

RAFTER J RANCH
HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday December 15, 2020, 3:00 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: Mike Keegan, Kip MacMillan, Brian Remlinger, and Chuck Rhea.

Staff: Nancy Henderson, and Larry Lennon.

Property Owners: Jeff Bianco, Gina Lipp, and Vicky O'Donoghue.

1. Call to order.
Kip MacMillan, President, called the meeting to order at 3:00 p.m.
2. Homeowners' issues and concerns.
The Board acknowledged the receipt of an email from Gina Lipp in which she expressed concerns about human impacts on wildlife in common areas.
3. Approval of the November 18, 2020, Rafter J HOA minutes.
Mike moved to approve the November 18, 2020 minutes. Brian seconded the motion. It passed unanimously.
4. Financial report.
 - a) Approval of November, 2020 financials.
Mike presented the financials in Karen's absence. There has been a significant increase in investment income due to recent market activity. Larger expenses for the month included \$4,300 for plow and front loader seasonal repairs.

Chuck moved to approve the financials as presented. Mike seconded the motion. It passed unanimously.
 - b) Financial audit update.
Rudd & Company has been engaged to complete a financial review. Nancy will be responsible for providing all requested documentation related to the review.
 - c) First Interstate Bank (FIB) signers.
Mike moved to accept a resolution to update FIB account signers. Brian seconded the motion. It passed unanimously. Mike and Karen are now signers in place of Paul Boillot and Brooke Gorsage.

5. Maintenance report.
 - a) Trimming willows.

Brian was asked about trimming the trees between Homestead and Walden Pond and it was determined that it is overgrown willows in the outlet ditch that are a concern. Larry will have the vegetation cleaned out when the other ditches are done.
 - b) Dog waste stations update.

One station with a trash receptacle has been installed and is being used. Four additional stations are pending. The importance of removing the waste in a timely manner was discussed.
 - c) Street sign damage update.

Brian inquired about responsibility for damaged street signs and reported a damaged street sign on the southwest corner of the Big Trail playground. Larry claimed responsibility for damaging the Stirrup sign, and was not aware of the Big Trail sign. The Big Trail sign will be repaired as needed.
6. ISD report.

The water main repair behind Legacy Lodge is still in progress. The new main will be in place but will not be in service until spring.

Sewer lift station #1 was not working properly last week, the issue was addressed and a backup prevented.

Tom Patterson will help out with snow removal, as needed.

Steve Foster and Chuck Rhea held an ISD/HOA joint meeting on December 9th and are moving forward with improving ISD/HOA communications. Creating a list of ISD/HOA responsibilities is one of the tasks to be completed.
7. DC report.

None.
8. Office report.
 - a) The Rafter J office will be closed December 21st and reopen January 4th. Phone messages and emails will be checked daily.
 - b) The 2021 holiday schedule for office closure was approved.
 - c) The exterior lighting rule (CCRs Article VI, Section 4e) requires all properties to have an exterior light fixture that operates automatically at night. This rule is enforced when a complaint is made to the Rafter J office.
 - d) Winter snow removal reminders were posted on the December monthly email to owners. One owner has been fined for parking in the roadway.
9. Old business.
 - a) Update for realignment of service road/berm located on Lot 200 and Lot 201.

Kurt Stout of Meridian Engineering is working on obtaining the required permits.
 - b) Update for Flat Creek erosion repairs.

A permit was issued by the Army Corps of Engineers, and Brian is working on Teton County permitting. Brian will send invitations for construction bids to three contractors that he is familiar with and recommends sending an additional invitation to another contractor. The expense for all

three project locations is estimated between \$40,000 and \$60,000. February, when the ground is frozen, is the best time for the project to be completed.

c) Update for Adams Canyon Connector Trail legal documents.

Nancy has been in contact with Brian Schilling, Town and County Pathways Coordinator. Schilling is obtaining a survey exhibit and easement.

d) Update for transferring development rights.

Brian presented a proposal from Jorgensen Engineering who will investigate the feasibility of transferring Rafter J development rights, identify potential mechanisms of transfer, prepare a County Pre-App Request, attend the County Pre-App meeting, and prepare written plan for moving forward. The Board asked for a detailed breakdown for the \$5,000 cost estimate. Brian will obtain the cost details and email them to the Board.

Chuck moved to have the Board approve the contract by email after the cost details are reviewed. Brian seconded the motion. It passed unanimously.

e) Update on office webcam.

Mike obtained an estimate to install a webcam at the Rafter J office, but after evaluating the other webcams in the valley, decided a Rafter J webcam is not necessary.

10. New business.

a) 2021 meeting calendar.

Following discussion, Chuck moved to approve the 2021 meeting calendar. Mike seconded the motion. It passed unanimously.

b) Ice dams on Flat Creek.

Mike inquired if flooding caused by ice dams on Flat Creek is a concern. Brian stated that within Rafter J, ice dams on Flat Creek are not a concern because of the springs that flow into it and the amount of land that that serves as a buffer for home sites.

c) Emergency contact numbers.

Mike will look into upgrading the office phone system to accommodate the transfer of calls in an emergency situation.

d) Leveraging buying power.

With the intent to lower homeowner expenses, such as trash removal, Mike will look into leveraging Rafter J's buying power for homeowner services.

e) Open space weeds.

Improving the management of weeds located in common areas was discussed. Brian and Larry will create an open space weed control program for next year.

11. Review action items.

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

12. Adjourn.

Brian opened the floor to owner comments, for which there were none.

Mike moved to adjourn the meeting. Chuck seconded the motion. All were in favor and the meeting adjourned at 4:10 p.m.