

RAFTER J RANCH  
HOMEOWNER'S ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Tuesday June 24, 2025, 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, Aida Farag, and Brian Merritt.

Staff: Nancy Henderson, and Cory Kulacz.

Property Owners: Karen Jerger.

1. Call to order.

Tracy Baiotto, President, called the meeting to order at 4:02 p.m.

2. Homeowners' issues and concerns.

a) Maria Fritz (3180 S. Beaverslide Dr., Lot 12): Trim common area trees.

Maria, via email, requested to have the branches of a tree, located north of 3170 Beaverslide trimmed. The Board asked Cory to have the tree inspected for safety issues.

b) Trim common area/pathway shrubs.

The HOA has been asked to remove dead shrub branches north of 3175 S. Beaverslide along the pathway. The Board asked Cory to inspect the dead shrub branches for safety issues.

c) Kell Benson (3220 S. Beaverslide Dr., Lot 16): Trim common area trees.

Kell previously requested to have branches, located along the Tensleep pathway/ditch that overhang into his property and the pathway trimmed. The Board asked Cory to inspect the area for safety issues.

d) Patricia Berlin (1200 W. Hay Sled Dr., Lot 58): Trim common area trees.

Patricia previously reported that her satellite dish reception is blocked by tree branches that are located in the common area. The Board asked Cory to inspect the property and provide recommendations.

e) North entry driver etiquette.

Aida reported that multiple residents are concerned about vehicle drivers who express hostility to other drivers. Drivers are asked to promote safety and courtesy throughout Rafter J and especially at the north entry where making a left-hand turn onto the highway can be troublesome.

f) Storage area suggestions and concerns.

A Rafter J owner previously suggested that the HOA dramatically increase the rate for storage spaces that are unused, and/or revoke storage area use if a space is unused for six consecutive months. The same owner believes storage space users are subletting their spaces but has not provided any follow-up information. The Board response is that the storage area is not intended to be an income generator, detailed information is needed in order to resolve reported concerns, the storage area is inspected monthly, and storage area management is evaluated annually.

The Board, via email, has been asked by a storage area user to approve the storage of a trailer that is being rented by the user. The request can be discussed further by the Board if a rental agreement is provided. Tracy offered to follow up with the owner.

g) Residential noise.

An owner has filed a complaint with County Planning office regarding construction noise that occurs at a private residence on weekends.

h) Wilson Ditch reported issues:

- Flooding of trails along Rafter J southern fence line.
- Crawlspace water eastern end of Percheron Drive.
- Crawlspace water southern end of Appaloosa.
- Dog pulled into culvert.
- Multiple reports from owners with concerns regarding level of water in Wilson Ditch.

The irrigator has been contacted about flooding concerns, and the area is drying out. Jessica is gathering information on ditch owner responsibility, water rights, legal recourse, and the process for filing complaints.

i) Liz Jorgenson (3435 S. Hay Loft Dr., Lot 212): Adams Ditch.

Liz is concerned with excessive crawlspace water that seems to be associated with the water level in Adams Ditch. Rafter J is responsible for Adams Ditch maintenance. Jessica offered to consult the State Engineer to provide suggestions for ditch management.

j) Unrestrained dogs.

Unrestrained/unaccompanied dogs continues to be a concern, specifically when dog waste is left on neighboring private property.

k) CCR XII.4 Annexation: reference error.

An owner, via email, alerted the Board to an error in the CCRs. The Board will consult legal counsel about the CCR error.

l) Wildfire risk reduction.

Teton Conservation District (TCD) has a Wildfire Risk Reduction Program for private landowners, with possible cost share opportunities. Owners are encouraged to contact TCD for more information.

m) Fire hydrant usage.

Tracy reported that she witnessed Fire Department personnel filling up a fire truck with water from a fire hydrant located near her home. Unauthorized usage is a concern.

n) Summer reminders:

- HOA common area and open space are the responsibility of the HOA and individuals should not cut, plant, place or maintain items in these areas without written permission of the HOA Board.
- No camping in Rafter J.
- No parking on roadways.
- Know your property lines, common area is not to be used as personal space.

