



**Crook County Natural Resource District (CCNRD)
August 5th Regular Board Meeting Minutes and Budget Hearing
12:00 pm Sundance USDA Service Center**

Attendance: CCNRD Board of Supervisors: Wayne Garman, Wanda Burget, Kim Fundaun, Casey Devish (via Teams). CCNRD Employees: Sarah Anderson, Jessica Halverson, Guests: Carmen McIntyre, WACD Watershed Coordinator (via Teams).

The August 5th Board meeting and budget hearing was called to order by Chairman Wayne Garman at 12:10 pm.

Staff Updates: Jessica Halverson provided an update regarding water quality projects. One applicant completed his pipeline and tank, but not the fence trap yet; his application for payment should be ready at the September meeting. Two applicants will have contractors in place by mid-August. One applicant is starting his well project this month.

Ms. Halverson and Sherry Burr conducted water sampling last Thursday. Water levels on the Belle Fourche River were too high to sample in a few locations; Donkey Creek was accessible. She attended a water quality sampling training refresher course at the end of July and will complete the in-person training next year. Ms. Halverson discussed the need for an updated water quality cost-share list and will provide a draft to the Board at the September meeting.

The NRCS Collaborative Cooperative Grant reports were all resubmitted and Ms. Halverson will communicate with the NRCS State office regarding potential agreement modifications. She completed quarterly reports as per grant requirements.

Ms. Halverson is planning the next electronic recycling event for Saturday, September 13th from 10:00am to noon in Sundance. CCNRD is seeking sponsors to help offset the cost of the event.

Ms. Halverson had an information and education display at the Crook County fair and provided applications and outreach information at the booth. The Fair was well attended, and the booth was well received.

Sarah Anderson provided forest health improvement and hazardous fuels reduction project updates. She is working on another fuel treatment design and contract.

Ms. Anderson provided updates to the Board regarding staff, new hire documentation, and onboarding information. She discussed current challenges with federal background checks and LinkPass clearances. The Board discussed purchasing a tablet for both office and field work. **Casey Devish made a motion to purchase a computer for CCNRD staff; seconded by Kim Fundaun. No discussion. Motion carried.**

Local Updates: The Board discussed rare element mining and abandoned mining permits in Crook County.

Financials: The Board reviewed financial documents for July. **Wanda Burget made a motion to pay the bills; seconded by Kim Fundaun. No discussion. Motion carried.**

Minutes: The Board reviewed the Minutes from July. **Kim Fundaun made a motion to approve the July 8th, 2025 Minutes; seconded by Wanda Burget. No discussion. Motion carried.**



New Business: The Board discussed staff evaluations and determined it would be best to complete them in November, after the 90-day probationary period for new hires has been completed.

Upcoming Schedule: The next Board meeting is scheduled for September 9th at 12:00pm.

Time Off Requests: Wanda Burget made a motion to approve Sarah Anderson's time off request; seconded by Kim Fundaun seconded. Motion carried.

Adjournment: Kim Fundaun made a motion to adjourn at 1:07 pm; seconded by Wanda Burget; seconded. Motion carried.

Minutes Submitted by Sarah Anderson (Signature):

Sarah D Anderson Date: 09/09/2025

Chairman Signature:

Wayne J. Fundaun Date: 9/9/2025