

**Orchidland Community Association
Board of Directors Meeting
Approved Minutes
August 18, 2020**

Call to Order: President Steve Lyon presiding; this is the Board of Directors meeting of August 18, 2020 at the Neighborhood Place of Puna in Keaau, the time is 6:42pm.

This meeting is limited to 10 persons: RMC, BOD and administrative support. All social distancing standards recommended by the State are being followed and some BOD members will also be joining the meeting via conference call.

Roll Call on location: President Steve Lyon (Mongo), Treasurer Tegan Greene, Secretary Frederic (Ric) Wirick, John Erickson, and Hershel Hood.

Roll Call for via conference call: Vice President Doug Anderson

Excused absence or medical leave: Jeremai Cann, Sky Platt, Brennan Low and David Guinn

Special Guests: Lloyd Swierenga and Carrie Walters

Motion to approve the Agenda for the BOD meeting of August 18, 2020 as distributed and amended:

Seconded

Call motion to vote, all in favor 6, motion approved.

Motion to approve the Minutes of the BOD meeting of July 21, 2020 as distributed.

Seconded

Call motion to vote, all in favor 6, motion approved.

President's welcome announcement to members and general public:

Aloha and welcome to the August OLCA Board of Director's meeting for fiscal year 2020-21. Our new fiscal-year began in July.

In accordance with State Covid-19 safety provisions: the OLCA Board and special guests are practicing social distancing, sitting about 6' apart from one another. Special guests will be given the opportunity to speak at the end of meeting. Finally, this meeting is being audio recorded.

New Business:

As announced at the July 21, 2020 monthly Board of Directors meeting, Hershel Hood will be replacing Tegan Greene as OLCA's Treasurer. Once approved by the BOD, this process should take about week to complete.

Motion to accept the resignation of Tegan Greene as OLCA's Treasurer, upon completion of this week's OLCA business. And the election of Hershel Hood to the position of OLCA Treasurer. In addition, to designate Hershel Hood as an authorized Orchidland Community Association bank signatory (signer, officer, etc.), as the new OLCA Treasurer.

Seconded

Discussion: Hershel Hood joined the OLCA Board as an interim Board of Director (BOD) at the monthly OLCA BOD meeting of December 2019. Via the March 2020 OLCA Ballot, Hershel was elected by the OLCA membership as a Board of Director to serve up to 3-years. Over the past month he has met with OLCA Treasurer Tegen Greene and book and record keeper, Ken Ah Lo, in preparation for his transition to OLCA Treasurer.

More discussion, call motion to vote, all in favor 6, motion approved.

A big mahalo to Tegen Greene for her years of dedicated service as OLCA's Treasurer from July 2015 to present. Also, a big mahalo to Hershel Hood for stepping forward to join the OLCA Board, as well as the Road Maintenance Committee and now as OLCA Treasurer.

Treasurer's report by Hershel Hood, monthly financials for July 2020 as distributed.

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

RMC Announcement:

Due to the fact that RMC Chair Sky Platt has not been in attendance for some months, the RMC has now appointed John Erickson to position of RMC Chair. And to fill Sky Platt's vacancy on the RMC, newly elected OLCA Treasurer Hershel Hood has agreed to join the RMC as the fifth member. The 2020-21 RMC consists of members: Chair John Erickson, Secretary Ric Wirick, Doug Anderson, Brennan Low and Treasurer Hershel Hood.

Updates on pothole filling: As anticipated lower Orchidland Drive, primarily used as the business access road for the commercial district, continues to crack and break away in every rain storm. The worst potholes developing where lower Orchidland Drive adjoins Hwy 130. This has created a Public Safety Hazard and Risk. OLCA maintenance crews have attempted cold patching between storms and gravel has been used while the road is flooded.

Due to this increased Public Safety Hazard and Risk during heavy rains and flooding, OLCA has requested that the County temporarily close this section of road in order to help prevent vehicular/ pedestrian injury and/ or fatality. This short section of roadway receives heavy commercial traffic, including large delivery trucks (including tandem fuel trucks) and school bus traffic (loading and unloading for and of school children). In addition, the flooding in this section is made worse by the church's lower parking lot draining directly onto lower Orchidland Drive.

Letters were sent to commercial property owners on lower Orchidland Drive in 2017 and a complaint filed with the Hawaii County Works Department in 2018 concerning the road flooding and ponding issue. Letters and/ or emails will be sent to business owners in 2020 -- plus to County, State, Federal officials, politicians and the media regarding this increased Public Safety Hazard. 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: Hokori Construction has begun maintenance -- a service rotation on the 30 miles of unpaved roads. Ashley Tractor and Hauling, is working ahead of the road maintenance crew: AT& H tractor mowing the road sides, pushing back encroaching cane/ cut grass and opening blocked natural drainages with the front-end loader.

