



Crook County Natural Resource District (CCNRD) July 9th Regular Board Meeting & Budget Hearing Minutes

CALL MEETING TO ORDER The meeting was called to order at 12:08 pm by Vice Chairman Lily Altaffer.

ATTENDANCE

Board: Lily Altaffer, Casey Devish, Wanda Burget

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

Guests: Jason Nehl, NRCS

MONTHLY UPDATES

A. NRCS Update Jason gave an update on program applications and current NRCS funding.

B. Water Quality Program Updates by Carmen & Jessica

Carmen has spoken with David Overstreet (DEQ) about the 319 grant extension request and she will submit it later this week. The WDA grant RFP that we expected this year will likely not be until next spring. Jessie and Carmen are providing data to DEQ for the TMDL. Discussion about the level of project location detail to share with DEQ was discussed. The CCNRD will follow the guidelines NRCS uses. The updated SAP has been approved. A motion to sign the SAP was made by Wanda and seconded by Casey. Motion carried. Jessie will submit the quarterly report for the UAC grant due Monday. Bridget and Jessie will be putting in a lot of time on this grant for the county fair and related outreach. Jessie has reached out to Danielle Roth (SEO) and the state climate office for help with evaporation rates on the shadeball project. The numbers she's been getting have aligned with what is normal for Wyoming. The NRCS collaborative grant paperwork was sent back to NRCS. Last water sampling date was June 12, Jessie will have those numbers for review at the next meeting. The courthouse display case has been filled for the month of July. We will have a booth at the fair as well as help with activities at the hoop house. Carmen would like to have the CCNRD guidance document explaining our programs ready to hand out at the fair booth.

C. Forestry Program Update Sarah discussed issues with the forest plan revision. Her NFAB application is still not approved, so those meetings will not be happening until they are approved. The cooperating agency meetings have also been cancelled. The Old Growth Amendment MOU has been signed. Tomorrow there is a tour in Laramie, Sarah will try to attend the virtual portion and follow up with attendees after the meeting.

Grant updates: The Miller Lytle CAFA grant has 2 projects left to finish allocating the funds. The WWNRT grant has \$24,000 funds remaining, she is working with Jason to spend. The Muley Fanatics remaining money will help pay for the audit. We received verbal confirmation we were awarded \$300,000 in funding for the North Sand CAFA. She was also informed we will receive \$175,000 of the \$500,000 request to WWNRT, with the idea we could come back again next year for the other \$325,000.

D. Office Manager Update by Bridget

Bridget has been working on the year end financials and budgeting, she has filed the quarterly sales tax report, and will submit the F-32 soon. She went water and soil sampling in



June. She received two subdivision reviews and completed one for this month. She has been working on the annual plan of work and annual report and would like to have them completed by September's meeting this year. She has reached out to the Keyhole Country Club as a possible location for the Area 1 meeting to be held September 5. Now that we have a date Bridget will follow up on reserving this space for the meeting. Electronics Recycling date is still being worked out with Jeremy. We will need to utilize a paved surface this year and will hold the event at our office this year. Casey suggested contacting Pine Haven and Moorcroft to see if they would bring items over for their residents. The "Intend to use lab funds statement" form was presented. Casey made a motion to sign the form, Wanda seconded the motion. Motion carried.

E. Financials The bank reconciliation reports prepared by Bridget were reviewed and signed by the Board.

F. Approve June 4th and June 27th Minutes Wanda made a motion to approve the June 4 meeting minutes with an edit, Casey seconded, motion carried. Casey made a motion to approve the June 27 meeting minutes seconded by Wanda. Motion carried.

OLD BUSINESS

A. Employee job descriptions is tabled until August.

B. Personnel Policy is tabled until August. The Board asked Bridget to print the county's policy for comparison.

NEW BUSINESS

C. Douglas No. 1 Subdivision Review was presented by Bridget. Discussion. Wanda made a motion to approve the Douglas No 1 Subdivision review, Casey seconded. Motion carried.

D. Final Budget Approval was presented by Bridget. Discussion. Wanda made a motion to approve the budget. Casey seconded; motion carried.

E. NRCS Conservation Plans Casey made a motion to sign the conservation plans presented. Wanda seconded. Motion carried.

F. Conservation Corner We would like to have a "conservation corner" on our website. Bridget asked the members of the Board if they could pass along interesting topics and articles we could share on this space. Ideas were discussed, relating articles to what's going on in the office- such as trees, e-cycling, urban ag.

OTHER BUSINESS Wanda made a motion to enter executive session at 2:25 pm to discuss personnel. Casey seconded; motion carried. Wanda made a motion to leave executive session at 2:41 pm. Casey seconded; motion carried.

Motion to adjourn was made at 2:41 pm by Wanda and seconded by Casey. Motion carried.

Office Manager Signature:

Bridget

Date: 8/6/2024

Chairman Signature:

Wanda

Date: 8/6/2024