

RAFTER J RANCH  
HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Tuesday April 25, 2023, 4:00 p.m.  
Rafter J Office and Online <https://zoom.us/>

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MINUTES

In Attendance:

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

Staff: Nancy Henderson, and Cory Kulacz.

Property Owners: Gina and Steve Lipp.

1. Call to order.

Mike Keegan, President, called the meeting to order at 4:00 p.m.

2. Homeowners' issues and concerns.

a) Gina and Steve Lipp (1535 W. Pinto Dr., Lot 201): Walking path, flood berm/access road, grate, hay, proposed pond trails, west Flat Creek trail.

Gina is concerned about the amount of human activity in the common area near her home, and dogs that are allowed to trespass on her property by their handlers. She requested to have the temporary trail that is located to the east of the flood berm/access road stay open and signage installed along the berm near her home that states dogs must be leashed or healed. Karen noted that the trail was intended to be used only during the berm realignment, is redundant and wet conditions make it impassible. Mike questioned if the HOA should install a fence between her home and the berm, but more discussion is needed. Jessica and Kathie offered to meet with Gina for a site inspection.

Gina inquired about the HOA policy for haying common areas. Mike explained that the HOA was advised by the fire department to reduce fuel by haying. She is concerned about hay piles that are left in the common areas being potential fire hazards. Jessica suggested having a consistent haying policy in place since homeowner opinion on haying is varied. A balance is needed that includes protecting wildlife habitat, weed abatement, and maintaining defensible fire boundaries. Cory will discuss haying practices with Jack Vosika.

Gina does not want designated trails to be developed along the ponds, she is concerned about wildlife disturbance. She was reminded that the area is common space and residents have a right to access the area, but skating, swimming, boating, and dogs are prohibited in the ponds. She is also concerned about wildlife disturbance along the west Flat Creek trail, and wanted to know how decisions were being made to manage the area. Karen stated that a complete wildlife study requires many years of data collection and is usually done with the intent to close off human activity to a given area which is not reasonable. Kathie offered to gather more information. Karen suggested that Gina consider being an ambassador for the Nature Mapping JH (NMJH) program. Data collected from NMJH could be helpful.

3. Approval of Rafter J HOA minutes.

Karen moved to approve the March 21, 2023 Board minutes. Kathie seconded the motion. It passed unanimously.

4. Financial report.

a) Review of March 2023 financials.

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

b) CPA.

Lenhart, Mason & Associates was secured for tax prep and bookkeeping services, Nancy was able to complete interim reporting.

c) Preliminary review of 2023-2024 budget.

Dues and fees are not expected to change, ISD Support has been recalculated, the CPA will be asked about best practices for reporting interest, increases in professional fees and employee expenses are expected, and office driveway sealing will be delayed to fiscal year 2024-2025 to coincide with ISD road surfacing. Front loader repairs, playground mulch, soccer goals, dog signage, and bear resistant trash cans for dog waste stations are all expected to be expensed this fiscal year. Karen will consult Eileen Mosman, ISD Treasurer regarding reserve fund management. The Board will approve the 2023-2024 budget at the May 23<sup>rd</sup> Board Meeting.

5. Maintenance report.

a) Ricky's Truck Repair & Equipment is going to look at the front loader mid-May.

b) Common area vole damage.

The Rafter J office received a request from Jack Vosika to drag areas of the hayed common area where there has been excessive vole damage. Disturbance of the surface is a concern, and the Board wants to know which areas specifically will be dragged. Cory will obtain more information from Jack. The Board questioned if there is a contract for services, Mike offered to contact the HOA attorney regarding what type of agreement is needed.

c) Adams ditch.

Mike asked Cory to make sure Adams ditch, by the Jorgensen's property is not backing up.

6. ISD report.

a) South entry closure.

The south entry is expected to be closed mid-May for two weeks while the Eastside ditch/Tensleep culvert is replaced. Rafter J owners and the fire department will be notified when the work is scheduled. Road closure signage along Tensleep Drive and the highway was discussed.

b) 4/24/23 ISD meeting.

