

RAFTER J IMPROVEMENT AND SERVICE DISTRICT MEETING
RAFTER J OFFICE
2951 Big Trail Drive Jackson, WY 83001
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Date: February 18, 2015 @ 12:00

Minutes of Meeting:

Attending For the District:

Directors:

President: Gordon Gray
Secretary: Wayne Flittner
Treasurer: John Lotshaw

Staff:

Chuck McCleary
Cynthia Wiley

Also Attending:

Kurt Stout, Meridian Engineering
Paul D'Amours, Attorney for Rafter J
Jim Huspek, Homeowner

Call To Order:

President Gray called the meeting to order at 12:00 Noon.

1) Water usage analysis / potential leaks. Next steps.

Gordon discussed the data that was received in emails that revealed we are pumping far more water per day than we are measuring via meters and billing for. Gordon posed two questions to start the discussion: How do we isolate sections so we can determine if and where major leakage is occurring; and how do we go about making sure the data is correct so we can approach Adams Canyon and South Park with a plan.

The discussion that followed reviewed how this situation developed from a developer's request to add considerable industrial/commercial space to South Park. The report of James Brough of the Wyoming DEQ stated, 'based on our current pumping volume measured by the pump house meter, we do not have the additional capacity to support the request.' When we compared water volume billed against water volume pumped there seems to be a huge discrepancy—enough to suggest significant leakage or volume used but not measured somewhere in the distribution system.

Kurt, Chuck, and Paul all chipped in with background information and where valves were located, where pipes were installed such that the conversation and information began to formulate what action we could take to develop solid data on where the excess volume was going. Jim Huspek added much historical information as he was on the ISD Board from the beginning and could shed light on various agreements and understandings that relate to service to South Park and such. The conversation consensus was that:

- a) We should isolate the Rafter J portion of the system and test via observing tank volume change against normal consumption and see if the major loss is in the Rafter J portion of the system. We know the only un-metered use in Rafter J is the open irrigated public areas (this consumption can be estimated by an hours on/sprinkler flow per head/number of heads) review for each section. We also know there are un-metered areas in the North East 40. These areas

are not using water at this time of year. The consensus was we may need to add a gate valve or two to the system to accomplish this. This cost might be several thousand dollars and all felt this was a reasonable thing/expense to do.

- b) We should devise a plan to isolate Adams Canyon and also South Park to measure/test those portions of the system.
- c) These tests should be conducted during early morning hours to minimize shutting off service to users.

John Lotshaw moved we work with the above three steps, and we assign the task to Kurt and Chuck as they have the valve location, details/system knowledge. The motion was seconded by Flittner. It passed unanimously.

2) FEMA flood plain study update. Next steps.

Gordon thought we should explore this on behalf of the Rafter J residents as we have the talent and knowledge on hand to do so. Kurt commented he has completed much of the back ground work necessary including developing concepts on drainage measures that could be accomplished to eliminate the problem. This information would be the basis for drafting a CLOMR (Conditional Letter of Map Revision) that would be submitted to FEMA. The cost would be approximately \$10,000.00. If FEMA approved the project and expense could be presented to the residents—as not only would flood insurance premiums go way down for those immediately impacted by the new flood plain maps, the benefits would be felt by all residents.

John Lotshaw moved the ISD ask Meridian Engineering, Kurt Stout to draft the CLOMR letter with this funding. The motion was seconded by Flittner. It passed unanimously.

3) Initial discussion. Adjust ISD annual assessment rate.

Gordon had indicated that based on expenses and revenue to date that the ISD will in fact run in the red for the year. The issue of unaccounted for, not billed water volume brought this issue into focus. We would need to address this issue promptly as all such rates and adjustments need to be in our annual budget which needs to be submitted to the County well before July 15. Flittner had worked with John Shipman on our current 2014 Budget with the help of Cynthia and Barb Fields. John Lotshaw and Wayne Flittner have scheduled a team meeting for starting the budget Tuesday, February 24th at 4 pm.

4) Adjournment

Gordon moved to adjourn; the motion was seconded by Wayne. It passed unanimously. The meeting adjourned at 1:30 p.m.

Minutes Drafted By:
Wayne Flittner