

**Orchidland Community Association
Board of Directors Meeting
Approved Minutes
July 20, 2021**

Call to Order: President Doug Anderson presiding this is the OLCA Board of Directors meeting of July 20, 2021 via Zoom online conferencing the time is 6:32pm.

Board roll call via Zoom: Doug Anderson, Tara Brandon, Brian Murphy, Hershel Hood, John Erickson, Steve Lyon

Absent: Jermai Cann and Charles Heaukulani

Motion to approve the Agenda for the OLCA Board of Directors meeting of July 20, 2021 as distributed (via pdf).

Seconded

Call to vote, all in favor 5, 1 no response, Motion approved.

Motion to approve the Minutes for the OLCA Board of Directors meeting of June 15, 2021 as distributed (via pdf).

Seconded

Call to vote, all in favor 5, 1 no response, Motion approved.

President's announcement to board members and special guests:

Aloha and welcome to the July OLCA Board of Director's meeting for fiscal year 2021-22. Our Committee and Board meetings are now being held via Zoom online conferencing.

Special guests are welcome 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 report and Motions by Brian Murphy:

Last month the OLCA Board approved continuing with Zoom online conferencing for fiscal-year 2021-22 for Committee and Board meetings. For more information, reference last month's Minutes.

The DCCA listing of the OLCA Board members has been updated for fiscal-year 2021-22. And the Board authorized bank signatories were updated as well. For more information, see last month's Minutes.

Last month former Secretary Ric Wirick, working with Treasurer Hershel Hood, had requested an estimate from Peter Steinberg for legal services to resolve a lien issue that was connected with a lawsuit (les pedens) dating back to 2007. DPSI had attempted to resolve this issue beforehand. In short, Peter Steinberg has located an attorney for OLCA that specializes in this complicated lien issue and he has brought him up to date and supplied him with the necessary preliminary documents. The

cost estimate from the other attorney is from \$900 to \$1500, plus an additional 10% of the final legal cost going to Peter Steinberg for his initial services.

Motion to approve up to \$1650 for legal services to resolve this complicated lien issue connected with a lawsuit that occurred on or about 2007.

Second

Discussion: legal issue addressed in the paragraph above.

More discussion, call Motion to vote, all in favor 5, 1 no response, Motion approved.

That completes Secretary's report and Motions.

June 2021 OLCA Treasurer report by Hershel Hood. Data provided by DPSI, OLCA bookkeeper. Includes monthly financials for June 2021 as distributed via PDF.

The 2019 audit is still in process by the OLCA CPA, Carbonaro CPAs and Associates. The estimated cost is approximately \$15,000.00. The completion date has not been established.

OLCA has utilized a debit card from CU Hawaii to pay for the Storequest and Verizon cell phone bills. The card is also used occasionally for incidentals like stamps and envelopes. Nothing else! The user name on the card has been changed from the previous Secretary to the present Treasurer, Hershel Hood. The associated accounts have been changed to utilize the new card only and the previous debit card has been closed.

As of Friday July 9, 2021 a new OLCA cell phone has been put into service. Tara Brandon has agreed to monitor the phone until further notice. The new phone is a prepaid AT&T device at \$30.00 monthly.

The new OLCA phone number is 808-315-3755. I noticed that this new number has been updated on the Orchidland.org. Web site.

Many thanks to Tara for handling the phone.

The following is a summary of expenses paid by OLCA in the month of June 2021:

1. Total cost for road work / maintenance performed on roads, including materials = \$7,546.81.

Please note that I made a mistake when I stated in the June 2021 RMC financials report that the monthly expenses were \$12,688.01. I accidentally included some payments made at the first Wednesday of the month of July in my calculations. Sorry.

Total Administration expenses, including insurance, monthly bookkeeper fees, Zoom moderator and attorney Peter L. Steinberg
= \$8,636.09.

As OLCA receives MRMA dues payments from the community, the financial reports and those of the bookkeeper will reflect the increase in funds available to be utilized for road maintenance and repairs. Thank you to all of those who pay their MRMA dues in a timely manner and to those of you who don't... don't complain about the roads!

Hershel Hood, OLCA Treasurer.

Please reference the PDF attachment for the full financials reports provided by DPSI, our bookkeeper

RMC report by RMC Chair John Erickson:

As a matter of protocol at the RMC meeting last week, we, the RMC, re-elected me as the RMC Chair for fiscal-year 2021-22.

Updates on pothole filling:

AT& H continues monthly pothole filling on paved roads (asphalt and chip sealed).

Unpaved/ unimproved road maintenance updates:

No updates to report.

Asphalt paving updates:

Last month the OLCA RMC and BOD approved funding for Horkori Construction (low bid/ estimate) to pave the upper section of Pohaku Drive, about 780' in length. RMC member, Brian Murphy has printed and distributed letters to residents living on this section of roadway. This paving project is scheduled to be completed by the end July 2021, weather permitting.

