

**Orchidland Community Association
Board of Directors Meeting
Approved Minutes
December 15, 2020**

Call to Order: Vice President Doug Anderson presiding this is the OLCA Board of Directors meeting of December 15, 2020 via Zoom online conferencing the time is 6:46pm.

Board roll call via Zoom: Doug Anderson, Ric Wirick, Hershel Hood, John Erickson, Sky Platt, Tegen Greene, Steve Lyon, Jeremai Cann, Brennan Low, Brian Murphy and Tara Brandon.

1) Motion to approve the Agenda for the OLCA Board of Directors meeting of December 15, 2020 as distributed (via pdf).

Seconded

Call Motion to vote, all in favor 11, motion approved.

2) Motion to approve the Minutes for the OLCA Board of Directors meeting of November 17, 2020 as distributed (via pdf).

Seconded

Call Motion to vote, all in favor 11, motion approved.

Vice President's announcement to board members and special guests:

Aloha and welcome to the December OLCA Board of Director's meeting for fiscal year 2020-21. Our Committee and Board meetings are now being held via Zoom online conferencing due to concerns of the Covid-19 pandemic and the onset of the flu season.

Special guests are welcome by Zoom invitation to attend but are asked to please not interrupt the proceedings and agenda. Special guests will be given the opportunity to speak at the end of meeting.

Summarized Monthly Reports and Motions (full reports as distributed):

Secretary's report by Frederic (Ric) Wirick:

Since October 2020 the OLCA Board and Committees have integrated Zoom online conferencing for monthly meetings. Zoom has been an efficient and productive format and we would like to open the monthly meetings to special guests and store the recorded sessions. The cost to store the Zoom recordings in their "cloud storage" is \$40 per month. The cost for the monthly OLCA meeting rental space at the Neighborhood Place of Puna over the past years was \$30 per month. In addition, up until this new fiscal year beginning July 2020, there was a \$100 fee for the video recording.

It has been suggested that we bring aboard a Zoom moderator that also has the ability to store video on a separate hard drive. OLCA's former video recorder, Patrick Donegan, has agreed to provide this monthly moderator/ video storage service for OLCA Board meetings at a cost of \$60 per month.

Motion to approve Patrick Donegan as the OLCA Zoom moderator and for Zoom video storage at a cost of \$60 per month.

Seconded

Discussion: Patrick Donegan has the experience with Zoom online conferencing and video recording and storage. Plus, he has a track record of previous video recording service with OLCA. The monthly cost is about half of what OLCA has paid over the past years. Plus, this service will help us to moderate Board meetings and integrate special guest participation at the end of the OLCA monthly Agenda.

More discussion, call to vote, all in favor 11 in favor, motion approved.

Last month the OLCA Board approved Lockett White as OLCA's corporate attorney and approved the initial \$500 payment towards her \$5000 retainer fee. In addition, last month an anonymous donation of \$2000 was received by Lockett Legal and credited towards the \$5000 retainer fee.

Worth noting, on or about October 2020, OLCA received a \$1900 legal retainer refund from a previous corporate attorney.

Treasurer's report by Hershel Hood, including monthly financials for November 2020 as distributed via pdf. General overview of monthly finances updates, plus bad-debt recovery of \$1000 for the past six-years total \$21,000.

RMC report by RMC Chair John Erickson:

Updates on pothole filling:

AT&H completed a full-rotation of pothole filling on paved roads (asphalt and chip sealed).

With the rain storms over the past month and flooding/ ponding on lower Orchidland Drive -- potholes have developed quickly. During the worst conditions, 2 ½" gravel was used to fill the large potholes until the road dried out and potholes could be filled with cold patch. With the rain, flooding and ponding -- water has seeped through the cracks in the road and has soaked the road base. The OLCA road contractor has confirmed that "hot patching" would not hold up with this wet, unstable base -- and OLCA has postponed the scheduled "hot patching" of sections of lower Orchidland Drive.

Addressing pothole repair and maintenance costs for lower Orchidland Drive, the commercial district -- and moving forward with the process to revise the OLCA commercial MRMA (Mandatory Road Maintenance Assessment) fee schedule:

The RMC will begin the process to revise the commercial MRMA fee schedule, specifically addressing this section of lower Orchidland Drive.

