

**RAFTER J RANCH HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS REGULAR MEETING
MEETING MINUTES—APPROVED
April 26, 2005 at 7:00 p.m.
Rafter J Office**

IN ATTENDANCE:

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

STAFF: Chuck McCleary and Cheryl Fischer

HOMEOWNERS: Jason Wells

CALL TO ORDER: Chuck Rhea, President, called the meeting to order at 7:05 p.m. and gave a brief meeting summary.

MINUTES: (MARCH 22, 2005)

Kip MacMillan moved to approve the minutes. Don seconded the motion. All were in favor.

ACCEPTANCE OF THE FINANCIAL REPORTS:

Don Martin moved to increase the Improvement and Service District (ISD) budget line item under Major Repairs and Replacements by \$15,000.00 to pay for the cost overruns to the Water Control Building project. This money is to come out of the Water System Maintenance budget line item under Operating Expenses. Vernon seconded the motion. All were in favor. Chuck R. asked for any other questions on the budget before final approval. There being none, Vernon moved to accept the financial report for March 2005. Don seconded the motion. All were in favor.

MAINTENANCE REPORT: (NOTE: Some of the items reported are actually ISD business but are of interest to the Homeowner's Association.) Chuck McCleary gave a report on the following:

Sewer Lifts: Chuck M. reported that pump 2 in lift station 2 plugged twice in the last week. The pump had to be pulled out to be unplugged in each case. He also reported that the lift mechanism needed some redesign and the winch on it is not big enough to pull the huge pumps that are in lift station 2. He stated he could use the redesigned lift mechanism for the smaller pumps in the other lift stations because they are approximately one third the weight of the pumps in lift station 2. He is using a backhoe with the help of Dave Stickel to pull the pumps out of lift station 2. Discussion followed. It was further suggested to add a note in the spring letter regarding the problems foreign objects have caused and to point out it costs money every time it happens. More discussion followed and Chuck M. stated that, overall, what has been done on the sewer lifts is awesome compared to what it had been.

Telemetry: Chuck M. noted it has been installed into the sewer lift panels but isn't tied in yet until the telemetry is installed in the new pump house. Chuck M. stated that the conduit and the telephone wire to support the system in today. Chuck M. noted that he has to finish his connections but he has to have the telemetry installer tell him what is desired.

Generator: Chuck M. reported that he had the standby diesel generator filled with fuel. Chuck M. noted some glitches in the diesel generator control program regarding the monitoring of the fuel tank level and that he had called the manufacturer. Chuck M. also noted that the manufacturer wants to establish a maintenance schedule in which they change oil and filters or perform a maintenance check every six months. It was also noted they are doing other generators in the valley so they can divide the cost and travel time between the clients. In order to have the warranty valid the diesel has to be serviced in this manner by certified people. After discussion, Chuck M. would provide the Board with a price on the maintenance for twice a year at the next Board Meeting. Chuck also mentioned that he is going to buy some good hearing protection. Chuck M. also reported a minor problem with the motor-controlled louvers that are intended to open for cooling when the diesel runs and the problem is being addressed by Delcon.

Five Parks: Chuck M. reported that taps were installed last year for the sprinklers in the parks. Three of the five have been hooked up. Rick Morgan of Sprinkler Specialties does not have the new sprinklers yet but he is working on completing the work. Chuck M. mentioned they are installing double backflow prevention, putting in the boxes, digging the holes, and setting up everything to code. There is a lot to it; in addition, they are digging by hand.

Fire Hydrant: Chuck M. noted that a fire hydrant was believed to be leaking on Appaloosa. Chuck M. stated that he could not shut the fire hydrant off and it was leaking. He has ordered a replacement. There was also discussion on the flushing of fire hydrants. Chuck M. noted that he usually does it in the spring but noted it is possible to do it in the fall.

Air Pack: Chuck M. noted that a new Scott Air Pac for the chlorine room. He asked the Board what should be done with the old one. Chuck M. noted that the Scott Air Pac is a fresh-air, positive pressure pack. The old one is at least ten years old because it was here when Chuck M. was hired. Discussion followed and Chuck M. further stated that he would check out the new unit when he has time.

Weed Spraying: Chuck M. noted that John Branka wants to start spraying before they go to seed next week, weather cooperating. Chuck M. indicated that he needs to check on what remained in the budget from last year. He stated he would work that out with John. If he can get to it and there is not enough in the budget to cover the work, he would hold off submitting the bill until after July. Chuck R. noted that there had been some conversation last year about being more aggressive in spraying. Chuck R. noted his services would be required again next year with about the same program. Chuck M. stated he starts with dandelions and comes back to spray thistles and other noxious weeds when the time is right. Chuck M. noted that the spray solutions are all over the counter. In response to a question on how to handle weeds in the storage area

this year, Chuck R. responded that it is better to deal with it early. Discussion followed regarding weed whacking or spraying. Chuck M. stated that he could call John the next day and have him spray the storage area with something that kills everything.

