

RAFTER J RANCH
HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday September 22, 2020, 7:00 pm
Online Meeting

MINUTES

GIVEN THE CORONAVIRUS (COVID 19) ISSUES, THE BOARD FELT THAT FOR THEIR SAFETY, AND THAT OF RESIDENTS, THAT THIS BOARD OF DIRECTORS MEETING WOULD BE HELD ONLINE.

In Attendance:

Directors: Karen Jerger, Mike Keegan, Kip MacMillan, Brian Remlinger, and Chuck Rhea.

Staff: Nancy Henderson, and Larry Lennon.

Property Owners: Don Cooke, Aida Farag, Bob Fishback, Larry Huhn, Danette and John Jolly, Sharon Lennon, George Linhardt, Gina Lipp, Sue Lurie, and Jim Turley.

1. Call to order.
Kip MacMillan, President, called the meeting to order at 7:00 p.m.
2. Election results.
Kip introduced the new elected Board members, Mike Keegan and Brian Remlinger. Election ballots were counted on August 26, 2020. Mike Keegan was elected for a 3-year term, receiving 130 votes, and Brian Remlinger was elected for a 2-year term, receiving 91 votes.
3. Election of Officers.
Nominations were made for HOA officers. Following discussion and election, Kip MacMillan will continue as President, Mike Keegan will serve as Vice President, Karen Jerger will continue as Treasurer, Chuck Rhea will continue as Secretary, and Brian Remlinger will serve as Member-at Large.
4. Homeowners' issues and concerns.
 - a) George Linhardt (1205 W. Hay Sled Dr., Lot 51): Proposal for Hay Sled Drive.
George would like the landscaping of the cul-de-sac on Hay Sled Drive improved. Despite his personal efforts, George cannot make grass grow in the cul-de-sac area. George polled his neighbors and received 12 responses with 11 in support of the HOA making cul-de-sac improvements. George suggested that any work approved for Hay Sled Drive be used as example for the HOA to incrementally improve all cul-de-sacs throughout Rafter J. Concerns regarding snow removal, fire plug clearance, and long term maintenance were discussed, and will need to be addressed if the project moves forward. George offered to help in the planning process. The Board will discuss George's proposal after bids for irrigation are received.

Mike moved to have Larry obtain bids for cul-de-sac water taps. Karen seconded the motion. It passed unanimously.

b) Jim Turley (1655 W. Big Trail Dr. #804, Lot 32): Cedarwoods (CW) tennis court re-platting. Jim, representing CW, informed the Board that CW tennis courts are a liability, seldom used by CW residents, and are illegally used by non-CW residents. CW would like to raise funds for CW by removing their two tennis courts, and adding two residential lots to CW property. CW has offered to pay Rafter J HOA \$150,000 for 2 of 3 development rights currently held by Rafter J. CW is open to Rafter J purchasing the tennis court areas, to be used as an undetermined HOA amenity, as opposed to having homes built. The Board will meet with Jim after Brian obtains a bid from a Land Planner for services to include appraisal and transfer of development rights.

Historically, when a developer proposed to use Rafter J development rights on Tract 3, boundary encroachments were discovered. Brian, when contacting a Land Planner for the CW issue, will obtain a bid for correcting Tract 3 boundaries.

c) John and Danette Jolly (3440 S. Shorthorn Dr., Lot 132): Ruts on eastside ditch embankment. John claims that the company Westwood Curtis caused damage to his property in May 2019 while working on the eastside ditch bentonite project, and wants the damage repaired. Chuck presented a resolution document for repairs and invited the Jollys to read and consider signing it. The extent of work to be completed inclusive of erosion control measures was discussed. Concerns regarding responsibility and liability were discussed. The Board is proceeding to a solution without the cause of the problem being known. Karen offered to inform Boni Westcamp, Manager for Paul VonGontard, since it was VonGontard that contracted with Westwood Curtis.

Brian moved to have the Board and the Jollys agree on a resolution, and once executed Larry will contact Westwood Curtis for soil movement, seeding, and erosion control. Mike seconded the motion. It passed unanimously.

d) Larry Huhn (1525 W. Clydesdale Dr., Lot 155): CCR rule requiring 2 foot roof overhang on shed.

