



Crook County Natural Resource District (CCNRD) January 4th Regular Board Meeting Minutes

CALL MEETING TO ORDER The meeting was called to order at 12:14 pm by Chairman Wayne Garman at the Sundance USDA Service Center.

ATTENDANCE

Board: Wayne Garman, Lily Altaffer, Kim Fundaun, Casey Devish, Wanda Burget

Employees: Bridget Helms, Jessica Halverson, Sarah Anderson, Carmen Horne-McIntyre (Call)

Guests: Keela Deaton, NRCS (Call)

MONTHLY UPDATES

A. NRCS Update Keela gave an update on NRCS office activities. The IRA Act Now funding has brought over \$500,000 into Crook County so far.

B. Water Quality Program Updates by Carmen & Jessica

Current cost share rates were reviewed. Discussion. More research will be done on rates and current costs. The shade balls have been shipped and have been scheduled to arrive around the 17th of January. The 319 annual report has been submitted. Carmen attended the DEQ non-point source task force meeting. Joint board meeting with Campbell County planning has begun, an April date will be looked at and possible locations in Moorcroft.

2024 Tree Sale order forms are posted on the website. Compost bin survey results were presented to the Board. A composting workshop was requested.

C. Forestry Program Update by Sarah

Staff is currently working under the 2022-2023 NACD TA Grant. The 2023-2024 NACD TA Grant reward letter was received and 75% of the request was given for a total of \$105,000. CAFA Grant- A 26-acre fuel treatment was completed. The Forest Plan Revision Assessments have been released to the public. The NFAB Charter has been signed, Sarah is still waiting to hear if her application has been approved.

D. Office Manager Update State funding criteria has been submitted for 2023.

Reorganization form will be completed and submitted today after position elections. Bridget updated the website and is tracking website views. Files have been reorganized, and the retention schedule was followed, and documents no longer needed were shredded. Bridget is working on a new format for the annual report and annual plan using Canva. Christmas lights recycling is going well we've started to receive some lights this week. Bridget is preparing for year-end reporting.

E. Local Issues

Staff met with Crook County Planning regarding septic systems. County Citizen input meetings will begin in January; staff and Board members will be attending. Discussion about solid waste in Crook County.

SEC comment letter was discussed, staff will follow-up with WACD to see if they are writing a comment letter.

F. Financials A motion to pay the bills was made by Kim and seconded by Wanda. Motion carried. All checks were signed, and the reconciliation reports prepared by Bridget were reviewed and signed.



G. Approve December 5th Minutes A motion to approve the minutes as presented was made by Lily and seconded by Kim. Motion carried.

NEW BUSINESS

A. Board positions Discussion. A motion was made by Lily for the board positions to remain the same. Kim seconded; motion carried.

B. Employee annual reviews will be completed in May during the budgeting process.

OTHER BUSINESS

Time off requests were approved.

Sarah, Jessie, Wayne, Kim, and Casey will attend the public officer training in Newcastle Jan. 10.

Motion to adjourn was made at 2:17 pm by Kim Fundaun and seconded by Lily.

Office Manager Signature:

Budget Lisa Date: 2/6/24

Chairman Signature:

Wayne Fundaun Date: 2/6/24