

RAFTER J RANCH
HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday September 27, 2022, 3:00 p.m.
Rafter J Office and Online <https://zoom.us/>

MINUTES

In Attendance:

Directors: Tracy Baiotto, Kathie Brazinski, Jessica Brown, and Karen Jerger.

Staff: Nancy Henderson, and Larry Lennon.

Property Owners: Paul Boillot, Sharon Mader, Brian Merritt, and Jackie Montgomery.

1. Call to order.
Tracy Baiotto, Vice President, called the meeting to order at 3:01 p.m.
2. Homeowners' issues and concerns.
 - a) Paul Boillot (1755 W. Pack Saddle Dr., Lot 299): Post high school volleyball game day signs in common area.
Paul requested to post a small double sided yard sign in front of the Rafter J office. The sign is to announce high school volleyball game day, to be posted in the morning of game day and removed at the end of the same day. The Board is concerned about setting a precedent for future requests and will readdress this request if any complaints are received.

Karen moved to allow the sign as proposed. Kathie seconded the motion. It passed unanimously.
3. Approval of the August 30, 2022, Rafter J HOA minutes.
Karen moved to approve the August 30, 2022 minutes. Jessica seconded the motion. It passed unanimously.
4. Financial report.
 - a) Review of August 2022 financials.
Un-budgeted advertisement expenses for the Maintenance position is upcoming.

Jessica moved to approve the financials. Kathie seconded the motion. It passed unanimously.
 - b) Reserve Study update.
A representative from Association Reserves performed a site visit on September 14th and will have the study completed by the end of this October. Culvert replacement will be added to the reserve study because the HOA is responsible for culverts that are not under paved roads. Jessica suggested to compile an inventory of culverts, inclusive of culvert conditions.
 - c) Taxes for 2021 were filed and fiscal year 2020-2021 actuals finalized.
5. Maintenance report.

a) Appaloosa cul de sac trees.

Larry reported, because of safety concerns, Mike approved trimming of pine trees and removal of aspen shoots in the Appaloosa cul de sac. Homeowners will be notified when the work is scheduled.

b) Flat Creek restoration area.

Larry previously spoke with Brian Remlinger who recommends re-seeding the Flat Creek restoration area with native grasses, and watering for another year. Jessica suggested that re-seeding occur in the fall and to pull out the weeds, but soil conservation needs to be considered and more topsoil will be needed. Jessica will follow-up with Brian.

c) Adams Canyon signs and usage.

Karen was able to do a site visit in Adams Canyon and did not find any signs on the upper trail, there are two no trespassing signs near the water tanks. The Board will discuss management of the area and sign replacement in the spring. Tracy has not been able to find an easement for public trail usage and suggested the Board discuss this concern with Friends of Pathways who might provide some direction on this issue.

d) Adams ditch maintenance.

The southern area of Adams ditch, from Hay Loft to End of the Trail Townhomes was not cleaned out due to a homeowner concern, but the water flow bottlenecked, and flooding occurred. A culvert servicing South Park was opened up to temporarily relieve the blockage. Westwood Curtis Construction is preparing a proposal to clean out the ditch, inclusive of installing a new culvert and gate valve to South Park. Work is expected to occur this fall when the water flow subsides but before it freezes. A mini excavator will be used within the maintenance easement to remove debris. Homeowners will be notified when the work is scheduled. The Board will review the proposal at the next meeting, or sooner if needed because of time constraints.

e) Bear resistant trash can for office/maintenance shop.

The office/maintenance trash is removed by Teton Trash who has bear resistant trash cans available for \$455. Ace hardware and JH Bear Solutions offer cheaper cans. Ace does not have cans in stock and JH Bear Solutions has not responded to a request for a can. Nancy will contact JH Bear Solutions again.

Karen moved to purchase a bear resistant can from Teton Trash this Friday if contact with JH Bear Solutions is unsuccessful. Jessica seconded the motion. It passed unanimously.

f) Harvesting common area apple trees.

It is required in Teton County to remove animal attractants, such as crabapples. Karen suggested giving permission to Farmstead Cider to harvest the office crabapple trees. Larry offered to contact Farmstead Cider. The apples on the north entry apple tree are picked by Rafter J owners and will not be harvested by Farmstead Cider.

g) Eastside ditch/Tensleep culvert repair.

