

**Orchidland Community Association
Board of Directors Meeting Minutes
February 21, 2023**

Call to Order: President Doug Anderson presiding. This is the OLCA Board of Directors meeting of February 21, 2023 via Zoom online conferencing the time is 7 pm after procedural delay.

Attendance: Doug Anderson (Pres), Hershel Hood (Treasurer), Mike Colson (Secretary), Tara Brandon (Roads and Maintenance), John Erickson. Ace Cigna joined during meeting.

Motion 02212023-1: To approve the Agenda for the OLCA Board of Directors meeting of February 21, 2023 as distributed by OLCA Secretary (via pdf). **Second_____Discussion_____CALL TO VOTE: Passed 5 of 5.**

Motion 02212023-2: To approve the Minutes for the OLCA Board of Directors meeting of January 17, 2023 as distributed by Secretary (via pdf). **Second_____Discussion_____CALL TO VOTE_____ Passed 5 of 5.**

Monthly Reports and Motions:

President, Doug Anderson:

Welcome to this night's Board meeting. We will go through the usual business of paying our bills and hearing reports from our Treasurer and Road Manager concerning the business and health of our Association. However, I would first like to thank Marina for her willingness to join the Board and help with our efforts to serve the members of this Association. Unfortunately, she has asked to step down from this responsibility due to personal time constraint. We wish her the best, but will need to pick up the tasks she was responsible for. This was primarily the monitoring of the emails and the dispersion of those emails that she could not directly answer to the appropriate entities. This effort should be greatly reduced by the upcoming web site overhaul we are currently working on. It is intended to be the source of information that should cover the vast majority of those questions.

After the general business is completed we will have a discussion of the path and efficacy of our current lien policy, as was dictated at its inception. We will discuss modifications, alternatives and cost of different approaches. Based on that discussion there may be motions to adjust the policy as agreed upon by the Board. This and mandatory road maintenance fees, plus the nominating of interim Board Members for Association approval, are all items that need to be nailed down so they can appear as motions for the Association to be informed of or voted on.

To the Association members I will again make this point. This is a volunteer run Association. There is no magic wand making things happen. No, a 501c4 was probably not the best way for the originators to have set up our Association. It is what we have however. You need individuals with some specific skill sets and common sense that are looking to give back to their community to make it better and more secure for all of us, without concerns of personal gain beyond what our work gets us all. If you appreciate the freedom of our agricultural status and the ability to govern and make our own decisions-----Step up---- don't expect someone else to be doing it for you, you may not like what happens. The County, some politicians, speculators, are all lined up to take away those options if you're not paying attention, for their benefit, not ours. As with our Country, freedom is not free, you have to earn it and defend it, to keep it. Puna, one of the last jewels of Hawaii that is not for the wealthy alone, is at stake.

Treasurer's Report, Hershel Hood

This is the OLCA Treasurer report for February 21, 2023. The following information has been provided by the OLCA Bookkeeper, DPSI, Hilo, HI. The financials summary document, provided by DPSI, is on the separate PDF provided.

The following is a summary of the expenses paid by OLCA in the month of Jan 2023. Administration expenses:

1. DPSI, monthly accounting services December 2022. = \$2,617.80.
 2. DPSI, envelopes for MRMA reminder billing. =\$329.84.
 3. Reimbursement to treasurer for supplies.=\$35.37.
 4. DPSI, C. Card processing and tax preparation. =\$78.66.
 5. Patrick Donegan, OLCA on line Zoom meeting. =\$75.00.
- Total administrative costs=\$3,136.67.

Road maintenance expenses:

1. Yamada and Sons, asphalt cold mix. Paving fund. Materials only. \$1,938.45.
2. D&L services, roadside trash removal. =\$2,335.07.
3. AT&H, asphalt pothole filling. Paving fund. Labor only. =\$1,897.17.

Total road maintenance costs =\$6,170.69
Total expenses paid in January 2023 =\$9,307.36.

Motions

Motion 02212023-3: Motion to approve payment to DPSI invoice #12322 in the amount of \$2617.80.
This is for the month of January 2023. Accounting services.

SECOND – DISCUSSION - CALL TO VOTE _____ PASSED 5 OF 5.

Motion 01172023-4: Motion to approve payment to DPSI invoice #12323, in the amount of \$412.57.
Processing of 2022, 1099 and associated forms required. Forms to be sent to OLCA contractors. **SECOND DISCUSSION - CALL TO VOTE _____ PASSED 5 OF 5.**

Motion 02212023-5: Motion to approve deposit of 50% of contract to Landa Web and Design Invoice #2788 in the amount of \$2094.24 and invoice for web hosting #2785 in the amount of \$250.68.
SECOND - DISCUSSION: Larry has provided a complete outline of the new website that incorporates much of what the board has offered. It is expected to be launched after the March 2023 BOD meeting. The web hosting is an annual charge.
CALL TO VOTE _____ PASSED 5 OF 5.

Road and Maintenance Committee Report, Chairperson Tara Brandon

Asphalt Paving and Pothole Repairs:

There are no invoices received this month from AT&H for pothole repairs. Heavy rain causes improper repairing for asphalt potholes.

According to the 1998 Paving Plan, Ilima from 36th to 37th Ave must be completed to finish up with the 25 year old plan. I have one proposal for that section and waiting on two more to come in.

