

**Orchidland Community Association
Board of Directors Meeting
Approved Minutes
November 19, 2019**

Call to Order: Vice-President Doug Anderson presiding; this is the Board of Directors meeting of November 19, 2019 at the Neighborhood Place of Puna in Keaau, the time is 7:58pm.

Roll Call: Doug Anderson, Tegen Greene, Frederic Wirick, John Erickson, Jeremai Cann and Paul Imaizumi by conference call.

Out on medical and/ or excused leave: Steve Baca and Don Stoner.

Motion to approve the Agenda for the BOD meeting of November 19, 2019 as distributed. Seconded, call to vote, 6 in favor, motion approved.

Motion to approve the Minutes of the BOD meeting of October 15, 2019 as distributed. Seconded, call to vote, 6 in favor, motion approved.

President's welcome announcement to members and general public:

Aloha and welcome to the November 2019 Board of Director's meeting for fiscal year 2019-20. OLCA members and the general public are welcome to attend but are asked to please not interrupt the proceedings and agenda. Guests will be given the opportunity to speak at the end of meeting. Sign-in and suggestion forms will also be provided at the meeting; these forms will be reviewed and addressed by the BOD at the next scheduled meeting. One final notice, this is a public meeting and it is being video recorded.

Monthly Reports:

Treasurer Tegen Greene, monthly financial report, as distributed.

RMC report summarized by RMC Vice Chair John Erickson (full report as distributed):

Updates on pothole filling: As anticipated lower Orchidland Drive, the commercial district, continues to crack and break away in every rain storm. Repairs are being made at least twice a month if not more. The worst potholes are located on lower Orchidland Drive between Hwy 130 and the entrance to Blanes Drive-in. This short section of roadway receives heavy commercial traffic, including large delivery trucks and school bus traffic, plus the two parking lots from the Mormon church drain onto lower Orchidland Drive, causing ponding during heavy rains.

Special update, the Mormon church has begun drainage improvements to their upper parking lot and in the right-of-way. This project was approved by the RMC and BOD.

Letters were sent to commercial property owners on lower Orchidland Drive and a complaint filed with the County Works Department concerning the road flooding and ponding issue. We anticipate a workable solution in the future, in order to avoid the closure of this section of roadway.

Other potholes are filled once a month as part of ongoing road maintenance.

Unpaved road maintenance updates:

Signage installation:

Last month 2 stop signs were stolen and had to be replaced at the intersection of 40th Ave and Pohaku Drive.

Asphalt repair and paving updates:

Asphalt paving is scheduled to begin soon. With the 2015 Orchidland Voice/ Arthurs lawsuit ended and all OLCA funds unfrozen -- the RMC will now go back to its original plan to pave upper Laniuma Drive, then upper Illima Drive and finally, upper Pohaku Drive. Once these 3-sections of roads are completed, the 1999 Paving Plan will be complete.

Last month the RMC and BOD approved paving bids for both upper Laniuma and Illima Drive. The paving of upper Laniuma should be completed by the end of the month. And upper Illima Drive when paving funds become available.

Some unpaved road maintenance and road side mowing should be completed from 40th Ave to 35th Ave between Pohaku and Orchidland Drives over the next month.

New Business:

Motion to approve funding for a complete rotation of road maintenance on unpaved roads, totaling about 30 miles. This will include grading, opening natural drainages, adding materials (1 ½" base coarse) where needed, rolling and compacting. Approximated cost with materials total \$70,000. Flat road areas with materials will be graded, crowned and compacted into one lane to allow rain water to flow off the roadway and onto the road side.

Seconded

Discussion: road maintenance is needed as soon as possible on unpaved upper Pohaku Drive and 40th Ave from Pohaku to Laniuma Drive. The maintenance rotation will continue downward and across Orchidland Estates. This maintenance rotation completion date is projected by the end of the calendar year.

More discussion, call motion to vote, all in favor 5 with 1 opposed, motion approved.

Old RMC Business:**Proposed OLCA 2020 Paving Plan (preliminary proposal):**

Anticipating the completion of the 1998-99 Paving Plan on or about fiscal year 2020-21. The RMC has begun to draw up the 2020 Paving Plan for the next decade. RMC's draft proposal follows -- to be reviewed, discussed, revised and the formal 2020 Paving Plan to be approved next year, 2020, by the OLCA Membership.