The eastside ditch culvert that runs under Tensleep Drive has deteriorated and needs to be replaced. The ditch irrigator was contacted regarding the initial expense for a temporary repair, but a response has not been received. Responsibility for a permanent repair needs to be determined.

h) Hornet nest.

A large hornet nest, located on the walking trail south of the Flat Creek restoration area was sprayed.

6. ISD report.

None.

7. DC report.

- a) Keegan (3075 S. Stirrup Dr., Lot 310): Patio approved.
- b) Barton-Oliver: (1670 W. Quarterhorse Dr., Lot 183): Doors and window approved.
- c) Lex (1160 W. Brangus Dr., Lot 93): Paint door approved.
- d) Miller (1955 W. Homestead Dr., Lot 237): Shed approved.
- e) Walters (3420 S. Appaloosa Dr., Lot 178): Roof, gutters & downspouts conditional approval.
- f) Leininger (1245 W. Angus Dr., Lot 81): Painting not approved.
- g) Riemondy (3295 W. King Eider Rd., Lot 325-060): Painting approved.

8. Office report.

a) Annual meeting minutes.

Tracy approved a draft of the Annual meeting minutes which will be posted on the Rafter J website. The Annual meeting recording is available upon request.

b) Xerox copy machine.

The Xerox copy machine lease was renewed, a new machine arrives in December. The base fee is 3% less and the copy rates are unchanged.

c) Employee health insurance.

Blue Cross Blue Shield health insurance was renewed at a 3.8% increase.

d) Small Claims.

One owner is over 120 days delinquent in paying dues, the residential address of the owner is not known so a Small Claims suit cannot be filed. Rafter J legal counsel has been asked to file a lien against the property.

9. Old business.

a) Lot 333 usage update.

Stage Stop Inc.'s Basic Use Permit (BUP) application for Miscellaneous Professional Office Use and Accessory Residential Unit (ARU) Use was determined to be insufficient by the Teton County Planning & Building department. Stage Stop Inc. has 60 days, as of September 9th to resubmit the application.

The County Commissioners postponed their review of Lot 333's Conditional Use Permit (CUP) application and will now review the CUP at their public meeting being held on October 4th. Public comments will not be taken at the meeting. Comments prior to the meeting can be sent to commissioners@tetoncountywy.gov.

Nancy is monitoring the Teton County website daily for updates and posting information on the Rafter J website. A summary of the August 18th meeting of Stage Stop Inc. and the HOA has been posted on the Rafter J website.

Rafter J legal counsel met with Jessica and Kathie to bring them up to date on HOA legal responsibilities regarding Lot 333 activities. The HOA's concern is CCR compliance.

b) Maintenance Supervisor position.

Tracy, Karen and Steve Foster formed a hiring committee and have been meeting on Fridays. JH News & Guide and Buckrail publications have been updated, posting the position on Indeed was researched

but will not be utilized, an email was sent to homeowners asking for referrals to replace Larry, local contractors have been asked to submit bids for snow removal services, and the ISD has a list of backup water operators. Jessica and Kathie will attend the September 30th meeting and Larry will review essential duties with the committee.

c) Flat Creek hydraulic analysis.

Kurt Stout of Meridian Engineering has been contracted to complete a new hydraulic analysis of the Flat Creek flood plain with the intent to remove many properties from the flood plain zone and thus removing a federal requirement for those properties to have flood insurance. Kurt will have a project update in October.

10. New business.

a) View corridors.

The Board will be discussing view corridor policies in the future.

b) Communications.

The Board continues to look at ways to improve communications with homeowners and is open to suggestions. Installation of bulletin boards in the mailbox areas is in progress.

c) Planner services.

Jessica is working on getting a proposal from a planner who will be available on a per hour basis to answer questions related to any Lot issues where a professional opinion would be needed.

11. Review action items.

Action items were reviewed and completed items were removed.

12. Adjourn.

Karen moved to adjourn. Jessica seconded the motion. The meeting ended at 4:36 p.m.