Roads will be serviced and maintained for 15 mph travel, which means small potholes and exposed rock may remain and serve as 15 mph speed bumps and dips. Sections of roadway requiring service (multiple potholes, washouts, etc.) will be graded creating a center-lane, materials added, crowned to promote runoff and compacted. In areas that require a natural drainage from mauka to makai, 15 mph "speed dips" may be created to allow natural drainage from one side of the road to the other and to a natural drainage location.

The estimated cost of this maintenance/ service: \$40,000 in materials (1 ½" to 2 ½" base course and gravel -- about eighty 20-ton truckloads delivered). Plus, \$20,000 for labor and equipment (grader, roller/ compactor, skid-steer loader). The estimated time of completion, about 30-days.

Road side mowing was completed on all Main Access Roads including 40th Ave, Pohaku Drive, 35th Ave between Pohaku Place and Laniuma Drive, Laniuma, Orchidland, Auli'i and Ilima Drives.

Old RMC Business:

Road closure updates, 34th, 35th, 36th and 37th Ave at or near Ainaloa Blvd.

Local Orchidland resident traffic has shifted from Ainaloa Blvd to Illima Drive, it was recommended that OLCA bring Illima Drive up a notch or two with more and regular maintenance -- because it is now being used as a Main Access Road.

Illima Drive is designated as a Main Access Road and it runs parallel to Ainaloa Blvd. -- less than 1/8 of mile apart. Plus, Illima Drive from 36th to 37th Ave is the next "main access road" scheduled to be paved once asphalt paving funds becomes available. OLCA's new fiscal-year, 2020-21, began July 1, 2020.

It is also worth noting that apparently the County originally intended to block off these entries and exits to and from Orchidland Estates at Ainaloa Blvd. The County likely anticipated back the then, the potential problem of cut-through/ by-pass County traffic.

In closing, OLCA contacted HPD Captain John Briski's office with updates of all road closures at Ainaloa Blvd., and that information was to be updated by his office with EMS, the Fire Dept., etc.

Motion to approve immediate funding for the regular maintenance of Illima Drive from 35th to 37th Ave. Until OLCA asphalt paving funds become available for fiscal-year 2020-21 to pave Illima Drive

from 36th to 37th Ave. In addition, approve funds for a large road sign and post near the intersection of Hwy 130 and Illima Drive stating: NO OUTLET/ DEAD END.

This Motion was approved and the work was completed in July 2020.

Additional guest input: Orchidland residents from 37th Ave between Ainaloa Blvd and Illima Drive suggested that OLCA move the 37th Ave concrete blockades from Ainaloa Blvd to before the intersection of 37th Ave and Illima Drive. They indicated that there are issues on this stretch of 37th Ave that would be resolved with the barrier movement. And they presented the OLCA Board with a signed petition from all residents on that stretch of road.

Motion to approve the relocation of road closure concrete barriers and signage from Ainaloa Blvd to near the intersection at 37th Ave and Illima Drive.

Seconded

Discussion: it has been brought to the attention of the OLCA RMC and BOD that there are issues on this stretch of 37th Ave that would be resolved with the barrier movement. Sherri Fox, road representative -- presented the OLCA Board with a signed petition from all residents on that stretch of road -- indicating that this would be a real solution. Plus, the road closure would stop cut-through/by-pass traffic from County maintained road, Ainaloa Blvd.

More discussion: OLCA will make contact with road contractor Hokori Construction and HPD captain John Briski, updating his office of the proposed movement of the concrete barriers and road closure. If there are no unforeseen problems, Capt. John Briski's office will update the Fire Dept and EMS of the change and OLCA will schedule the relocation of barriers and road closure.

Motion was approved and this project was completed in July 2020.

Road and road related maintenance for fiscal year 2020-21 includes:

- 1) -- Completion of paving projects previously scheduled when funding becomes available.
- 2) -- At least one-full maintenance rotation -- of unpaved roads and 2 or 3 follow-ups, as needed -- service rotations (fill large potholes, washouts, excessive traffic wear, etc.) to maintain the 15 mph speed limit.
- 3) -- Road-side mowing: along Main Access Roads about four-times (about every 3 months), and along unpaved roads about two-times (about every 6 months).
- 4) -- Main Access road-side vegetation removal and crack sealing.
- 5) -- Other paving projects as funding becomes available.

Motion to approve funding for road and road related maintenance for fiscal year 2020-21 as funding becomes available.

Seconded

Discussion: this funding is necessary to complete the road projects addressed above. Specific road and road related projects with bids include: number 2, 3 and 4.

