

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

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

The June 5th Board meeting was called to order by Chairman Wayne Garman at 12:05 pm.

Guest Updates: Bailey Middleton provided an update of the Crook County FSA, including reporting deadlines. She stated that nominations for Area 1 open June 16th and interested parties are encouraged to come to the Sundance USDA Service Center for further information. Ms. Middleton stated the drought monitor is currently in a D0 and non-drought status for the County.

Staff Updates: Jessica Halverson provided a report to the Crook County Commissioners on June 4th regarding current and upcoming projects, tree sale successes, and water sampling events. Ms. Halverson updated the Board on the 2025 tree sale program and relayed some obstacles. The Board will be providing refunds to seven individuals for tree shortages. She stated we sold 784 trees, and almost all the feedback was favorable.

Ms. Halverson updated the Board on WDEQ 319 projects and collaboration with the Campbell County Conservation District. The Board determined July 8th, or the morning of the 15th would work best for an online joint Board meeting. Ms. Halverson plans to host an education and outreach event on June 12th at Mallo Camp.

Ms. Halverson stated she and Sherry Burr conducted two water quality sampling events for the month of May. The water in Donkey Creek was waist high and the banks were extremely muddy, thus the site was not safely accessible. Turbidity was too high in Mule Creek and Wind Creek to get a reading from the Turbidimeter.

She stated she will be working more on the NRCS Collaborative Cooperative grant and Ryan Murray from NRCS will come to Sundance on June 17th to help Jason Nehl and her with grazing plans.

Ms. Halverson discussed recent subdivision reviews. **Lily Altaffer made a motion to tentatively approve the Sky View Minor Subdivision, pending a final review; Kim Fundaun seconded. No discussion. Motion carried.**

Sarah Anderson provided an update to the Board on wildlife-forestry projects in northwestern Crook County. She is drafting a contract for a conifer removal project in sage-grouse habitat areas to remove raptor and predator habitat. Ms. Anderson conducted several site visits throughout the month of May for existing hazardous fuels reduction projects and will have a final inspection next week.

She met with landowners to start designing fuels reduction projects and will send targeted mailings to others. Ms. Anderson discussed potential collaboration opportunities with the Bearlodge Ranger District.

Ms. Anderson provided office updates, including the submittal of the proposed budget to the Department of Audit and County Clerk, the base funding voucher to WDA, and emails to Ketel and Thorstensen regarding upcoming audits. She is working on the final budget for FY26.

Board of Supervisors



Joan McGraw provided an update to the Board regarding her limited availability and stated she is unable to commit to a position with the CCNRD at this time.

Local Updates: Ms. Halverson stated the Moskee land exchange is still controversial, and that the Office of State Land and Investments has a new Deputy Director position.

Financials: The Board reviewed financial documents for May. **Kim Fundaun made a motion to pay the bills; seconded by Wanda Burget. No discussion. Motion carried.** The Board discussed opening a separate savings account to retain revenue from sales and services not affiliated with grant funding. **Kim Fundaun made a motion to open a savings account at the Sundance State Bank with signatory authority and account viewing status aligned with our existing checking account; seconded by Wanda Burget. No discussion. Motion carried.** The Board discussed the reserve account status of the existing savings account and vehicle replacement fund.

Minutes: The Board reviewed the Minutes from May. **Wanda Burget made a motion to approve the May 12th, 2025 Minutes; seconded by Kim Fundaun. No discussion. Motion carried.** **Wanda Burget made a motion to approve the May 20th, 2025 Special Meeting Minutes; seconded by Lily Altaffer. No discussion. Motion carried.**

New Business: The Board reviewed and discussed a proposed Resolution. **Wanda Burget made a motion to approve the 2025 Resolution Requesting the USFS Black Hills National Forest Restore Funding for Invasive Weed Management on the Black Hills National Forest; seconded by Lily Altaffer. No discussion. Motion carried.**

New Business: The Board discussed staffing needs and reviewed three position announcements. **Wanda Burget made a motion to advertise the Program Coordinator, Administrative Assistant, and Office Administrator position; seconded by Casey Devish. No discussion. Motion carried.**

The Board discussed the graciousness of volunteer help unloading the semi with trees. **Lily Altaffer made a motion to offer volunteers of the 2025 tree sale a 10% off voucher for the 2026 tree sale, which is to be non-transferable, expire May 30th of 2026, and allow one voucher per family order; seconded by Wanda Burget. No discussion. Motion carried**

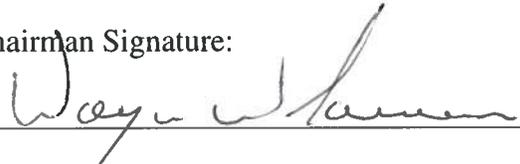
Upcoming Schedule: The next Board meeting/budget hearing will be July 8th or July 15th in conjunction with the Campbell County Conservation District joint watershed meeting.

Adjournment: **Wanda Burget made a motion to adjourn at 2:30 pm; seconded by Kim Fundaun. Motion carried.**

Minutes Submitted by Sarah Anderson (Signature):

 Date: 06.30.2025

Chairman Signature:

 Date: 7/8/2025