

**RAFTER J RANCH HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING
MEETING MINUTES—APPROVED
February 22, 2005 at 7:00 p.m.
Rafter J Office**

IN ATTENDANCE:

DIRECTORS: Vernon Martin, Kip MacMillan, Don Martin, Jim Huspek, and Chuck Rhea

STAFF: Cheryl Fischer

GUESTS: Paul D'Amours, Attorney with Hess, Carlman, and D'Amours Matt Ostdiek with Rendezvous Engineering

CALL TO ORDER:

Chuck Rhea, President, called the meeting to order at 7:00 p.m.

PAUL D'AMOURS, ATTORNEY:

Easements: Paul had prepared a resolution for the Board to sign authorizing the easement and agreement between the Homeowners Association (HOA) and the Improvement and Service District (ISD). After review, the Directors signed the resolution. He noted this is the final version of the easement that the HOA will enter with the ISD for ownership and operation of Rafter J infrastructure. Paul further noted that he is representing both the HOA and ISD (Boards) and noted the conflicted situation and stated that he tried to draft the easements to be fair to all sides. After discussion, Kip moved to direct (based on the Resolution Authorizing Easements and Agreements signed by the Homeowner's Board) the President to sign the Utility Easement and Agreement and Bill of Sale. Chuck R. seconded the motion. All were in favor. The instruments were then signed. Chuck R. further thanked all the people who put so much hard work into this thing and noted they should be acknowledged and thanked. This was a tremendous amount of work to get this done.

Dr. Richter's water line: Paul and the Board discussed Dr. Richter's water line issue and the responding correspondence to Hank Phibbs, Dr. Richter's Attorney.

Townhouse Easements: Paul stated that he had received the easement from Cedarwoods. Paul and the Board had further discussion on the easements.

MINUTES: (JANUARY 25, 2005)

Kip MacMillan moved that we accept the minutes as presented. Don seconded the motion. All were in favor.

ACCEPTANCE OF THE FINANCIAL REPORTS:

Vernon Martin moved that we accept the Financial Report for January of 2005. Don seconded the motion. All were in favor.

MAINTENANCE REPORT:

Jim Huspek noted that Chuck McCleary didn't have a report to give.

HOMEOWNER'S ISSUES AND CONCERNS: The Board discussed the following issues:

Dog Letters: The Board discussed some letters received regarding dogs. Discussion followed. After discussion, it was noted that letters would be sent to the owners.

Snow Machine: It was reported that someone was riding a snow machine in Rafter J and that Chuck M. would talk to them.

Speeding: This topic was discussed but no action was proposed.

CORRESPONDENCE AND DISCUSSION ITEMS: The Board reviewed and discussed the following items:

Jackson Hole Christian Center Status of Well Easement: After discussion Jim stated that he would call Paul D'Amours, Attorney, instructing him to contact Bill Schwartz regarding the easement issue.

Web-Site: Vernon noted he hadn't done anything.

Assisted Living Center Letter: The Board reviewed a letter drafted to the Assisted Living Center regarding fees. After discussion, Don moved that we authorize Chuck Rhea to send the February 9 draft letter to Bob Wachter with a minor change. Kip seconded the motion. All were in favor.

Division of Responsibilities among Directors: Chuck R. asked for any comments, concerns, and any action. It was noted to discuss this next month.

Job Descriptions: It was noted that (former Board President) Bob Henderson had sent a job description for Cheryl's position and was promised that another would be sent for Chuck M. Chuck R. noted that he appreciated all that work. Chuck R. then suggested that we forestall any action until both had been received. Chuck R. asked for any objections and then discussion followed. After discussion, it was further noted to keep the job description issue on the table until both had been received and to consider them together. It was also noted that Cheryl is to review her job description and add comments.

Health Insurance Sub-Committee: It was reported that the health insurance sub-committee has not met.

Line of Credit-paperwork from Jackson State Bank: Jim noted to his knowledge the bank has not acted to remove the hold on the funds. However, the letter from Teton County is in their hands.

Delinquent Property Owners: The Board discussed delinquent accounts and noted the action to take on delinquent property owners.

Individuals Requesting Information/Privacy Policy: The Board discussed the privacy policy. After discussion, Chuck R. made a motion to adopt the amended privacy policy on a trial basis for six months and to revisit the issue in six months. Don seconded the motion. All were in favor. Chuck R. mentioned a great big thank you to Vernon for putting all the work into this. The Board also discussed some possible ways to provide information to everyone when there are particular problems that occur in the subdivision.