Fence: Chuck M. reported that he had asked Neil Robertson whether he could match or better another bid that includes putting new wire up with the fence like that along the highway. Neil said the price is the same with the new wire. Chuck M. noted that price is \$5.50 per lineal foot with any gate or anything else being extra. Chuck M. noted there would be extra charges on Seherr Thoss's side because there is barbed wire that has to be removed. Chuck M. further noted that Mr. Seherr Thoss has already called him wanting to know what would be done about the fence. Chuck M. stated he plans to start by the church and put the new fence up in where it was dismantled by the cattle guard leading to the new pump house. Chuck M. also noted the problem on this fence is that many of the posts are so rotten they are breaking over. Chuck M. would award Neil the contract the next day. Neil had said that he could probably start the next week due to some cancellations. Chuck R. noted there was \$6,000 for this in the budget.

Water Tests: Chuck M. shared information on monthly water tests and the other tests done throughout the year. Chuck M. also noted the DEQ requests certain tests.

Storage Area: Chuck M. reported there is a red pickup camper shell in the storage area whose owner cannot be identified. The Board told Chuck M. he should dispose of it.

Nest Surveys: Chuck R. read an email from Court Smith, Ecologist, who wants to do some research. After discussion, Kip moved to approve this study of nest surveys of songbirds. The motion was amended to include that he be instructed not to park on the common ground, park, drive, or in any way bring vehicles on the common ground. Don seconded the motion. All were in favor.

Pathways and Roads: Don Martin asked if somebody was going to sweep the pathways. Chuck M. stated that County Pathways had Evans Construction do it. There was discussion on cleaning and painting lines on the pathways as well as chip sealing and painting lines on the road this year. Chuck M. mentioned he had a sweeper come in and he only had time to do our intersections and still has to clean up the edges of the roads. It was further noted that the sweeper has to come back because he is not done. Chuck M. noted the sweeper had bid the job for \$300. Chuck M. further noted that he would contact Jim Chandler, County Pathways, regarding the sweeping job on the pathways.

South Entrance: Chuck M. also gave a report on the work being done on the south entrance to Rafter J. Items discussed were the hydro-seeding, problems with the new black pipe, difficulty locating piping resulting in hand shoveling. Ultimately, an 8-inch sewer, 8-inch water, and four 4-inch conduits were installed. It was noted all the spacers prepared for the job were installed.

Kip MacMillan told Chuck M. that he was impressed with him. Kip stated he thinks Chuck does a good job for Rafter J, it is very well serviced by what Chuck does, and Chuck is well informed of what is occurring.

HOMEOWNER'S ISSUES AND CONCERNS:

Jason Wells was on the agenda regarding the River Rock Lodge lighting issue. Jason noted that he had come in October to say the lighting of the parking area is a nuisance. He noted that he and his neighbors are not asking for anything drastic to be done. They would like to see possible solutions for shielding the lighting because it comes into their houses. Jason noted that he has not heard anything for a couple of months and the only correspondence he had received from River Rock Lodge was a letter that described the design of the lighting. Jason mentioned he had some knowledge of the Design Committee's thoughts on the issue. He noted this is still a very important issue for him and his neighbors and would like to get some resolution to it. Jason felt he was out of the loop; nothing has been done for six months. Chuck R. shared information from his notes: he noted that it was the October meeting when Jason had come in, and the Board decided to take the issue to the River Rock Lodge. Chuck R. took it to Pat Hollihan, the Director, but after some delay because the Lodge was in the midst of their grand opening. Chuck R. mentioned Bob Wachter's letter of November 27 that noted the Lodge would continue to make any adjustments within reason to satisfy the concerns of the neighbors. This letter was read within a week after Pat had been contacted. Chuck R. mentioned that Pat had called him and as they talked, she decided to shield the two on the end first. Chuck R. estimated this exchange probably occurred in January at the latest. Chuck R. stated he had not seen a shield installed. Jason reported that there is no shield installed. Chuck R. further noted that Pat was also pursuing an electrical contractor to shield the lights. The problem is it that the installation just has not happened. Jason noted that Chuck's conversation with Pat was a piece of information that he was missing. Kip wondered what the impact would be if they just disabled the two lights nearest the homes. It was noted the lights are on a timer that turns them off at 11:00 p.m. The two issues noted were when would something be done and would it work. Chuck R. noted that the Board would send some correspondence because there ought to be some solutions such as removing the fixtures, turning them off, or shielding them. Chuck R. suggested inviting the Board along with Jason to a meeting with Pat about it. It was further noted to send copies of the minutes to Bob Wachter and Pat. Jason also noted that he would like to be copied in on the letter. Chuck R. stated he would prepare the letter. Chuck R. mentioned that, in the meantime, shields might be installed to see how they work. Chuck R. asked Jason if that approach was satisfactory. Jason responded to copy him in on the letter and keep him in the communication loop on what is happening. Chuck R. further stated that he would investigate if the Board can invite themselves and Jason to discuss the situation with the Lodge. Chuck R. told Jason to feel free to come to the Board meeting next month to have any questions answered. Some other solutions suggested were putting in smaller bulbs or having the lights go out at an earlier time. Chuck R. further noted he would send a letter to try to get some action. Kip suggested putting a copy of the minutes with Chuck's letter.

