



Crook County Natural Resource District (CCNRD) January 3rd Regular Board Meeting Minutes

CALL MEETING TO ORDER The meeting was called to order at 12:11 pm by Chairman Wayne Garman at the Sundance USDA Service Center.

ATTENDANCE

Board: Wayne Garman, Lily Altaffer, Casey Devish

Employees: Sarah Anderson, Bridget Helms, Jessica Halverson, *Call in:* Carmen Horne-McIntyre

Guests: Staci Steiner, FSA County Executive Director

MONTHLY UPDATES

FSA Update Staci gave an update on new programs for 2023 and current program status and deadlines.

Water Quality Program Updates by Carmen & Jessica

Grant updates The new sealer was received last week and is in place in the lab. Carmen and Jessica met with DEQ and Campbell County Conservation District in December to discuss monitoring plans and sampling plans. A meeting with Campbell County Conservation District is scheduled for this week to discuss future work and grant opportunities. Annual reports are being completed. Requests for proposals for WDA and NACD grants will be coming soon and we also are considering applying for the Barnyards and Backyards workshop grant as well. Workshop ideas were tree planting and care, composting, pollinators. Carmen found a new grant opportunity with Water for Wildlife foundation if we have projects that fit to keep this grant in mind. BMP project update was given, three projects are moving forward, and one has decided not to at this time.

Estate Planning Workshop Jessica has been working with Caleb in Newcastle and John Hewlett, UW Extension for an "Ag legacy" workshop planned for March 1, 6-8 pm in Sundance and March 2 in Newcastle. It will cover topics such as estate planning, business setup, and smooth transitions to next generation. Advertising will go out soon.

Forestry Program Update by Sarah

Pine Ridge Fuels projects are 80% completed and the first reimbursement request was received. One contract needs to be reviewed due to timing, the rest are under way or completed. The USFS MOU was approved, and the draft MOU was received. Sarah has reviewed it and has recommendations; she has reached out to the County Attorney for assistance. The CCNRD will get two seats at the table; the last time it was Wayne and Sarah.

Annual reports for the forestry grants are being completed.

Office Manager Update by Bridget

Updated bank signature cards were signed. The board was informed of upcoming changes regarding required Board training. Bridget plans to attend the Wyoming Association of Special Districts meeting on January 20 by zoom. She has started work on year end reports. She is organizing a staff meeting with a potential website platform. Work on the logo is ongoing.

Local Issues Spring Branch Reservoir- per the letter dated December 20, 2022 assistance from the CCNRD is no longer requested on this project.



Financials

A motion to pay the bills was made by Lily and seconded by Casey. Motion carried. All checks were signed. Reconciliation reports prepared by Bridget were reviewed and signed.

Approve December 1st Minutes A motion to approve the December 1 minutes as presented was made by Lily and seconded by Casey. Motion carried.

OLD BUSINESS

Tree Program Order forms are available, and the first order has been received. Flyers and order forms were given to the board. The last day to order will be April 12.

Compost Bins Lily made a motion to purchase one pallet of composters (18 bins). Casey seconded. Motion carried. Composting workshop ideas were suggested.

NEW BUSINESS

Board positions Lily made a motion to leave officers in the same positions: Wayne Garman, Chairman, Lily Altaffer, Vice Chairman, Wanda Burget, Treasurer, Kim Fundaun, Secretary, Casey Devish, Member. Casey seconded; motion carried.

Time off requests for employees were approved.

Executive session A motion to enter executive session to discuss personnel was made by Lily at 1:57 pm. It was seconded by Casey. Motion carried. A motion to leave executive session was made by Lily at 4:26 pm and seconded by Casey. Motion carried.

A motion was made by Lily to increase Carmen’s hourly wage by \$1.15 and increase Jessica’s hourly wage by \$1.00. Bridget will begin Wyoming Retirement benefits and she will pay the employee portion. Sarah will receive health benefits, through a stipend or health savings type account. Casey seconded. Motion carried.

Motion to adjourn was made at 4:28 pm by Lily Altaffer.

Office Manager Signature:

 Date: 2/7/2023

Chairman Signature:

 Date: 2/7/2023