Initial 2020 Paving Plan proposals include:

- Tear out of chip seal intersections and replacement with asphalt intersections and the addition 20' asphalt aprons. These Main Access chip sealed road intersections include: Pohaku Drive from 35th to 37th Ave, Laniuma Drive from 35th to 36th Ave, Orchidland Drive from 34th to 37th Ave, Auli'i Drive from 34th to 36th Ave, and Illima Drive at 36th Ave.
- Installation of 25 speed limit signs and posts along Main Access Roads.
- Installation of 25 mph "Speed Humps" where needed to slow traffic and deter cut-through traffic. Installation to begin on Pohaku Drive and 40th Ave (the elbow, the primary bypass roads)

Long term plans include:

Asphalt paving of upper Auli'i Drive, 40th to 41st Ave.

Tear out and replacement of chip seal roads with asphalt paving including: Orchidland Drive from 34th to 37th Ave, Pohaku Drive from 35th to 37th Ave, Laniuma Drive from 35th to 36th Ave, Auli'i from 34th to 36th Ave, and Illima Drive from 35th to 36th Ave. Also, sections of 35th Ave from Pohaku Circle to Laniuma Drive.

- Permanent repairs and installations with asphalt or concrete on 40th Ave from Laniuma to Pohaku Drive, to help reduce wash-outs in this area during heavy rains.
- Center striping of asphalt roads.
- This is a preliminary list and it will be revised over the next months, in preparation for the OLCA March 2020 Newsletter and membership approval.

Additional RMC updates:

There was some discussion about looking into possible funding from the USDA rural development to improve our roads. It was noted that Hawaiian Shores Community Association had recently posted signs outside their community site at the Stables, indicating that the USDA was supporting their upcoming paving project.

Guest input and suggestions:

There was some discussion regarding road maintenance on unpaved upper Pohaku Drive, it was noted that this section of roadway was scheduled for maintenance soon.

Additional discussion included the maintenance of other unpaved roads and it was indicated that a full-maintenance rotation of all unpaved roads would begin soon after upper Laniuma Drive is paved. Estimated completion date by the end of the calendar year.

Social and Community Lot Committee Report:

The OLCA First Saturday Harvest Share and Farmers Market was held on November 2, 2019. This monthly market at the OLCA Hui Hoaloha located near the intersection of Orchidland Drive and 36th Ave. A good variety of market items and vendors participated.

Note of thanks, Edie Valentine has stepped down as the co-chair of the OLCA social and community lot committee, Hui Hoaloha. OLCA members and market participants are grateful for her volunteer service and leadership over the past years. Her co-chair Merlin Foreman and Sharon Walker have stepped up to fill the gap.

As announced in the OLCA October 2019 Newsletter and on the OLCA group Facebook page. There was an informal OLCA Community lot development meeting on November 2nd between 12noon and 1pm to talk story regarding site improvements, fundraising and growing participation. Guests present included BOD/ RMC members Doug Anderson, John Erickson, Frederic Wirick as well as Lloyd Swierenga, Art Molter and Sharon Walker. OLCA president Steve Lyon sat in for the initial open minutes but had other volunteer duties to attend to. The group in attendance set the ground work in motion to reactivate the OLCA Community lot development committee. And the group scheduled the first committee meeting to follow the second Tuesday, November 12th RMC meeting at the Neighborhood Place of Puna in Keaau.

Please join us next month, for the First-Saturday Harvest Share and Farmers Market December 7, 2019 – we are into the harvest sharing time of year again, so please join us for the harvest share and market. **Note**, the market hours will be changing instead of 8am to 1pm the new hours will be 10am to 2pm. Mahalo

For more information on upcoming events please visit www.Orchidland.org , in addition, on the website there is a direct link to the OLCA group Facebook page. For vendor information please contact either Committee co-chairs Merlin Forman or Sharon Walker at the monthly events or by calling 808-464-5598.

OLCA Community lot development committee update:

On November 12, 2019 the committee met at 7:40pm following the RMC meeting. The formal announcement of and the **Motion** to formally reactivate this committee would be made at the OLCA BOD meeting on November 19, 2019.

Topics of discussion included possible site improvements including but not limited to: 30' x 60' pavilion (similar to canoe club long houses on Bay front), covered post office boxes (similar to Ainaloa), restroom, possible traditional and/ or commercial imu and small office. It was determined that the RMC members would initially head up this committee as well as those listed above including but not limited to: Jeremai Cann, Merlin Foreman, Sharon Walker, Lloyd Swierenga and Carrie Walter.

