

RAFTER J IMPROVEMENT AND SERVICE DISTRICT
ANNUAL MEETING
2951 W. Big Trail Drive, Jackson WY 83001 and ONLINE
Phone: 307-733-5262 / Email: Office@ RafterJ.Org
June 18, 2024 6:00 p.m.

Minutes of Meeting:

Attending for the District:

Directors:

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

Also Attending:

Jim Darwiche: Rafter J owner
Aida Farag: Rafter J owner & HOA Board Member

Staff:

Nancy Henderson
Cory Kulacz

Call to Order

President Schilling called the meeting to order at 6:04 p.m.

Approval of Minutes

Steve moved to approve the 5/16/24 meeting minutes. Eileen seconded the motion. Motion passed unanimously.

Additions/Deletions to the Agenda

Traffic counters.
Adams Canyon water tank fencing and trail easement.

Board Discussion

1. Update on new water usage contracts for non- Rafter J properties.
None.
2. Pathway easements.
Brian will ask Keith Gingery, Chief Deputy County Attorney, to contact Rafter J HOA Attorney, Scott Garland to discuss if the HOA or ISD should be the Grantor of Rafter J pathway easements.
3. Update on SPSC Lot 18 water connection application and fee.
None.
4. Review FY 2023-2024 projected numbers, preliminary FY 2024-2025 Budget, and Reserve.
 - a) FY 2023-2024 projected numbers – fiscal year-end updates.
\$325,000 is expected to be contributed to the Reserve. This amount, if continued over the next five years, should be on target for covering future capital projects for the next five years.
 - b) FY 2024-2025 income.
It has been determined that assessments may need to be increased between 5-13% in the FY 2024-2025 Budget in order to maintain sufficient contributions to the Reserve. Fees and assessments will be discussed further at the Budget Hearing on July 15th.

5. Automated billing and payment services.
Nancy informed the Board that various payment options are available through Bank of Jackson Hole that might make it easier for residents to pay water bills, but the bank is not able to pass convenience fees directly to the customer. The Board determined that due to the additional administrative work and increased expenses, new payment options would not be implemented.
6. Traffic counters.
Brian has obtained camera traffic counters to be used in areas where tube traffic counters are not effective. Cameras will be installed at Lot Tract 2A and Lot 336, and tubing at Lot 333. Property owners will be notified in advance.
7. Adams Canyon water tank fencing and rerouting trail.
Rafter J HOA is obtaining surveys of the Adams Canyon area with the intent to grant a trail easement for public use. Brian reviewed the current trail that passes through the water tank area. The trail needs to be rerouted away from the tanks, and the best way to deter trespassing is by installing a gated fence around the perimeter of the tanks. This issue will be discussed with the HOA Board.

Maintenance

1. Water Operator duties and responsibilities.
 - a) Water Quality Report (Consumer Confidence Report).
Dave Stickel, ISD Water Operator, has agreed to complete the report. It will be posted on the Rafter J website when completed.
 - b) Water Service Line Inventory.
The inventory is due to the EPA by 10/16/24.
 - c) Secondary Water Operator.
Cory will be the Primary Water Operator as of July 1, 2024. The Board needs to obtain a contract for a Secondary Water Operator.
2. Lot 52 curb stop replacement.
The curb stop at Lot 52 will be replaced on June 22nd. Homeowners in the area will be notified of the temporary water shut off.
3. Crack seal bids.
Two estimates were obtained. Cory will need to get more details before one of them can be accepted.
4. TV inspection/cleaning of sewer lines for FY2024-2025.
The Board accepted a bid from Kleen Pipe to camera and clean the northwest sewer section. One section of a five-year project, to complete five sections was approved. Brian offered to look into who is contracted to clean Town sewer lines before moving forward with an extended contract.
5. South entry roadside and roadway corner erosion.
No update.

Action Items

1. Lower Valley Energy (LVE) ballot.
Brian signed the LVE ballot regarding a bylaw change.

Other Business

1. Teton County Emergency Declaration – Teton pass road closure.
The Board of County Commissioners (BCC), today at the BCC regular meeting, discussed allowing temporary occupancy of Legacy Lodge (Lot 333) by Teton Pass commuters who work in Teton County. Jim Darwiche commented that approval, with multiple rules and regulations, was granted by the County. Aida commented that temporary housing was granted until the end of July, and an extension will be discussed by the County on July 22nd.
2. Public comment.
Aida requested to have ISD meeting dates posted on the Rafter J website. The Board will discuss this request at the next meeting.

Next Meeting

Budget Hearing Monday July 15, 2024, at 6:00 p.m.

Adjourn

Eileen moved to adjourn. Steve seconded the motion. All were in favor and the meeting adjourned at 7:01 p.m.