 - i. the Appeal Notice and decision of the Fire Code Official appealed from;
 - ii. the evidence offered or considered and any objections and rulings thereon;
 - iii. all other matters placed in the record;
 - iv. a recording of the hearing and the statement of findings of fact including a statement of the elements of the record. A party may obtain, at that party's cost a transcription of the recording.
- H. At the conclusion of the hearing the Chair shall prepare written findings of fact and conclusions of law for the Board based upon the decision of the Board at the

hearing. The written findings and conclusions shall include a statement of the contents of the record of proceedings.

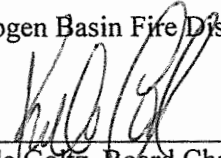
- I. The findings of fact and conclusions of law must be presented to members of the Board who must indicate their acceptance or rejection consistent with their individual decision at the conclusion of the hearing. Findings and conclusions should then be signed by the Chair and become final no later than 14 days from the conclusion of the hearing.
- J. The final written decision of the Board shall then be provided to the parties and made available to the public.

1.5 The decision of the Board as set forth in writing in the findings of fact and conclusions of law may be appealed to an appropriate court or tribunal in accordance with applicable law.

1.6 The Board is not an "agency" under Sec. 2-4-102(2)(b), MCA and an Appeal is not a "contested case" under Sec. 2-4-102(4), MCA and therefore any further review of the Board's decision of the Appeal is not subject to the Montana Administrative Procedures Act.

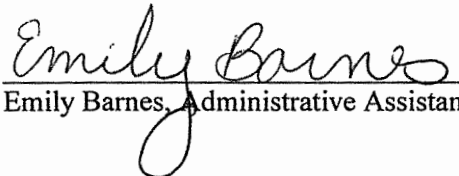


Hebgen Basin Fire District



Kyle Goitz, Board Chairman

Attest:



Emily Barnes, Administrative Assistant



File Code: 2720
Date: June 8, 2018

Shane Grube
Fire Chief, Hebgen Basin Fire District
PO Box 1508
West Yellowstone, MT
59758

Dear Mr. Grube:

The Forest Service has accepted your application for a special-use authorization to conduct the following activities on National Forest System (NFS) lands:

Build a new fire station (station 5) to house a fire engine for response to structural fires, wildland fires and emergency incidents. The building will be approximately 42' x 24', wood frame construction with corrugated metal siding. Improvements needed for the facility include an access road, well, septic drain field, utilities (power, phone, internet).

Authorization for use NFS lands as described above occurs through Forest Service issuance of a special-use authorization. Applications for this type of use are subject to Forest Service "cost recovery" regulations mandated by Congress. (Ref: Federal Register Vol. 71, No. 34)

Cost recovery fees are intended to offset Forest Service administrative costs of processing special-use applications and monitoring the authorized use. Processing fees cover the agency costs associated with review and evaluation of the application; meeting with the applicant; conducting environmental analyses; site visits; and preparing documentation of analyses, decisions and authorizations. Cost recovery fees are retained by the collecting unit of the Forest Service to enable that unit to provide a more timely response to special-use applicants and authorization holders, and improve overall administration of the special-uses program.

Cost recovery fees are separate and distinct from land use rental fees, which represent the market value of the land use privileges granted under the special-use authorization.

I have determined that processing this application will require greater than 50 hours of agency time to process, thus is considered a Major (Category 6) Cost Recovery application. In order to process your application as a Category 6 application the following steps are required:

- Developing and entering into a "Category 6 Major Cost Recovery Agreement" which includes a "scope of work" and "financial plan". In developing this agreement we will need to determine which of the various aspects of processing this application each party will be responsible for and the associated Forest Service costs.



- Completing an environmental analysis of the proposed use of NFS lands; this step includes internal and public scoping, development of alternatives to respond to issues raised, conducting various resource studies, and documentation of environmental effects of the proposed use. On initial review of the application, a couple items were identified that will require coordination with other regulatory agencies. The project is located within the hydropower withdrawal area for Hebgen Dam. Approval of the project will require concurrence with the Federal Energy Regulation Commission (FERC) and the project licensee (Northwest Energy). The project is also located in the Grizzly Bear Conservation Area and will require additional analysis and mitigations to meet the standards for the Bear Management Unit.
- Making a formal decision to accept the application as is, with modifications, or to deny the application to use NFS land. (note: appeal and litigation costs associated with this decision are not subject to Cost Recovery reimbursement)
- Preparing the Special Use Permit including; maps, operating plans, etc.

The initial estimate of the processing fee is \$7200. After processing your application and, assuming the Forest Service decision is to authorize your requested use, I will notify you of the monitoring costs associated with the construction of the new station.

To keep this project moving forward, we will need a site development plan, lot access, plan, building design/drawings, utility plans (water, sewer, power, phone), timeline for construction, type of equipment that will be used, type of ground disturbance expected.

Kathy Nash, Lands Special Uses Program Manager will contact you shortly to begin drafting the Category 6 Major Cost Recovery Agreement. Kathy can be contacted at (406) 548-5438 or via email at knash@fs.fed.us.

Sincerely,



MARY C. ERICKSON
Forest Supervisor

cc: Jason Brey, Hebgen Lake District Ranger