Larry requested approval for a 1 foot roof overhang on a shed he is currently building. Larry believes, based on the scale of the proposed shed, a 1 foot roof overhang is sufficient. The Design Committee (DC) will only approve a 2 foot roof overhang in accordance with Rafter J CCRs, Article VI, Section 3(d): "...all primary roofs shall have a minimum overhang of two (2) feet...". Larry believes a shed roof should not be considered a primary roof. Rafter J CCRs, Article VI, Section 3(a) states: "...a storage shed...may be permitted if they are of a consistent design character and construction as the primary structure..." and DC rule #4 for sheds states: "Storage sheds shall match or be of similar design character as the house including...roof overhang". The legal documents do not specifically state that shed roofs must have a 2 foot roof overhang.

Following discussion, Chuck moved to approve a 16 inch roof overhang for Larry Huhn's proposed shed, as opposed to a 2 foot roof overhang. Mike seconded the motion. It passed unanimously.

e) Gina and Steve Lipp (1535 W. Pinto Dr., Lot 201): Move service road off Lot 200 and Lot 201. Gina thanked Larry for mowing a path to redirect pedestrians from trespassing on her property. Gina was informed that buck rail fencing and signage to direct traffic away from Lots 200/201 will be installed on the service road by the HOA within the next two weeks, and relocating the flood control berm might not involve FEMA, but will require County permits.

Mike moved to have Brian contact the Teton County Administrator to determine the feasibility of relocating the flood control berm/service road. Chuck seconded the motion. It passed unanimously.

Gina requested the August Board meeting minutes reflect that she submitted copies of Rafter J Plat Map 330 and GIS Aerial View that show discrepancy between the Plat Map design of the berm to be located to the North and East of Lots 200/201 and actual location of berm shown on GIS Aerial View as built over portions of Lots 200/201, causing an encroachment.

Mike offered to keep Gina and Don Cooke updated.

f) Sue Lurie (3150 W. King Eider Rd., Lot 33): Northern South Park development. Sue is concerned that there is not a water quality protection plan for the proposed development of northern South Park and she would like the HOA to contact the Teton County Board of Commissioners of this concern on behalf of all Rafter J residents. Following discussion, Karen offered to draft a letter and distribute it to the HOA Board for approval.

5. Approval of the August 25, 2020, Rafter J HOA minutes. Karen suggested to add “Gina also submitted copies of Rafter J Plat Map 330 and GIS Data Area View that show an apparent discrepancy between the platted design and actual location of flood control berms adjacent to Lot 200 and Lot 201” to Homeowners’ issues and concerns, item (d).

Mike moved to approve the August 25, 2020 minutes as edited. Karen seconded the motion. It passed unanimously.

6. Financial report.

- a) Approval of August, 2020 financials.

Larger expenses for the month included \$6200 for common area mowing, \$1000 for weed control, and \$900 for tree care. Net income to date is \$76,623.

Karen moved to approve the financials as presented. Chuck seconded the motion. It passed unanimously.

- b) Update bank account signers.

The Board agreed to remove Paul Boillot from the bank accounts and add Mike Keegan.

- c) Lower Valley 2019 Patronage Capital Certificate.

Mike moved to hold the Lower Valley 2019 Patronage Capital Certificate. Brian seconded the motion. It passed unanimously.

- d) Review investment strategy.

Karen suggested inviting the HOA’s Investment Advisor to a future meeting.

- e) Discuss 5-year capital budget.

Larry and Nancy need to provide information.

- f) Discuss financial audit.

Requests for an HOA audit have been made in the past and bids were obtained. Karen asked the Board for direction on how to proceed. Following discussion, the Board was in favor of a financial audit. Further action can be taken if an audit warrants it. Mike offered to provide Karen with auditor contact information.

7. Maintenance report.

a) Flat Creek bank erosion near NE40 update.

Board discussion included timing of remediation, hardscape vs landscape approach for the long term, safety of tubers, and proximity of the service road to the erosion area. The amount of time needed for plan development and permitting may delay the most opportune time to do the remediation. Larry obtained a bid from bioengineering consulting firm for consulting and design fees, which is comparable to the 2019 bid submitted by Brian Remlinger from Alder Environmental. Brian informed the Board that Alder Environmental will subcontract the project engineering to Kurt Stout and the original proposal to install basalt boulders can be revised to include bioengineering structure.