CORRESPONDENCE AND DISCUSSION ITEMS:

Correspondence: The Board reviewed the incoming correspondence from River Rock Lodge, Teton County Planning Development, and the outgoing correspondence to delinquent owners.

Melody Ranch Development: The Board discussed the letter from Melody Ranch and noted the action to take in regards to notifying individuals regarding the removal of obstructions within the irrigation ditch easement.

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Dog Issues: There was discussion on an email and the comment received on dog issues. After much discussion, it was noted the Board would do a pilot study regarding the placement of two dog (drop disposal) stations. Chuck R. asked if one Board Member would be willing to check in to the availability and cost of these. Kip stated he would certainly do that. Chuck R. asked if it could be available by the next Board Meeting. Kip responded that he could have it the next day.

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

Spring Letter: Chuck R. commented on the spring letter and some corrections were noted. He also noted the email from Jim Huspek in regards to adding a few reminders. Cheryl noted that she would assemble the reminders.

Storage Area Issues: The Board discussed the action to take on those that have not signed and executed our new storage agreement.

Jackson Hole Christian Center Easement: It was noted that the easement is being handled by Paul D'Amours, Attorney, at this point.

Web-Site: Vernon mentioned that he had not been able to do anything yet. It was noted that we could probably have a professional web-site developed for \$100 so he was tempted to turn it over to someone who really knows how to develop a web-site. Kip noted that he thought it was a good idea to have a professional do it.

Rafter J's Old Computer: Vernon mentioned that he had looked into upgrading the memory on the old computer and after looking at prices he concluded it was not worth upgrading the PC any further. When a second PC is desired, it would be better to replace the existing PC as opposed to further upgrading the old one. There was some thought about getting a laptop as a second PC on the network in the office which would enable it to be brought to remote meetings such as the annual meeting for recording the meeting minutes.

Accounting Program: The version of Business Works currently in use is an older version. Vernon reported that he was concerned whether it would even work on the new, XP-based computer and was a slightly surprised when it did actually work. Nonetheless, he reported that a problem surfaced the previous week where the program did not quite work correctly when attempting to add a new vendor. Vernon then noted that it raises the issue of whether the accounting program should be replaced. Moreover, if it is replaced, should the replacement be a newer version of Business Works or some other product such as QuickBooks? Kip suggested replacing the current software now. No decision was reached.

Discussion of Job Descriptions: Vernon noted that he thought Bob Henderson was still working on them.

Health Insurance Sub-Committee: Chuck R. mentioned he had had a short conversation with the Blue Cross Rep. to get the application but what the Board would receive is their proposal and it has not yet been received. Discussion followed regarding other options, benefits, and shopping around. It was also noted that the decision is going to be a combination of taking a hard look at the cost versus benefits and deciding whether Blue Cross Blue Shield is desired or something else.

Insurance package renewal for the Homeowner's Association: Vernon shared comments on getting information out on the insurance renewals. It was noted that the Board has received one bid and is awaiting another bid. After discussion, due to the short time frame before the current policy expired, it was noted to renew the existing policy and then work out adjustments as time goes by.

Administrative Fee Policy: Vernon shared information on the application of payment received and the action to take if the amount received does not match a current fee. Discussion followed.

New Fees: Vernon shared information on the new homeowner's association fees chart. After comments, Kip moved for a five-percent increase in fees for the fiscal year 2005-2006. Don seconded the motion. All were in favor. It was also decided that the storage fees would remain unchanged.

Nominating Committee and Annual Meeting: There was discussion on the annual meeting date and having the meeting at the Jackson Hole Christian Center Church. Discussion followed and Chuck R. asked Don to make arrangements for it. Don also suggested the Improvement and Service District (ISD) having an informational meeting along with the Homeowner's Annual Meeting. Chuck R. noted that two Board terms would expire, Don Martin's and Kip MacMillan's. Chuck also noted that a nominating committee is needed to begin the process. Discussion followed regarding a nominating committee and Chuck R. asked the Board to think about it. Don mentioned contacting Pat at River Rock Lodge about having the annual meeting there. Chuck R. further mentioned to make arrangements with the church and get our name on the list. He also suggested the dates of the 23rd and the 25th of August for the annual meeting.

ENGINEERING REPORT: (Matt Ostdiek was not present to give an Engineering Report.)

ADJOURNMENT: Don Martin moved to adjourn. Kip seconded the motion. All were in favor. Meeting adjourned at 10:16 p.m.