

RAFTER J RANCH
HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday, December 20, 2016, 7:00 pm
Rafter J Office

MINUTES

In Attendance:

Directors: Paul Boillot, Joe Greene, Pam Zernis, and Bing Linhardt

Staff: Cynthia Wiley

Homeowners: Joanne Grant

1. Call to order.
Paul Boillot, Vice President, called the meeting to order at 7:03 p.m.
2. Homeowners' issues and concerns
 - a) Roger Smith & Nate McClellan ski trails
Joanne Grant was concerned about snowmobile use for grooming the ski trails. She stated that snowmobiles are against the Rafter J CC&Rs, worried about the snowmobile noise and price, and was afraid it would frighten wildlife and dogs. Paul noted that this was the first time the Board has seen the proposal from Roger Smith and Nate McClellan. Ski trail discussion was tabled until Roger or Nate can attend.
 - b) Ruts in Rafter J open space
Bing reported that large ruts are still present in the open space at the intersection of Big Trail Dr. and Tensleep Dr. due to house remodeling. The homeowner said they are still working on construction and landscape and that he plans to reclaim the area once construction is finished. Bing noted that the construction has gone on for months. In the future, Rafter J HOA should require a bond prior to construction when open-space land use is involved. The Board will write a letter to the homeowner and request a timeline for reclamation (fill ruts, level ground, and plant grass).
3. Approval of the October 25, 2016, Rafter J HOA minutes
Pam moved to approve the October 25, 2016, minutes, including minor changes. The motion was seconded by Joe. It passed unanimously.
4. Financial report for October and November, 2016
Following discussion of several line items, Bing moved to approve the financial report. The motion was seconded by Paul. It passed unanimously.

A homeowner owes \$248.76 in HOA fees which are 120 days past due. The Board previously sent 60 and 90-day reminder letters and, following procedure, will submit the bill to small-claims court. It was noted that the homeowner has also not paid his water bills.

a) Credit card

After discussing QuickBooks and credit cards with three accountants, Barb Fields, Ashley Colonel, and Janice Sproule, a Rafter J homeowner, all agreed that the use of credit cards to

pay HOA fees would significantly increase the office workload. The Board appreciated Janice's assistance with this project.

5. Maintenance report

a) Maintenance shop – insulation

The shop insulation has been installed. Larry will finish the project when he has time.

b) South entrance sign

Paul asked if Cynthia would check to see if WYDOT would install downlights at the south entrance as they did at the north entrance.

c) Storage area clean up

Larry removed 3000 lbs. of metal and debris from the Rafter J storage area. He will finish the project in the spring. Cynthia and Larry will re-measure the width of each storage space this spring; the spaces will be marked with pink flags and labeled with numbers.

6. ISD report

The ISD is looking for software which can periodically read, and electronically post, water flow through each of Rafter J's pumps.

Cynthia agreed to ask our insurance company about coverage and liability in the case of a plow collision.

7. DRC report

a) McIntosh (1240 Hay Sled Dr., Lot 062): new deck – Approved

b) Stireman (1935 Cinnamon Teal Rd., Lot 325-009): addition – Approved

c) Batchen (1225 Angus Dr., Lot 79): new garage door – Approved

d) Drew (1775 Diamond Hitch Dr., Lot 291): new door and windows – Approved

e) Swiggum (3300 Black Baldy Drive, Lot 104): addition – Approved

f) Children's Learning Center (Valley Springs Rd., Lot 331): street sign - Approved

8. Old business

None.

9. New business

a) Four new street signs

Cynthia asked the Board why End of the Trails, Cinnamon Teal, American Brandt, and King Eider street signs were not the same design as the other street signs within Rafter J. The Board requested that Cynthia ask Walden Pond and End of the Trails townhome HOAs if they would like their street signs replaced. If so, Cynthia will obtain quotes.

b) Insurance for both entrance signs

Cynthia is working with our insurance company to obtain coverage for both entrance signs.

c) HOA meeting dates and holiday schedule

The Board reviewed and approved the 2017HOA meeting dates. Cynthia will update the Rafter J website.

d) Eclipse (August 21, 2017) – parking and tents

A homeowner inquired about tents and parking on the street during the solar eclipse this summer.

Bing stated the primary issue is safety for the homeowners in Rafter J and keeping the streets clear for emergency vehicles.

Paul asked whether the ISD has sufficient water and sewer capacity to accommodate extra visitors during the period before, during, and after the eclipse. Cynthia agreed to check with the ISD.

10. Review action items

The Board discussed the Action Items and removed those which have been completed.

11. Adjourn

Bing moved to adjourn; the motion was seconded by Pam. It passed unanimously. The meeting adjourned at 8:38 p.m.