

RAFTER J IMPROVEMENT AND SERVICE DISTRICT
BOARD OF DIRECTORS MEETING
2951 W. Big Trail Drive, Jackson WY 83001 and ONLINE
Phone: 307-733-5262 / Email: Office@ RafterJ.Org
September 13, 2023 6:00 p.m.

Minutes of Meeting:

Attending for the District:

Directors:

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

Also Attending:

Aida Farag: Rafter J owner & HOA Board Member
Jim Huspek: Rafter J owner
Scott Larsen: Rafter J owner
Gina Lipp: Rafter J owner
Vern Martin: Rafter J owner
Vicky O'Donoghue: Rafter J owner

Staff:

Nancy Henderson
Cory Kulacz

Call to Order

President Schilling called the meeting to order at 6:00 p.m. Aida Farag, new HOA Director was introduced as the HOA/ISD liaison, replacing Karen Jerger.

Approval of Minutes

Eileen suggested one edit to clarify that King Eider HOA is the only townhome association currently interested in annexation. Steve moved to approve the 8/8/23 meeting minutes as revised. Eileen seconded the motion. It passed unanimously.

Additions to the Agenda

- New information from Tracy Baiotto, Rafter J HOA President regarding fencing of water tanks. (This item was not discussed because Tracy was unable to attend the meeting).
- Review proposal from Jody Donnelly (1230 W. Hay Sled Dr., Lot 61) for water meter pit.
- Summary of Teton County Water Quality Master Plan.

Board Discussion

1. Cost allocations.

a) Annual Assessment weighted calculation for 2024-2025.

Rafter J HOA has installed traffic monitoring equipment and data from the monitors is expected to be retrieved next week. The collected data might be helpful in developing the new ISD assessment calculation and will be compared to a previous traffic study that was funded by the owners of Lot 333. The Board discussed future installation of the traffic monitoring equipment and recommended collection of weekday and weekend data from commercial properties, and collection of data from residential cul de sacs. Commercial property owners will be notified prior to installation of the equipment.

Public comment.

Scott asked how the traffic data will be evaluated. The Board will review the traffic data in combination with other usage measurements to formulate a fair and equitable assessment. The relevance of water, sewer, roads, and pathways usage and how the usage impacts the

assessment calculation was discussed. Scott is concerned about how the Rafter J community values Rafter J commercial properties and asked why the assessment is being changed. The ISD does not have an opinion on how commercial properties are used. The ISD is responsible for measuring the impact of usage on infrastructure and the assessment calculation is being discussed due to Lot 333's potential change in usage. The assessment is re-evaluated annually and any changes to the assessment will be effective the next fiscal year, July 1, 2024 – June 30, 2025.

b) Allocation of road costs – Townhome responsibility for local roads.
Information regarding legal issues with Plats and the possibility of King Eider HOA annexation has not been updated. Brian and Eileen are researching the Plats.

2. Update on new water usage contracts.

a) South Park Service Center ISD (SPSC)

No update.

b) Adams Canyon.

The County is reviewing the water agreement.

c) 4Rent LLC.

The Board reviewed a letter drafted by Paul D'Amours, ISD Attorney, that was written to 4Rent LLC to address moving forward with a new water agreement. Historical activity regarding the existing water tap will be verified before the letter is sent to 4Rent LLC.

3. Updated pathway easements.

Brian is continuing to work on pathway easements.

4. Pathway signage.

Brian is continuing to work on a map of suggested pathway signage.

5. Stage Stop Inc/Lot 333 irrigation claim.

No update.

6. SPSC JH Indoor Sports Facility CUP Amendment.

JH Indoor Sports Facility submitted a CUP amendment to the County asking for the ability to host tournaments. Following discussion, the amendment affects parking not water usage and the Board has no concerns.

7. Proposal from Jody Donnelly (1230 W. Hay Sled Dr., Lot 61) for water meter pit and water line to greenhouse.

An engineered plan for a meter pit was submitted and will be reviewed by Kurt Stout, ISD Engineer. Dave Stickel, ISD Water & Sewer Operator, previously reviewed the plans and did not have any concerns. The proposed water line to the greenhouse does not require HOA or ISD approval, but Jody is advised to see if a County permit is needed.

8. Teton County Water Quality Master Plan.

Steve reported that Teton County is currently developing a Water Quality Master Plan (WCMP) and the County is gathering suggestions from stakeholders regarding issues that impact water quality. Steve, as the ISD/HOA liaison will discuss best-practices for maintaining water quality with the HOA Board. More information can be found at <https://engagetetoncountywy.com>.

Public comment.

Aida thanked Steve for his participation in the WCMP process and she emphasized the importance of Rafter J being involved because she believes the potential of new development and challenges in the South Park area in the coming years could have significant impacts on Rafter J water quality.

Maintenance

1. Water leak on Lot 332.
Westwood Curtis will repair the leak on Lot 332 before winter.
2. Crack sealing of main roads and side roads.
R&D is not available for roadway crack sealing this fall. Cory reported that the roads seem to be in good condition.
3. Evaluation of roadway.
Cory reported that rutted corners at roadway intersections are a concern. Brian offered to provide Cory with some suggestions to improve the corners.
4. SPSC water meter radio connection.
Nancy will order new registers for the Neptune meters.
5. Schedule for exercising water main valves.
Cory will be exercising water main valves and hydrants. No schedule as of this date.
6. Eastside ditch/Tensleep culvert update - Roadway.
Work to redo the Tensleep asphalt patch has been delayed. A new timeline has not been provided.
9. Water tank vent covers.
Water tank vent covers have been installed per a deficiency noted in the EPA 2019 Sanitary Survey Report.
10. Lift station generator repair update.
The Board reviewed an estimate from CAT for engine coolant heater replacement and to repair unstable voltage. This is an unexpected expense and was not budgeted.

Steve moved to approve the \$4,067.53 estimate from CAT. Eileen seconded the motion. It passed unanimously.

Other Business

1. Late Water Payment Penalty Procedure (LWPPP).
The LWPPP does not address when water is shut off for a third time. Following discussion, Eileen will submit a revised draft at the next meeting.
2. Public comment.
Gina Lipp requested clarification of Pathway Easements. Brian responded that the County built the pathways, Rafter J owns and maintains the pathways, and the general public has access to the pathways. The language of current easements that involve right of way through Rafter J townhome properties is being updated. Easements are already in place for the pathway to connect to the properties located north and south of Rafter J, if those areas are developed in the future. New pathways are not being proposed at this time.

Next Meeting

Thursday November 16, 2023 at 6:00 p.m.

Adjourn

Steve moved to adjourn. Eileen seconded the motion. All were in favor and the meeting adjourned at 7:41 p.m.