



Crook County Natural Resource District (CCNRD)
August 6th Regular Board Meeting Minutes
12:00 pm Sundance USDA Service Center

CALL MEETING TO ORDER at 12:03 pm by Wayne Garman

ATTENDANCE

Board: Wanda Burget, Wayne Garman, Kim Fundaun, Lily Altaffer (call)

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

Guests: Jason Nehl, NRCS.

MONTHLY UPDATES

A. NRCS Update- Last week staff attended statewide meetings in Lander. Their office is very busy with contracting.

B. Water Quality Program Updates by Carmen & Jessica

Grant updates- Jessie presented the NRCS collaborative cooperative grant agreement for the Board to sign. Kim made a motion to sign the NRCS collaborative cooperative grant agreement, Wanda seconded. Motion carried. Jessie has been water sampling, attended sampling training, participated in activities at the county fair, completing data entry for DEQ, and planning activities for the UAC grant. Jessie also showed photo results of the shadeball project. **Sampling** results were reviewed. Water was low at the last event. Bridget, Carmen and Jessie are setting a date for a water sampling audit at end of September.

TMDL- DEQ was sent the data in the a google folder, now they want the data in an excel spreadsheet instead, so staff is working to complete this. Site information for DEQ will be provided in HUC 12 format.

Carmen has submitted quarterly reporting, she attended WQ training last week in Lander..

C. Forestry Program Update by Sarah

Sarah has completed site visits with state forestry, working through issues with scrub oak mitigation. For the sage grouse habitat project CCNRD will work with landowners/contracts but we will not do the reporting due to the lack of administrative funding. Sarah has attended 1 USFS BHNH cooperating agency meeting and 7 USFS national old growth amendment meetings. The MOU with WWNRT received for \$175,000 for the North Sand project from July 2024 through June 2027. Kim made a motion for Sarah to sign the Wyoming Wildlife and Natural Resource Trust and CCNRD North Sand Forest Health grant agreement. Wanda seconded. Motion carried. Sarah has been attending landowner meetings in the Sand Creek and Red Canyon areas.

D. Office Manager Update Bridget has submitted the F-32 report to the Department of Audit, completed the Kara View subdivision reviews, attended county fair, working on the annual plan of work and annual reports, preparing for the financial review with Ketel Thorstenson, planning the area 1 meeting and electronics recycling events. Several sponsorships for the recycling event have been received. **Annual Report Summary** was signed. **Ketel Thorstenson Engagement Letter** A motion to sign the online engagement letter was made by Wanda and seconded by Kim. Motion carried.



- E. Local Issues** – Election filing periods begin August 7 through August 26. Sarah has been contacted about Moskee land exchange issues and questions about sampling water on Sand Creek. Discussion on Noxious weed designation for cheatgrass.
- F. Financials** A motion to pay the bills was made by Wanda and seconded by Kim. Motion carried. All checks were signed, and the reconciliation reports prepared by Bridget were reviewed and signed.
- G. Approve July 9th Minutes** A motion to approve the minutes as presented was made by Wanda and seconded by Kim. Motion carried.

OLD BUSINESS

- A. Employee job descriptions** the board made suggestions on how to reformat the descriptions. Staff will revise and present at the next meeting.
- B. Personnel Policy** The board suggested employees to meet and bring the policy back with edits for review next month.

NEW BUSINESS

- C. Kara View Minor Subdivision Review** was reviewed. A motion to approve the Kara View Minor Subdivision Review was made by Wanda and seconded by Kim. Motion carried.

Time off requests were approved.

Motion to adjourn was made at 2:38 pm by Wanda.

Office Manager Signature:

Bridget Date: 9/3/2024

Chairman Signature:

Wayne Date: 9/3/2024