Some Committee members will schedule time to visit Ainaloa for the covered post office boxes details, Hawaiian Shores Association for more information on assistance from the USDA, the US Post Master in Keaau (PO Box info), the USDA Rural Development office in Hilo and the Kohala Center for document preparation assistance and more.

Motion to reactivate the OLCA Community lot development committee.

Seconded

Discussion: this an OLCA “special committee” that was originally established at an OLCA BOD meeting on or about October 2014. Committee members were to create and submit site plans for the Orchidland Community Center located on the OLCA Community lot near the intersection of Orchidland Drive and 36th Ave (the current location of the Hui Hoaloha and the monthly Harvest Share and Farmers Market). Also, this “special committee” will assist with fundraising and possibly recovering funds for the Orchidland Community Center and other related volunteer duties.

For historic reference, Frederic Wirick is the only remaining member of this original committee – all other members, “without authorization of the OLCA BOD,” formed a separate group called Orchidland Neighbors. ON announced their 501c3 IRS status for tax deductible donations at an OLCA BOD meeting on or about April 2015 and announced that ON would be fundraising for the Orchidland Community Center located on the OLCA Community lot. Barbara Arthurs was and is the treasurer of ON and to date no funds have been contributed to OLCA by ON.

The reactivated OLCA Community lot development committee will include all members of the RMC including: Sky Platt, John Erickson, Doug Anderson and Frederic Wirick. As well as OLCA parliamentarian Lloyd Swierenga and legal assistant Carrie Walter. In addition, BOD liaison Jeremai Cann and OLCA social committee co-chairs, Merlin Foreman and Sharon Walker. And, finally OLCA president, Steve Lyon to assist with drafting if his time permits, as directed by the committee. Addition members can be added by the committee as needed. Minutes will be submitted by OLCA Secretary Wirick.

The OLCA Community lot development committee will work with the OLCA site plan that was originally submitted to the Hawaii Island County Planning Department and received the “approved” special use permit.

The updated OLCA site plan includes: a permanent pavilion (similar to the canoe club) on a concrete slab, restrooms, office and possibly a traditional and/ or a commercial imu. As well as a larger array of covered post office boxes (similar to the Ainaloa PO Boxes) with vehicle access and parking from Orchidland Drive. The goal and plan of this Committee is to have a basic site plan in place for the November 30th OLCA Semi-Annual Membership meeting and potluck for review, comment and discussion.

The site plan for the Orchidland Community Center, at the OLCA Community lot, Hui Hoaloha will possibly be submitted for review by the Hawaii County planning department after the first of the calendar year 2020.

In addition, an inquiry and request will be made by this OLCA Committee (to be approved by the OLCA BOD) with the IRS on how to determine and to possibly retrieve the funds collected by Orchidland Neighbors for the Orchidland Community Center.

More discussion, read motion, call motion to vote, all in favor 5 and 1 opposed, motion approved.

Old BOD Business:

Motion to approve the 2019-20 payment for OLCA Board of Directors insurance at a cost of \$14,130.

Seconded

Discussion: this is required to protect the OLCA Board and individual Board members in the case of lawsuit.

All in favor, 7, motion approved.

Motion approved via online vote, on or about November 14, 2019.

Special Announcement:

As per the OLCA Bylaws, this is a formal announcement for the election of an OLCA interim Board member at next month's Board meeting scheduled for December 17, 2019.

Hershel Hood has offered to step up and volunteer his service as an interim OLCA Board member. He and his wife have recently relocated to Orchidland Estates after having lost their home in Lanipuna Gardens during the 2018 lava flow.

Final announcement:

The OLCA Semi-Annual Membership meeting and potluck is scheduled for Saturday, November 30th at the OLCA Community gathering place, Hui Hoaloha, located near the intersection of Orchidland Drive and 36th Ave. Membership potluck for 12 noon to 2pm, Membership meeting from 2pm to 4pm. Come out and meet your OLCA Board of Directors and growing Community. For more information visit www.Orchidland.org or call 808-464-5598

That concludes the OLCA BOD meeting for November 19, 2019, motion to adjourn, call to vote, 6 in favor -- the time is 8:15pm.

Submitted by:

Frederic Wirick, Secretary

Date