

RAFTER J RANCH
HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTORS MEETING
Tuesday October 25, 2022, 3:00 p.m.
Rafter J Office and Online <https://zoom.us/>

MINUTES

In Attendance:

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

Staff: Nancy Henderson, and Cory Kulacz.

Property Owners: None.

1. Call to order.
Mike Keegan, President, called the meeting to order at 3:02 p.m. Mike introduced and welcomed Cory Kulacz as the new Maintenance Supervisor.
2. Homeowners' issues and concerns.
 - a) Joan Crittenden (3355 S. Tensleep Dr., Lot 328-010): Gravel for walking trails.
The Rafter J office received a request from Joan to improve muddy sections of established dirt walking trails located within Rafter J. Karen previously talked with Joan and informed her that the Board will be working on a plan to be implemented this spring.
 - b) Gina Lipp (1535 W. Pinto Dr., Lot 201): Private property disturbances and wildlife habitat disturbances caused by trail improvements and dog behavior.
Gina sent an email to the Board regarding open space concerns. Karen offered to respond to Gina's concerns.
 - c) Vicky O'Donoghue (3220 W. King Eider Rd., Lot 38): Common area maintenance.
Vicky emailed a list of common area maintenance concerns to the Board. Jessica previously met with Vicky to discuss the concerns.
3. Approval of the September 27, 2022, Rafter J HOA minutes.
Tracy moved to approve the September 27, 2022 minutes. Karen seconded the motion. It passed unanimously.
4. Financial report.
 - a) Review of September 2022 financials.
Un-budgeted advertisement expenses for the Maintenance position were necessary, but the final hiring decision was the result of a referral from a homeowner who will receive an HOA dues credit equal to one year if Cory is employed through 10/6/23.

Professional fees include legal expenses associated with Lot 333 proposed usage issues.

Jessica moved to approve the financials. Tracy seconded the motion. It passed unanimously.

b) Reserve Study update.

The Reserve Study was completed. The Board has 60 days to make revisions and a final draft will be available in December.

5. Maintenance report.

a) Adams ditch maintenance.

Westwood Curtis Construction (WCC) has not provided a start date to clean out the southern area of Adams ditch. Mike requested that the homeowners be notified of impending maintenance. Actual work will take about two days. Jessica asked Cory to instruct WCC to clean mud and debris off their equipment before it is brought onsite.

b) Bear resistant trash cans.

A bear resistant trash can for the office/maintenance trash was purchased. Common area dog waste cans need to be removed or replaced with certified bear resistant cans by November 1st. Nancy will research cost-effective replacement options.

c) Harvesting common area apple trees.

Farmstead Cider harvested the office crabapple trees.

d) Eastside ditch/Tensleep culvert repair.

The eastside ditch culvert that runs under Tensleep Drive has deteriorated and will be replaced this spring; road excavation will be required. Responsibility for the permanent repair needs to be determined.

e) Front loader.

An offer was received to buy the front loader. Cory believes, and the Board agrees that the loader has more value if kept and Cory will look into making repairs. Known issues include rear window replacement, hydraulic service, and rear differential replacement.

f) Soccer goals.

One of the Tensleep soccer goals needs repair and both nets need to be replaced. Following discussion, Cory will make temporary repairs for now, remove the soccer goals in November, and obtain cost estimates for replacement goals.

g) Bulletin boards.

Bulletin boards were installed in the mailbox kiosks. The boards will be used to post Rafter J business.

h) Culvert inventory and condition.

Jessica suggested consulting an engineer for a professional study, inclusive of cost estimates for replacements. Cory will complete a site visit to familiarize himself with Rafter J culverts before an engineer is consulted.

6. ISD report.

a) Water Operator.

Dave Stickel is the Responsible Charge Operator for Rafter J water systems. The ISD is contracting with a Sub-Responsible Charge Operator until Cory is certified.

b) Tank cleaning.

The water tanks are scheduled for a regular cleaning later in the week.

7. DC report.

- a) Walters (3420 S. Appaloosa Dr., Lot 178): Roof, gutters & downspouts approved.
- b) Leininger (1245 W. Angus Dr., Lot 81): Painting approved.

8. Office report.

a) Lien notice.

A notice of lien was sent to a homeowner; a lien will be filed if the account is not made current within 21 days of the notice.

b) Office closure.

The office will be closed October 27th and the week of Thanksgiving. Email and phone messages will be checked daily.

9. Old business.

a) Lot 333 usage update.

Stage Stop Inc. responded to Teton County Planning & Building department's denial of the Basic Use Permit (BUP) application for Miscellaneous Professional Office Use and Accessory Residential Unit (ARU) Use. Nancy will post Stage Stop's response on the Rafter J website. The Board discussed writing a letter to the County to reiterate that residential use on a commercial lot is not allowed by the CCR's. Mike offered to contact Rafter J legal counsel.

The County Commissioners will review Lot 333's Conditional Use Permit (CUP) application with the revised conditions at their public meeting being held on November 1st. Comments prior to the meeting can be sent to commissioners@tetoncountwy.gov.

b) Non-paved parking areas on residential lots.

18 homeowners were notified in 2015 that gravel parking areas are not allowed on residential lots and their property would need to be made compliant upon sale of the property, or sooner if a complaint was received. The Board previously received a complaint for two of the properties, but the motivation of the complaint was not fully understood, resulting in the Board asking legal counsel for advice on how to proceed. The Board instructed Nancy to send the 18 homeowners a reminder of the original 2015 Board decision and include instructions if they wish to make improvements.

c) Planner services.

Jessica received a quote of \$200 per hour from a planner who will answer questions related to any Lot issues where a professional opinion is needed.

d) Signage.

Mike is working on a common area trail signage system that is uniform in design and can be easily changed/updated as required.

e) Flat Creek restoration area.

Karen removed weeds from the restoration area and Jessica suggested to allow time for the existing grass to propagate naturally and to continue weeding. The permit issued for the original work may require a percentage of vegetation cover and additional topsoil. Jessica will look into mitigations required by the permitting.

f) Storage area beautification.

Mike followed up with a suggestion from a homeowner to erect a partial fence west of the storage area to screen the vehicles, but he did not get a response from the vendor. Jessica offered to contact another vendor and Karen suggested forming a task force.

10. New business.

a) Advisory groups.

Karen offered to organize and facilitate groups of Rafter J residents who can provide the Board with advisory assistance for specific tasks.

11. Review action items.

Action items were reviewed and completed items were removed.

12. Adjourn.

Mike moved to adjourn. The meeting ended at 4:19 p.m.