



**Crook County Natural Resource District (CCNRD)
April 1st Regular Board Meeting Agenda
12:00 pm Sundance USDA Service Center**

The April 1st CCNRD Board meeting was called to order by Chairman Wayne Garman at 12:06 pm.

Attendance: CCNRD Board of Supervisors Wayne Garman, Lily Altaffer, Wanda Burget, Casey Devish and Kim Fundaun. CCNRD Employees: Sarah Anderson and Jessica Halverson. Guests: Bailey Middleton, County Executive Director with the Farm Service Agency (FSA), and Carmen Horne-McIntyre, WACD Watershed Coordinator (via Teams).

Guest Updates: FSA County Executive Director Bailey Middleton provided an update on FSA programs and the continuing resolution. WACD Watershed Coordinator Carmen Horne-McIntyre provided an update on future grant opportunities and reporting requirements.

CCNRD Staff Updates: Conservation Resource Coordinator Jessica Halverson provided an update on WDEQ 319 projects and stated three of the five landowner contractors have been signed. Mrs. Halverson provided a list of water quality supplies needed for the upcoming sampling season. **Lily Altaffer made a motion to approve the purchase of the sampling equipment as presented; seconded by Wanda Burget. No discussion. Motion approved.** The WDA quarterly report was submitted on March 31st and the extension request will be determined during the Board of Agriculture's April 14th or 15th meeting. The Board discussed additional outreach events or an open house to provide more information on WDEQ and WDA opportunities for producers. The Board spoke about the upcoming water quality request for proposals and encouraged Mrs. Halverson to work with Sherry Burr to design "shovel ready" projects. Mrs. Halverson provided an educational display in the Sundance Courthouse, which showcased the tree sale, rain barrel sale, and current grant-funded opportunities. The 2025 tree sale is progressing with 92 trees sold thus far. Ten orders were received for the rain barrel sale, totaling 26 barrels. Mrs. Halverson stated another subdivision review was submitted, and she would be working on the soils report associated with it.

Program Coordinator Sarah Anderson updated the Board on hazardous fuels reduction projects within the Miller Creek area, as well as the Sand Creek/Red Canyon areas. Mrs. Anderson stated that she is still working with landowners on a wildlife/forest health improvement project in northwest Crook County, but has not entered into contracts. Mrs. Anderson stated the National Forest Advisory Board did not meet in March because the meeting notification was not in the Federal Register. Mrs. Anderson provided the Board a draft letter on behalf of the Black Hills Resilient Forest Partnership and stated the Partnership was interested in providing a media day to discuss forest management.

Mrs. Anderson provided an update on the LGLP renewal application, updates to the Wyoming Workforce profile for CCNRD, and submitted new hire forms to the CPA. She will be working on quarterly sales tax reports and the FY2026 draft budget.

Local Updates: The Board discussed the status of rare earth minerals, as well as county mill requests from the school district.

Financials: The Board reviewed financial documents for March. **Lily Altaffer made a motion to pay the bills; seconded by Kim Fundaun. No discussion. Motion carried.** The Board tabled the reconciliation report due to the bank statement not arriving in time for the Board meeting. The Board discussed the CCNRD budget and reviewed a draft letter to the Crook County Commissioners. **Casey**

Board of Supervisors



Crook County Natural Resource District

Devish made a motion to approve the letter to the Crook County Commissioners; seconded by Kim Fundaun. No discussion. Motion carried. The Board reviewed a contract for bookkeeping services. **Wayne Garman made a motion to approve the Bookkeeping Services Agreement with Ashley Coenen; seconded by Wanda Burget. No discussion. Motion carried.** The Board discussed online payment options for sales purposes. Casey Devish will assist staff by doing more research on options.

Minutes: The Board discussed the Minutes and requested clarification on a motion and dates associated with a future meeting. **Wanda Burget made a motion to approve the March 7th, 2025 Minutes with amendments proposed; seconded by Lily Altaffer. No discussion. Motion carried.**

Other Business: The Board discussed hosting another electronic recycling event this fall. Mrs. Halverson stated she would contact Jeremy Jamison to check on his availability to assist.

Upcoming Schedule: The next Board meeting is scheduled for May 12th, 2025. WCDEA is hosting an employee training in Weston and Crook Counties May 5-8, 2025.

Adjournment: Wanda Burget made a motion to adjourn at 2:10 pm; seconded by Kim Fundaun. Motion carried.

Minutes Submitted by Sarah Anderson (Signature):

Sarah D Anderson Date: 05/12/2025

Chairman Signature:

Wayne W Garman Date: 5/12/2025