Right of Way Violations:

Last month the RMC and BOD approved the 2021 Right of Way (ROW) Policies and Procedures, and various ROW violation letters. These letters can be used by the RMC when needed. For instance, if you see vehicles discarded and/ or parked in the right of way – this is a potential hazard and liability risk to OLCA – and a Right of Way violation.

Sign theft and abandoned vehicles:

AT&H has ordered more sign posts to replace those stolen over the past months. The two STOP posts and STOP signs on Auli'i Drive at the intersection of 35th Ave are top on the list.

Abandoned Vehicles, AV's, continue to be discarded on OLCA's roads and right of ways, to date all new AV's have been reported and tagged by the HPD for removal. The County disposal and their sub-contractors/ towing companies are taking about 2-4 weeks to get the HPD reported AV's hauled away.

New Business:

For reference, this paragraph was cut and pasted from the July 2021 Newsletter, it describes some of the annual road maintenance and improvements provided by OLCA:

"...Since 2015, all 30 miles of unpaved roads have been maintained at least once or twice a year. Prior to 2015, only select roads were maintained and some unpaved roads had not seen maintenance for almost a decade. Since 2015, potholes on paved and chip sealed roads are filled on a monthly basis and more often where needed. Road side mowing is completed at least three time a year on Main Access Roads and intersections, and at least twice a year on side roads. When paving funds become

available, short sections of asphalt paving are completed, more paving is scheduled for 2021-22 when funds become available...”

Old Business:

Possible federal funding for additional asphalt paving in the future:

RMC member Brian Murphy has been researching some possible federal incentives and funding for the improvement rural roads.

More discussion, updates from Brian:

Tabled Old Business from fiscal-year 2021-22:

Motion tabled: to approve the asphalt pavement repair, crack sealing on Auli’i Drive from 36th to 40th where needed. Clean, and seal cracks where needed.

Waiting for funding and additional bids.

Motion tabled: to approve the asphalt pavement repair on Laniuma Drive between 38th and 39th Ave. Repair dozer track damage in the inbound lane, closer to 38th Ave. Clean, tack coat, asphalt fill and compact over existing roadway to match up with existing roadway or slightly higher by an inch or less.

Waiting for funding and additional bids.

Motion tabled: to remove overgrown vegetation from asphalt paved (6.5 miles) and chipsealed roads (3.5 miles), widening the drivable hard surface and allowing for natural drainage off the roadways.

Waiting for funding and additional bids.

Additional RMC updates:

RMC financial updates by Treasurer Hershel Hood:

1. AT&H Asphalt pot hole filling, labor= \$3,750.72.
2. Yamada, Asphalt materials. = \$3,236.91.
3. Puna Rock, materials. = \$5,700.39
4. AT&H, Community lot mowing. = \$361.26. From community lot fund.

Total spent for roads Maintenance June 2021 = \$12,688.01.

Excluding community lot mowing charges.

There is still approximately \$25,000.00 in funds available for the completion of road works and maintenance. The remainder of the dead end roads and side roads that still need to be completed can be done whenever contractors are available.

Funding for the planned Asphalt road work is available and can be utilized whenever needed.

There is still approximately \$25,000.00 left in funds available for any emergency road repairs that may be needed.

Farmers Market Committee (FMC) Report by Doug Anderson: no communication from the FMC and no announcements on the OLCA Facebook group page. The OLCA Market has been closed since December 2020.

Announcement: OLCA Board member, Charles Heaukulani, has offered to step up as the new chairperson of Farmers Market Committee.

Motion to elect Charles Heaukulani as the new chairperson of the Farmers Market Committee.

Second

Discussion: Charles has expressed interest to get the Market up and running again, perhaps making it an afternoon event. More input from Charles:

More discussion, call Motion to vote, all in favor 5, 1 no response, Motion approved

CLDC reports and updates by Secretary Murphy:

Earlier this month we, former Secretary Ric Wirick and I, met with the civil engineer and submitted the full-application including all documents (drainage plan, topographical map, basic drawings and more) for the site approval of the OLCA Community Center.

Note, 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. And the monthly market remains closed.

That concludes the CLDC report and updates.

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

The ACC Board continues to prepare to move forward with fundraising for the Center.

That completes the OLCA reports and motions.

Additional Board input:

President Doug Anderson, the announcement for the part-time position of Road Manger, Office Manager/ Secretary and Assistant was included as part of the July 2021 Newsletter which was inserted with the OLCA billing for 2021-22. It was mailed by DPSI on or about July 1, 2021. To date, no applicants have responded to the announcement.

That concludes the OLCA BOD meeting for July 20, 2021, motion to adjourn, call to vote, all in favor 5, 1 no response, the time is 7:28pm.

Submitted by:

Brian Murphy, Secretary

Date