Karen attended yesterday's meeting; vehicle speeding was discussed, and everyone was reminded that all Rafter J paved pathways are open to public access. She will be providing Brian Schilling, ISD President more information regarding the Open Space & Trail plan.

7. DC report.

a) Stage Stop Inc. (3000 W. Big Trail Dr., Lot 333): Mike has been in communication with, and is waiting for a response from Chris Moulder, Design Committee Architect regarding Lot 333's application to extend their parking area.

b) Jolly (3440 S. Shorthorn Dr., Lot 132) Roof alteration not approved.

c) Miller (1655 W Big Trail Dr., Lot 307-304): Windows not approved.

- d) Dodson (3245 S Single Tree Dr., Lot 266): Roof extension over existing deck not approved.
- e) Tibbitts (1040 W Brahma Dr., Lot 117): Addition approved.
- f) Spellman (1550 W Colt Dr., Lot 205): Detached guest suite not approved.

8. Office report.

- a) Venue for annual meeting.

Nancy will ask Gateway to host the annual meeting.

- b) HOA Director Candidates.

Terms for Mike and Karen expire in August. Requests for candidates will be posted.

9. Old business.

- a) Lot 333 usage update.

Stage Stop Inc. and the HOA are waiting for Court rulings of pending litigations.

- b) Proposed Commercial Caretaker Rule.

The Board will postpone their vote on the rule until the next Board meeting. Sadek Darwiche's request from the last meeting, wanting a copy of the Rules that define "Family" was not provided, as advised by legal counsel because the definition is a County definition and readily available.

- c) Jody Donnelly woodpile violation update.

Mike contacted Jody Donnelly's attorney regarding a resolution with a May 1<sup>st</sup> deadline. The CCRs will be followed for non-compliance.

- d) Dog waste management update.

The Board reviewed a volunteer clean-up week proposal presented by Tracy. Information will be included in the monthly Board email, on the Rafter J Neighborhood Facebook page, posted on the HOA bulletin boards, and sent to owners by independent email. Temporary signage and trash bags will be placed in the common area.

- e) Eastside ditch maintenance.

Karen previously spoke with Boni Westcamp, Ranch Manager who said Westwood Curtis will be performing a maintenance review of the ditch. Boni will contact Karen with the report and discuss cost-sharing of expenses if needed.

- f) Storage area beautification.

Cory informed the Board that snow removal and the way vehicles overhang the edge of the hill should be considered if fencing is installed. Jessica offered to do a site inspection with Cory.

10. New business.

- a) Rafter J Ranch Homeowner's Association Rule #3 amendment.

The Board proposed to add the sentence, "Dog owners are required to pick-up dog waste and dispose of it in a waste can" to Rule #3.

Karen moved to adopt the sentence as proposed to Rule #3. Kathie seconded the motion. It passed unanimously.

- b) Protect Our Water JH (POWJH).

POWJH previously emailed a document to the Board requesting to monitor Flat Creek's water quality. The Board authorized POWJH to temporarily park by Big Trail bridge when doing testing.

Karen moved to give POWJH permission to monitor Flat Creek for the summer. Tracy seconded the motion. It passed unanimously. Mike will sign the document.

c) Policy for donations.

Karen is working on a policy for accepting donations. The Board will review the policy at the next Board meeting.

d) Osprey signage.

Karen obtained verification from the Teton Raptor Center (TRC) that nesting is a critical time for osprey and disturbance from human and dog activity is a concern. The Board was in favor of posting temporary closure signage in the area around the osprey pole until the end of May. The unauthorized footbridge located near the nesting area will be removed by Cory.

11. Review action items.

Action items were reviewed and completed items were removed.

12. Adjourn.

Karen moved to adjourn the meeting. Jessica seconded the motion. All were in favor and the meeting adjourned at 6:06 p.m.