- Maintain the exterior of your home, fence, and landscaping.
- The County does not allow short term rentals in Rafter J.
- Please be neighborly and recognize that many residents leave their windows open in the summer months and loud noises could be considered a nuisance.
- Keep a safe distance from irrigation ditches, especially children and pets.

3. Approval of Rafter J HOA minutes.

Kathie moved to approve May 20, 2025, Board meeting minutes. Aida seconded the motion. The motion passed by majority vote.

4. Financial report.

a) Review of May 2025 financials.

Income was \$37,232, and regular expenses were \$29,203. There are no concerns.

Aida moved to approve the financials. Jessica seconded the motion. The motion passed unanimously.

5. Maintenance report.

a) Valley Landscape service.

Valley Landscaping has sprayed the park areas, the area around the office, and the hay fields.

b) Hay field mowing.

Cory authorized hay field mowing for this year. Future contracts for mowing should be discussed.

c) South entry electrical repair.

Electricity to the sign has been repaired, and a quote for restoring electricity to the pole light is being obtained.

d) Water tank fencing.

Two quotes have been received. The Board asked Cory to obtain references from the vendor with the lowest bid, and to clarify an understanding of the geographic details. Cory acknowledged his responsibility to monitor long-term maintenance.

Tracy moved to accept the lower bid for seven-foot fencing with three strand barb wire, contingent on vendor references and clarification of geographic detail. Jessica seconded the motion. The motion passed unanimously.

e) Tree removal.

An aspen tree located in the common area west of Shorthorn fell during a windstorm and was removed, along with an adjacent tree in which stability was compromised.

f) Homestead/Big Trail culvert.

Erosion of the culvert located at Homestead and Big Trail is a concern. Cory offered to ask the ISD if the culvert is an ISD responsibility.

g) Street sign painting.

A contractor was secured for painting the street signs.

h) Walden Pond outlet.

Westwood Curtis will be cleaning out the western Walden Pond outlet/ditch.

- i) Park irrigation.  
Dry spots in Homestead park are due to irrigation issues that are being repaired.
6. ISD report submitted via email from Janice Smith.
- a) Silver Star fiber project – HOA cost share request.  
The HOA previously requested the ISD share in costs for utility locate data in shapefile format. The ISD Board acknowledges the value of the data and noted that the files gathered thus far do not cover all Rafter J properties. The ISD is willing to continue discussions with the HOA on this matter.
  - b) Wildland Urban Interface (WUI) construction requirement concerns.  
Chris Moulder, Rafter J Design Committee Architect and resident, has voiced concerns to the ISD regarding increased construction costs in Rafter J due to WUI IR1 designation and suggested that improving fire hydrant capacity might allow for a less restrictive designation. The ISD Board in response will be consulting the Fire Department.
  - c) FY 2025-2026 Budget.  
A final budget draft will be discussed by the ISD Board via Zoom on June 27, 2025 at noon. The formal budget hearing is scheduled for July 16, 2025 at 6:00 p.m.
  - d) Water system and maintenance updates.  
A boil water advisory was issued May 29–31, 2025, due to a computer failure at the pump house. The system has since been repaired. A few options for updating the monitoring system are currently being explored by the ISD Board. Updating the monitoring components of the water system will reduce the risk of pressure loss related to technological issues in the future.
  - e) Source Water Protection Plan.  
The ISD Board is updating the Rafter J Source Water Protection Plan, which is a living document that identifies the potential threats to a water system’s source water and develops strategies to mitigate them. A public meeting will be scheduled in the upcoming months for community input.
  - f) Improved communication during emergencies.  
Residents have requested better communication methods for water-related alerts (e.g., boil advisories). Suggestions included text alerts, door notices, and use of County emergency alert systems. The ISD Board is exploring the use of A-frame signs and inquiring about whether using the County system would be allowed.
7. DC report.
- a) Gateway Church (3205 W. Big Trail Dr., Lot 330B): Unauthorized pavilion. The DC recommends the HOA Board review this issue.
  - b) Campbell (3400 S. Appaloosa Dr., Lot 176): Roofs for front and back decks approved.
  - c) Rainier (1655 W. Big Trail Dr., Lot 327-102): Deck approved.
  - d) Steinman-Ferris (1785 W. Diamond Hitch Dr., Lot 292): Deck approved.
  - e) Yut/Pitchfork LLC (3195 S. Pitchfork Dr., Lot 27): Deck railing and privacy fence not approved.
  - f) Sheridan (1970 W. Homestead Dr., Lot 234): Roof approved.
  - g) Prati (1055 West Longhorn Dr., Lot 121): Paint, windows, and door approved. Proposed lighting fixtures need to follow County standards.
  - h) Shivler (3210 S. Beaverslide Dr., Lot 15): Roof approved.