The RMC proposal: the commercial business and church traffic on lower Orchidland Drive, plus flooding issues and a deteriorating roadway have led to annual repair and maintenance costs of over \$10,000 per year. Since there are currently five separate commercial property owners (including the church) on lower Orchidland Drive from Hwy 130 to 34th. If we simply divide \$10,000 in repair costs by 5 = \$2000.

Every year, the RMC would look at the previous year's repair and maintenance costs for this section of lower Orchidland Drive, divide it by 5, and recommend a commercial MRMA. Once the OLCA

commercial MRMA fee schedule is approved by the RMC, it will be taken to the OLCA Board for approval -- and finally taken to the OLCA membership for approval in March Newsletter and Ballot.

More discussion: the RMC agreed that this is a good suggestion and unanimously approved that a Motion addressing this commercial billing as stated above be taken to the Board for approval.

Motion to approve the Commercial MRMA fee schedule for businesses and the church on lower Orchidland Drive for fiscal-year 2020-21 as \$2000.

Seconded

Discussion: the commercial business and church traffic on lower Orchidland Drive, plus flooding issues and a deteriorating roadway have led to annual repair and maintenance costs of over \$10,000 per year. Since there are currently five separate commercial property owners (including the church) on lower Orchidland Drive from Hwy 130 to 34th. If we simply divide \$10,000 in repair costs by 5 = \$2000.

Every year, the RMC would look at the previous year's repair and maintenance costs for this section of lower Orchidland Drive, divide it by 5, and recommend a commercial MRMA. Once the OLCA commercial MRMA fee schedule is approved by the RMC, it will be taken to the OLCA Board for approval -- and finally taken to the OLCA membership for approval in March Newsletter and Ballot.

More discussion, call Motion to vote, all in favor 11, motion approved.

Unpaved road maintenance updates: due to the heavy rain storms over the past month, pothole filling has begun on unpaved 40th Ave between Pohaku and Orchidland Drive. AT&H is addressing these pothole repairs on unpaved roads. The estimated cost is about \$1000 per mile, which includes materials (1 ½" to 2 ½" base course) equipment and labor.

Last month, the concrete barriers on 37th Ave between Ilima Ave and Ainaloa Blvd were removed and placed in the right of way by OLCA contractors, Hokori Construction. This allowed OLCA traffic to access Ainaloa Blvd via 37th Ave since the construction of the new roundabout at Hwy 130 was completed. This also serves as an emergency bypass route, if and when Hwy 130 at Ainaloa Blvd was temporarily closed due to a traffic accident or the like.

Since 37th Ave near Ilima Drive has been reopened -- traffic flow has been monitored and has not been an issue. Worth noting, in 1992 -- 37th Ave was designated by the County as an emergency bypass route. This re-opening of 37th Ave might be an opportunity for OLCA to readdress this proposed emergency bypass route with County and State.

** The following Motion was approved by the RMC and is recommended for Board approval.

Motion to remove the remaining concrete barriers in the right of way on 37th Ave between Ilima and Ainaloa Blvd and for these barriers to be relocated to 34th, 35th, 36th Ave where needed.

Seconded

Discussion: the concrete barriers in the right of way on 37th Ave are no longer required and may present a potential right of way hazard/ potential liability risk. Two of these concrete barriers from 37th Ave were already transferred to 35th Ave to fill a bypass gap.

In addition, some Orchidland residents near the intersection of Illima and 37th Ave have placed large lava rocks in the right of way near the road edge of 37th Ave. Like the nearby concrete barriers, these rocks create a potential right of way hazard/ potential liability risk for OLCA, and are a direct violation of the Right of Way (ROW) Policy and Procedure (P&P) approved in February 2018.

Suggestion, notify these OLCA residents of the issue, and if the rocks are not moved by the time the contractors are onsite to relocate the concrete barriers, have the OLCA contractors also remove these lava rocks from the OLCA right of way.

More discussion, call Motion to vote, all in favor 11, motion approved.

