

RAFTER J IMPROVEMENT AND SERVICE DISTRICT
BOARD OF DIRECTORS MEETING
2951 W. Big Trail Drive, Jackson WY 83001
Phone: 307-733-5262 / Email: Office@ RafterJ.Org
October 7, 2021 6:00 p.m.

Minutes of Meeting:

Attending for the District:

Directors:
President: Brian Schilling
Secretary: Steve Foster
Treasurer: Eileen Mosman

Also Attending:

Jim Huspek: Rafter J owner
Brent Schaffer: Rafter J owner

Staff:

Nancy Henderson
Larry Lennon

Call to Order

President Schilling called the meeting to order at 6:00 p.m. and asked if there were any additions or deletions to the agenda. Steve requested to move public comment to the beginning of the meeting. Brian asked if any attendees wanted to comment at the beginning of the meeting instead of the end of the meeting. There were no comments and the meeting continued.

Board Discussion

1. Lot 333, Stage Stop Inc/Darwiche irrigation claim
Dorian Darwiche has spoken with Brian about submitting a claim for irrigation damage and Nancy has sent Dorian a claim form. The claim form has not been received.
2. Standard agreement for contract work
Steve has created a checklist of items to be included in written contracts and will obtain sample contracts from Brian.
3. Water usage contracts
 - a) South Park Service Center ISD
South Park Service Center water usage agreements from 1994 were updated in 2018 but not finalized. The Board reviewed the updated South Park Service Center ISD water usage contract and agreed to have Paul D'Amours, Rafter J ISD attorney, to move forward with the new agreement.
 - b) Review existing water usage contracts
Brian offered to contact Teton County in regards to updating the current agreement with Adams Canyon properties. Steve questioned how compound meters are read. Nancy offered to provide Steve with examples of historical readings.
4. Summary of historical assessments
The Board approved posting the summary of historical assessments on the Rafter J website.
5. Pathway signage
Brian has researched best practices for pathway signage and will perform a property wide assessment with Larry. Painting signage on the ground is favorable, along with tree trimming and maintaining consistency with Town and County practices.

6. Grants and outside revenue for future projects
Sealcoating the pathways and roads is projected to occur in the next fiscal year, 2022-2023. Bids need to be obtained in spring 2022 for work to be completed in August 2023. Steve offered to research funding sources.

Action Items

1. Reserve account funds

A resolution by the Board is required to change Committed Fund Balances.

Eileen moved to transfer funds from the Special Assessments Savings Account to the Infrastructure Reserve account and the Cumulative Reserve account in accordance with the reported fiscal year 2020-2021 approved budget which has \$850,000 reserved as committed funds and to rename the savings account “General Savings” to align with the F32 Survey of Local Government Finances reporting. Steve seconded the motion, all were in favor and the motion passed.

Other Business

1. Public comment

None

2. 2022 Election

Brian’s term expires March 2022. An election notice for Brian’s term will be published in the newspaper 11/24/21, candidate applications will be accepted between 12/22/21-1/11/22, and the election is 3/22/22.

Next Meeting

The next meeting will be held Thursday January 6, 2022 at 6:00 p.m.

Adjourn

Steve moved to adjourn. Eileen seconded the motion, all were in favor and the meeting adjourned at 7:00 p.m.