Chuck moved to grant the project to Alder Environmental. Mike seconded the motion. The motion passed with 4 in favor. Brian abstained from voting.

b) Proposal to remove dead and overhanging branches along Wilson ditch.

The amount of willow branches caught in the Wilson ditch grates from a storm on 9/7/20 was concerning and water overflowed into Big Trail park. Larry obtained a bid to trim all the willows along Wilson ditch. Mike requested Larry obtain another bid, or two if possible. Mike suggested Larry collaborate with homeowners to combine HOA and individual homeowner services in order to reduce fees for both parties.

c) Branches over pathways.

Larry obtained a bid for under \$5000, to trim branches that overhang onto the pathways along Tensleep and Big Trail and are a safety issue. The Board was in favor for moving forward with the trimming; only common area trees are to be trimmed.

d) Removal of fallen trees: Cinnamon Teal, Black Baldy, Pitchfork, Hay Loft.

Multiple common area trees fell during the 9/7/20 storm. The expense for removal should be on next month's financials.

Brian suggested a long term plan be made to remove yellow willows from the common areas and replace them with low maintenance trees.

e) Discuss ditch maintenance plan.

Larry will set up a meeting with Westwood Curtis. Yellow willows located in and alongside of the ditch will be addressed.

8. ISD report.

Mike suggested setting up a "workshop meeting" for the HOA and ISD Board members. Nancy will remind Kip to set up a meeting in November or December.

9. DC report.

a) David Renbarger (3215 S. Double Tree Dr., Lot 277): Shed - Approved.

David submitted a letter to the Board requesting a 16 inch roof overhang on a shed that was previously approved by the DC with a 2 foot roof overhang.

Mike moved to approve a 16 inch roof overhang on the Renbarger shed. Chuck seconded the motion. It passed unanimously.

Mike moved to authorize the DC, when requested, to reduce the requirement of a 2 foot roof overhang for sheds to a 16 inch roof overhang. Chuck seconded the motion. It passed unanimously.

- b) Huhn (1525 W. Clydesdale Dr., Lot 155): Shed – Denied.
- c) Boillot (1755 W. Pack Saddle Dr., Lot 299): Paint - Approved.
- d) Staph-Dalby (1260 W. Bull Rake Dr., Lot 22): Paint - Approved.
- e) Hanley-Sumerlin (1685 W. Quarterhorse Dr., Lot 189): Paint - Approved.
- f) Anderson (1250 W. Bull Rake Dr., Lot 21): Windows - Approved.
- g) Memmer (1220 W. Angus Dr., Lot 86): New accessory structure - Approved.

10. Old business.

- a) Friends of Pathways proposal: Access from pathway to Adams Canyon Tunnel. The Board discussed liability issues and a temporary use easement was suggested.

Brian moved to approve Friends of Pathway's request to construct an 18" wide natural surface dirt trail, approximately 520 feet in length on a five foot wide easement held by the HOA. Karen seconded the motion and the motion passed.

- b) Follow up to reroute pedestrian traffic away from Lot 200 and Lot 201. Larry mowed a path to redirect pedestrians from trespassing on Lots 200/201. Buck rail fencing and signage to direct traffic away from Lots 200/201 will be installed on the service road within the next two weeks.

11. New business.

- a) Cell tower proposal.

The Rafter J office received a proposal from a wireless consulting company to install a cell tower on Tract 3. The Board is not interested in pursuing the request but will listen to a proposal if a representative from the consulting company were to attend a Board meeting.

- b) Employee annual review.

Kip and Karen will be setting up an annual review for Nancy in October. Other Board members can attend or provide input as needed.

12. Review action items.

The Board reviewed the action items and removed those that were completed.

13. Adjourn.

Brian recommended holding Board meetings earlier in the evening or during the day. Brian also suggested having interim "Board workshops" between Board meetings in order to utilize Board meetings more effectively.

Mike moved to adjourn the meeting. Chuck seconded the motion. All were in favor and the meeting adjourned at 9:58 p.m.