Road paving update: upper Illima Drive from 36th Ave to 37th Ave is the next section of road to be paved in accordance with the existing OLCA paving plan. In addition, Illima is now being used as a Main Access Road. A few months back the OLCA road contractor, Horkori Construction: graded, crowned and compacted this upper section of Illima Drive (36th to 37th Ave) with 1 ½" base course. They have confirmed that this section has held up very well over the past months and could be used as the base for proposed new asphalt paving. Horkori Construction is currently re-evaluating the estimated cost to pave this section of Illima Drive with the existing Paving funds.

That completes the RMC report and Motions.

Announcement: former District 5 County Council candidate, Ikaika Rodenhurst, has been appointed as the director of the County Department of Public Works. Ikaika is a civil engineer with an emphasis on road construction and road safety. During the recent election he expressed interest in working with OLCA to address the traffic safety issues at the dangerous intersection at Orchidland Drive and Hwy 130 and with improvements to lower Orchidland Drive.

Farmers Market Committee Report, the December 5, 2020 Farmers Market was cancelled, technical issues including no County permit for the OLCA Farmers Market have temporarily closed the market. The CLDC is now working to assist the FMC with this and other issues in order to reopen.

Community Lot Development Committee Report and Motions by Secretary Wirick:

The CLDC monthly committee meeting was held via Zoom on December 8, 2020 immediately following the RMC meeting.

On October 13th, the OLCA Agri-Cultural Center (ACC) lease agreement was approved by the CLDC, and was also approved by the OLCA Board on October 20, 2020. This is a win-win for both the OLCA and ACC -- and applications for ACC grants and a call for ACC donations can now proceed in order to move forward with fundraising, purchase and construction the approved 40' x 120' pavilion, phase one, of the Community Center at the OLCA Community lot located near the intersection of

Orchidland Drive and 36th Ave. A note of gratitude to all that have and continue to participate in this long overdue Community project.

The CLDC is still attempting to locate a civil engineer to complete the “water drainage plan” at a cost of up to \$500, to submit the Community Center site plan to Hawaii County Planning Dept.

The CLDC oversees the management of the OLCA Community lot, similar to the way the RMC oversees the management of the OLCA roads. Since August 2020 the CLDC has encouraged the OLCA Farmers Market Committee (FMC) to get the proper County and State permits in place and to follow the protocol for a sanctioned Farmers Market in order to operate as an essential business during the Covid-19 pandemic. To date, this has not occurred.

In October CLDC member, Brian Murphy took the directive to see what is required to become a sanctioned Farmers Market during the Covid-19 pandemic. In November, Brian and CLDC member, Sky Platt visited the Hakaula Farmers Market and Food Share on the Hamakua coast. This is a weekly community market in Hakaula has been operating for the past decade. This is a sanctioned community farmers market, with farmers market manager, the proper permits and they are set up and accept EBT payments for produce and prepared foods.

The following Motion was approved by CLDC and is recommended for Board approval:

Motion to direct the OLCA Farmers Market Committee to follow the lead of the Hakaula Farmers Market and Food Share including: farmers market manager, the proper permits and to get set up to accept EBT payments for produce and prepared foods.

Seconded

Discussion: In order to move forward with the OLCA Farmers Market in the future -- the CLDC would recommend that the FMC follow the lead of the Hakaula Farmers Market and Food Share.

More discussion, call Motion to vote, all in favor 9, 2 abstentions, Tegen Greene and Steve Lyon

Motion approved

OLCA Agri-Cultural Center (ACC/ 501c3) Board report and updates by Secretary Wirick:

In November 2020, Tara Brandon was elected to the ACC Board of Directors.

Doug Anderson serves as Vice President and chair of the ACC Board, Ric Wirick Secretary and Directors: Sky Platt and Brian Murphy

The OLCA Board approved ACC lease agreement has been processed, and the ACC is now moving forward with grant proposals and fundraising for the OLCA Board approved 40’ x 120’ pavilion, to be constructed at the OLCA community lot.

That completes the OLCA reports and motions.

Additional Board business:

Steve Lyon was going to turn-over the OLCA cell phone to RMC Chair John Erickson.

Brennan Low was going to assist Secretary Wirick with OLCA communications, website, etc.

Final announcement: Happy Winter Solstice, Merry Christmas and Happy New Year – 2021!

That concludes the OLCA BOD meeting for December 15, 2020, motion to adjourn, call to vote, all in favor 11, the time is 8:06pm.

Submitted by:

Frederic Wirick, Secretary

Date