Motion was approved in July 2020.

The OLCA letter regarding the Public Safety Hazard and Risk at lower Orchidland Drive and Hwy 130 -- will be to be sent soon (via mail and/ or email) to the businesses and the church on lower Orchidland Drive as well as County, State and Federal agencies and representatives, reporters and more.

At the March 2020 RMC meeting a few motions were discussed regarding the potential costs and funding for necessary repairs and the overdue reconstruction of lower Orchidland Drive from Hwy 130 to the intersection of 34th Ave. Repairs and reconstruction are needed in order to prevent the temporary road closure of lower Orchidland Drive during heavy rains and flooding which creates hazardous road conditions.

It was determined by the RMC that it would be best to wait until after the 2020 letter was sent to businesses, church and County, State and Federal officials/ representatives and reporters before moving forward with costs and funding suggestions. The RMC suggested meeting with all parties to discuss a workable solution.

This meeting with all parties was proposed for April or May 2020, but with the recent virus scare and stay a home orders the meeting will be postponed.

The letter is scheduled to be sent/ emailed soon -- Carrie will provide the updates to the RMC.

Abandoned Vehicles (AVs) on OLCA roads and/ or in the right-of-way:

Discussion: Abandoned vehicles and the arson of abandoned vehicles in Orchidland Estates has been on rise over the past years. One major reason is that vehicle recycle centers stopped paying for metal recycling and now charge a fee. Technically, dumping vehicles is a criminal littering offense, up to \$1000 fine and 200 hours of community service.

If an abandoned vehicle (AV) is dumped on an Orchidland road or in the right of way, and it is reported to the HPD and they follow-up with an incident report. The AV should be towed or removed by the County within a week or two. If not, follow-up with the HPD on a weekly basis until the vehicle is removed.

The process is to call the HPD non-emergency number at 808-935-3311

Report an abandoned vehicle: provide the HPD with the date of incident, location, type vehicle and be sure to get an incident number and HPD officer contact name.

More topics of discussion:

Criminal littering, abandoned vehicles, squatting on vacant land and vacant homes has become a bigger issue since the Covid-19 pandemic.

OLCA is attempting to make contact with absentee property owners, bringing them up to date the issues at hand. The RMC will likely have to take the lead on this, and try our best to keep it under control working with absentee property owners and the HPD.

The BOD agreed to review the legal aspects of moving forward with a new Procedure and Policy regarding this growing issue. Carrie Walters, OLCA's legal assistant will update us on the possible letter to and from absentee owners, giving OLCA the ability to file a complaint in the owner's absence.

More RMC discussion:

Now that some Covid-19 restrictions have been lifted and some government offices have reopened. Some RMC members will follow-up with the USDA Rural Development.

-- USDA Rural Development grants and/ or loan options for possible additional road repair, maintenance and improvement funding. For instance, additional gravel, basecourse, materials to bring unpaved roads up to minimum Federal standards.

That completes the RMC reports and updates.

Social and Community Lot Committee Report:

The OLCA First Saturday Harvest Share and Farmers Market was August 1, 2020. A very good showing of garden, vegetable and fruit vendors -- and the patron participation was also good.

The next monthly OLCA Harvest Share and Farmer Market is scheduled for September 5, 2020. 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 Committee chair Norman Kauahi at the monthly events or by calling 808-464-5598.

The full report was submitted by OLCA's Farmers Market chairperson Norman Kauahi last week, apparently OLCA President Steve Lyon has the report.

Community Lot Development Committee Report/ Update by Secretary Wirick:

OLCA Community Lot Development Committee and Agri-Cultural Center (ACC) Board report:

Over the past months, the OLCA Agri-Cultural Center (ACC) (501c3) has been getting prepared: setting up an ACC account with Data Processing Services, Inc. for book and record keeping services. Submitting documents for ACC Directors and Officers insurance, as well as reviewing additional insurance requirements for the site development at the OLCA Community lot.

In addition, the site plan and estimated costs for the proposed pavilion are being completed, as is the long-term lease agreement.

That completes the OLCA reports and motions.

Final Announcement: as per OLCA Bylaws, we are announcing the election of two new interim Board members one month in advance. Tara Brandon, she is from the 36th Ave and Ilima Drive area of Orchidland Estates. And Brian Murphy, from 37th Ave near Pohaku Drive. The OLCA interim elections to take place at the next OLCA BOD meeting scheduled for September 15, 2020.

That concludes the OLCA BOD meeting for August 18, 2020, motion to adjourn, call to vote, 6 in favor -- the time is 8:02pm.

Submitted by:

Frederic Wirick, Secretary

Date