- i) Slater (3270 W. King Eider Rd., Lot 43): Additions approved.
  - j) Peterson-Schaeberle (3415 S. Shorthorn Dr., Lot 138): Greenhouse approved.
  - k) Gill (3175 S. Pitch Fork Dr., Lot 29): Fence approved.
8. Office report.
- a) ACH and credit card payment options.  
The online payment option could not be set up in time for 2025 annual payments. This service will be reevaluated in May of 2026.
  - b) Board candidates.  
Candidates are needed for two HOA Board seats which are opening August 19<sup>th</sup> due to expiring terms. Terms are for either two years or three years. Statements are due to the Rafter J office by July 11<sup>th</sup>.
  - c) Annual assessments.  
Annual assessments are due July 1<sup>st</sup> and late after thirty days.
  - d) New Storage Area Agreement.  
The Board reviewed a draft of the new Storage Area Agreement. HOA legal counsel will be asked to review the draft (Kathie and Aida will be cc'd).
9. Old business.
- a) SilverLight Fiber Network connection project.  
The main line located along Big Trail is almost finished and installation of individual properties will begin in the Central section. Installations in sub-HOAs will not occur until the sub-HOAs have agreements in place with Silver Star. Sewer cleaning/video inspection in the North East section is not expected to interfere with the fiber work.  
  
A complaint was received regarding one day when fiber work was being finished up after the 7:00 p.m. cutoff; work hours are 7:00 a.m. to 7:00 p.m. Monday through Saturday. Residents are reminded that main line work is pre-contracted, and not to be changed by individual owner requests. It is helpful if irrigation lines on private property are flagged.  
  
A quote for utility mapping of the remaining work area is needed and once obtained, the HOA can discuss cost sharing with Silver Star and the ISD. Cory was asked to contact the Board if help is needed to move forward with the remaining utility mapping project.
  - b) Proposed CCR Amendments.  
Proposed CCR Amendments are not yet ready for distribution to Rafter J owners. Legal review is completed but initial signatures are still being obtained. HOA legal counsel will finalize the proposals that will be sent to owners for a vote.
  - c) Rafter J Rules document.  
The Board reviewed and discussed a new format for the Rafter J Rules that includes a table of contents for easier reference. Tracy offered to forward a final draft copy to Nancy for July 1<sup>st</sup> publication. Kathie offered, in the future, to draft the rules in a standardized legal format.
  - d) Adams Canyon projects.  
Tracy is continuing to work on obtaining information for land appraisals. The appraisals are needed before the trail easements are finalized.

10. New business.

a) Jorgenson proposal – Easement Mapping and Research.

In follow-up to owner concerns regarding roadway easements with sub-HOA's and pathway easements with the County, the Board reviewed and discussed a proposal from Jorgenson for researching and mapping easements that exist within Rafter J. Kathie and Brian Merritt offered to be the primary HOA contacts for this project. Nancy offered to forward existing pathway easements and historical comments/research from Brian Schilling to Kathie and Brian.

Jessica moved to approve the Jorgenson proposal as presented, up to \$8,000. Brian seconded the motion. The motion passed unanimously.

11. Review action items.

Action items were reviewed.

12. Adjourn.

Kathie moved to adjourn the meeting. Aida seconded the motion. All were in favor and the meeting ended at 6:04 p.m.