Insurance Package Renewal for the Homeowners Association: Jim noted there was nothing new but within the next day or two, the Board would have information out to the different insurance companies.

Other: Chuck R. responded to an individual with questions on the Corral and Stables Lot, 332, and mentioned an action to take on his idea. Chuck R. also mentioned a telephone call from the Assisted Living Center (ALC) regarding the lighting problem. It was further noted the ALC is getting prices on some adjustments and are going to add something on the far two lights and see how it works. Chuck R. further noted that he didn't sense anything other than cooperation. The Board discussed the letter from Teton County Planning & Development regarding an individual applying for an application in operating a home daycare. After discussion and a review of the covenants, the Board took no position. Also noted was a comment from an individual regarding the safety issue of the stop signs on the pathways that are misinterpreted by motorists as applying to the roads. After much discussion, The Board will be looking into this further.

Improvement and Services District (ISD) Issues: The following ISD-related information was reported to the Homeowners Board.

ENGINEERING REPORT: Matt Ostdiek gave an update on the following items:

Water Supply Project: Matt reported on one of the existing wells. He also noted that all piping inside the well is being replaced. Matt noted the new control building is progressing well. The floors are in and Hansen got the piping in the building connected last week. The generator ought to be showing up in the next week or two and Delcon probably started the electrical work that day. Matt further noted that what remains to be done is the tie-in to the 12" main where the problems occurred with the pipes blowing apart a week and half previous. Matt then provided details on those incidents that resulted in two water outages. Matt noted he had not checked on whether the Omnibus Water Bill had been approved by the state legislature. Matt did hear it had passed one house. Chuck R. had heard the governor was going to sign the bill. Matt predicted that control would be transferred to the new building next month. Matt did note that an unknown right now is when Weber is going to show up to drill the new well. More comments followed regarding the project along with issues on the waste water and Game and Fish.

Dialer: Matt noted that the water system controls are going to have a telemetry system and a dialer. Matt mentioned having two telephone lines and setting it up with Qwest so there would be a charge coming in. Questions were raised as to the need for two telephone lines. Matt responded that one is dedicated to the dialer and the other is dedicated to the computer. The Board noted that the Rafter J office has one DSL telephone line to service both the computer data and voice telephone line. After comments, Matt stated he would make another call and check on that.

Survey on the Crawl Spaces: Chuck R. asked Matt how the survey was coming along in the crawl spaces. Matt responded that the survey would be done in the next two weeks and that it is going well. Matt further noted they are trying to fill in the gaps right now, catching homes that had been skipped earlier.

Phil Wilson's Easements: Matt shared more information with the Board on the water project and mentioned contacting Phil Wilson regarding granting the ISD an easement on his property for the road use but also have it for utility use. It was further noted that an easement is being drafted dealing with all these things and the goal is to be as restrictive to future use by Mr. Wilson as practical. Discussion followed regarding other issues, agreements, and easements. Jim noted that Paul D'Amours is working on the easement and it is hoped he can have a draft by the end of the week so that he can get it to Phil Wilson. Additional comments followed on the easements.

Infrastructure (Water and Sewer) Project: Matt noted that he is working on it but not getting enough done because of emergencies. He reported that he is behind schedule. Matt had hoped to have plans and documents out by this time but is weeks away from getting that done. Matt shared with the Board a concern that came up a few weeks ago regarding being able to request bids only after the project receives approval from the Wyoming Water Development Commission (WWDC). He further noted that between his delay and the bid request delay he is concerned it will be May before work can be started which is high ground water time. He is still pushing to get plans out ASAP but may not be able to get a whole lot going early this spring. Rafter J may have to focus more on work this fall. He still wants to get the pricing going and get bids back. One thing he wants to emphasize more is the investigation on the sewer repairs. Matt noted there are at least two or three outfits that can inject this 3M product at the connections from the service lines to the mains. Comments followed. Matt also mentioned that when work was done on the sewer line project and the water valves under Big Trail and Tensleep last summer it was necessary to get a separate DEQ permit. Matt further discovered that the permit needed to be submitted so he had Chuck Rhea sign the document.

ISD Payments: Matt and the Board shared comments and questions on the payments on the loans. Jim further noted that he would call the county regarding a payment from them on a loan. More comments followed regarding the ISD being audited.

ADJOURNMENT: Kip made a motion to adjourn. Vernon seconded the motion. All were in favor. Meeting adjourned at 9:50 p.m.