Watkins Paving has submitted a proposal in writing. The bid for 1400' by 18' is \$125,340.00 with an additional \$1,660.00 for a speed bump to be installed at the T-end of the road connecting to 37th Ave. There are safety concerns with paving this section of Ilima due to the deterioration of Ilima from 35-36th Ave. There are large "drop off" parts of this substandard concrete/asphalt mixed section. Drivers are using the two lane road as a single lane, driving into oncoming traffic on the wrong side of the road. The suggestion from two separate contractors is to repair this section before paving the 36-37th Ave. The gravel section of Ilima 36-37th Ave is in good condition, better than most gravel roads in Orchidland. There is not enough funding for this entire project. Recommendation is to repair 35-36th Ave before 36-37th Ave which can be completed next fiscal year when more paving funds become available.

MOTION 02212023-6 : Approve Watkins Paving proposal for repairing Ilima with large paving patches from 35-36th Ave in the amount of \$111,000.00 **SECOND _____.**

DISCUSSION: This project can be completed into two separate sections as not to interfere with the 1998 paving plan. In total amount of \$111,000, which can be split in half for each lane. Overall project is 1240' by 18' wide. This includes correcting the base with materials at 2" compaction for 2-4" asphalt overlay mat. This also includes state tax. In comparison to the last paving project three years ago on Pohaku Drive, this current proposal is close the same price per sq. foot. Pohaku Drive's final billing was just under \$63,000 for 780' by 20' wide. Inflation for **2021** was 5.9% **2022** was 5.9% and **2023** is at 8.7% according to the Federal government. **CALL TO VOTE _____ PASSED 6 of 6.**

Unpaved/ Gravel Road Maintenance:

OLCA BOD had approved the first rotation of fiscal year 2022-23 This rotation was started on June 21, 2022 and was completed on September 8, 2022. At the end of the first fiscal year rotation, 132 (15 ton) truck loads of materials, on the ground, dispersed with a 12' grader, along with grading areas that could be graded. Material used was 2 1/2" base course.

The final invoicing costs for the first fiscal rotation came to \$99,535.46.

With four months left in this fiscal year, funding if available, is needed for the second rotation of maintenance.

MOTION 02212023-7 : Approve \$50,000 to start the second round of gravel road rotation for this fiscal year.

SECOND_____.**DISCUSSION:** Starting with 40th, 39th, and 37th Ave. Completing the entire second rotation as more funding comes in, by the end of fiscal year by July 1st.

CALL TO VOTE_____ **PASSED 6 of 6.**

ROW Mowing Proposals:

Mowing project to tentatively start the end of March, beginning of April. There are three different contacting bids for mowing as follows:

Castro's Yard's and Repairs LLC: \$200/ hr flat mowing. No details were included and was sent via text message.

AT&H: \$175/hr flat mowing. Last mowing bid was \$14,000, entire association with flat mower, to include ROW obstruction removal and corner clearing. Three months for completion. DHA was hired directly after for corner clearing and OLCA paid \$2,955 for that additional service.

Watkins Paving: \$10,000 entire association with flat mower. Additional \$2,400 for corner clearing plus tax. Alternative estimate is \$150/hr for reach arm mowing.

MOTION 02212023-8 : Approve a contractor for upcoming mowing project.

SECOND_____.**DISCUSSION:** This motion can be tabled until next month however, scheduling conflicts with contractors will be pushed back by another month. Scheduling to start would be May-June. **MOTION MOVED TO NEXT MEETING.**

CALL TO VOTE_____ **NO VOTE**

Agenda items for discussion:

1. **Website update** – Secretary. Landa making progress and updates are listed in minutes above.
2. **Audit Update** – Scope of the audit given DPSI issue – discussion left for March meeting.
3. **Community Lot Update:** MCA Services decision pending.
4. **Debt Collection** – Commercial Entities at Orchidland and Keaau Paho Highway: This discussion was left to the next meeting once there is resolution with our accounting management issue.
5. **Fees for other Commercial Entities using OLCA Roads** - This discussion was left to the next meeting once there is resolution with our accounting management issue.

New Business:

6. **DPSI Closing** – emergency options for accounting. Suggestions and options short and long term were outlined by Doyug and Hershel with a meeting with Brandi on Feb 22 to manage changes. Report out in March BOD Meeting.
7. **Membership lack of participation** – Comments from Hershel Hood - There exists a provision for the OLCA Association to be dissolved and reorganized on the basis of a poor commitment by owners/association members to participate in governance. The lack of members willing to serve on the BOD creates far too much work for all elected officers – especially when the full complement of the BOD is compromised by poor attendance. A plea for BOD members is more than a request – there is an active mandate of OLCA as a 501 C4 to be managed appropriately. The significant amount of bad debt incurred from membership is also an indication that OLCA is not a healthy and functioning governing body. And, with President Doug's term coming to an end and other serving limitations by Treasurer Hershel Hood, there is pressure of effective continuity.
8. **"Drive Around Orchidland" for County/Elected Officials** – Delayed until further discussion and information available.

Meeting Adjournment:

That concludes the OLCA BOD meeting for January 17, 2023, motion to adjourn, call to vote, all in favor was 5 of 5. Meeting adjourned at 8:43pm.