

RAFTER J IMPROVEMENT AND SERVICE DISTRICT
ANNUAL DIRECTOR'S MEETING

RAFTER J OFFICE
2951 Big Trail Drive Jackson, WY 83001
Phone: 307-733-5262 / Email: Office@RafterJ.Org

Date: July 15, 2015 @ 12:00

Minutes of Meeting:

Attending:

For The District:

Directors:

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

Staff:

Cynthia Wiley
Chuck McCleary

Also Attending:

Paul D'Amours, HCD Lawyer
Kurt Stout, Meridian Engineering
Brian Remlinger, Homeowner
Vern Martin, Homeowner

Call To Order:

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

1) Approval of 2015 - 2016 ISD Budget

Gordon opened the public hearing on the 2015-2016 Annual Budget. Brian questioned why the ISD Board pays the HOA Board approximately \$90,000 annum to share personnel administration costs. Wayne moved to approve the 2015-2016 Annual Budget. The motion was seconded by John. It passed unanimously.

Copies will be sent to all appropriate agencies and posted on the Rafter J website.

2) Remlinger questions

- a) Did the ISD really pay for the paving, and I assume engineering services, of the Rafter J Ranch HOA driveway/parking area? If so, is it legal for the ISD to maintain a private driveway/parking area?

Gordon explained the ISD was approached by the HOA to manage the project. Kurt and Gordon did the survey work and design, and Evans Construction did the paving. Paul D'Amours commented that since the ISD shares employees, the building office space, the ISD is okay paying half the cost. People stop at the office for ISD matters and use the driveway.

- b) Did the ISD Board consider a local or WY asbestos inspector or other engineering/consulting firm to conduct the water line asbestos assessment prior to selecting an out of state company?

Gordon responded first with we had initiated a complete review of our procurement policies two years ago via Nicole Krieger and that our current “Policy” is the result of that audit and updating. When the leak was discovered which revealed the pipe was AC, we initiated a search for qualified consultants. Since Gordon had prior working relationships with Golder they were contacted and were able to provide the required services in a timely manner. The goal was to get the best advice/information from a highly qualified environmental consulting firm and provide a thorough report addressing any and all health hazards.

- c) Has the ISD Board included Walden Pond HOA roads in the future maintenance program/planning or have they considered lowering the annual assessment for Walden Pond HOA in lieu of maintenance, similar to the snow plowing reduction?

Paul D’Amours commented it is a fair question and feels the ISD should address it. Remlinger exhibited an ISD letter (Hess Carlton—10/31/2011) that states we need to address assessment reduction or include in future plans. The ISD needs to develop a policy/plan that is consistent.

Consensus was the Board will explore all aspects and develop such a plan potentially by years end.

- 3) District expansion issues. South Park Service Center, Paul Perry, etc.

Paul D’Amours opened with suggestion that the ISD could be considered a “water company”. Within this context, one approach would be to bring the South Park Service area into the ISD boundaries, the same as all the sub-units in Rafter J. We could draft a petition to do so. Flittner questioned the existence and implications of an ISD letter to Paul Perry that states we would supply water. Vern Martin offered that Perry may have paid a “Tap Fee” and this issue should be looked into. Paul felt that this was not binding on the current Board.

Consensus was that since there are many aspects to this effort and many might place the Rafter J residents in a different financial responsibility position we should not commit to supplying water by “agreement” at this time. Paul D’Amours will draft a letter to this effect.

- 4) Other Business

- a) Bids for meter pits at NE 40, End of the Trails, and Walden Pond

This discussion focused on the installation of meters/meter pits on the unmetered areas both in the sub units and public park areas. Chuck McCleary said he had bids for the work and consensus was “do it” since we included it in the budget.

5) Other items from the ISD.

a) Sewer Inspection

Chuck reported it looks like our previous supplier is no longer in business; we should look for a new supplier. Vern commented this TV inspection is a very good way to discover homeowners that are dumping sump pump flow into the sewer which is not allowed. Kurt commented that since we are at build-out such inspections may not be needed as the flow volumes will in effect produce a self-cleaning mechanism. Consensus was for Chuck to locate a new supplier and continue the planned inspection schedule on an annual basis to offset costs and insure that each segment is videoed every five years.

b) South Park Fire Hydrant

Chuck reported in his annual program of checking/flushing fire hydrants he thinks someone has been using water via a South Park Fire hydrant. He will investigate and report his findings.

c) Cross Walk Stripping

John brought up this issue as it seems the stripping wears away in too short a time. Gordon commented on expense and feels the costs may outweigh the benefits. Paul felt that the ISD is not necessarily exposing itself to liability if the cross walks are not striped. Gordon suggested we explore potential signage to address this issue from a long term cost effective basis.

6) Adjourn

John moved to adjourn; the motion was seconded by Wayne. It passed unanimously. The meeting adjourned at 1:40 p.m.

Minutes Drafted By:
Wayne Flittner