

Orchidland Community Association
Board of Directors Meeting MINUTES
June 20, 2023

Call to Order: President Doug Anderson presiding. This is the OLCA Board of Directors meeting of June 20, 2023, via Zoom online conferencing the time is 630pm.

Motion 06182023-1: To approve the Agenda for the OLCA Board of Directors meeting of June 20, 2023, as distributed by OLCA Secretary (via pdf). **Second** _____ **No Discussion** _____ **CALL TO VOTE** _____ APPROVED 8 OF 8

Motion 06182023-2: To approve the Minutes for the OLCA Board of Directors meeting of May 18, 2023 as distributed by Secretary (via pdf). **Second** _____ **Discussion** _____ The minutes reflected an update to the three motions that were inadvertently left out of May minutes. Corrections were made and June minutes reflect the proper motions and votes. RM Chair said they were still wrong in spite of Treasurer and Secretary input. BOD voted 7 to 8 to approve minutes with amendments. **CALL TO VOTE** _____ **Approved 7 to 8**

Monthly Reports and Motions:

President, Doug Anderson:

Good evening, ladies and gentlemen, welcome to tonight's meeting. As this will be my last one, due to my term limiting out, I'll take a minute for a couple thoughts. Through the ups and downs along the way I want to say thank you to all those Board members who stepped up over the years to volunteer their time and efforts to this Community. We have tried to streamline the process involved in running the Association as we have gone along but take special pride in a few major accomplishments. Saving the Association from going into receivership. Setting up a 3rd party, professional, lien service to stop the leaking away of up to almost 50% of our road fees, due to nonpayment---that has gone on for years. Setting up a new web site more user friendly and informative to give more assistance and direction to newcomers and longtime members alike, in an attempt, along with work on our Community lot, to bring a new level of cohesion and information to the members to help build and protect the jewel we have. Creating a 501c3 out of our Community lot, allowing tax deductible donations and immensely broader opportunities for grants in developing a Community Center and Orchidland owned and operated mail boxes for Orchidland residents. The site plan is approved and all is ready to go with it's own website, Orchidland Agricultural Center, and very positive reception from the local Federal Agricultural representative who inspected it and our paperwork. We have worked hard to stretch the money available and serve everyone fairly, so thank you again to all those who have contributed their time. Things to do. Continue refining the web site. It needs a button for those interested in joining the Board. You would give requested information such as the time you have lived or owned in Orchidland, contact information, any special skill or areas of expertise always helpful to Boards like ours such as accounting, heavy equipment, grant writing, etc.----but always vital to just have members with good common sense, who work and play well with others and just want to help make our Community a bit better and protect what we have. The commercial fees need to be addressed on several fronts. What to do with the three businesses on the one lot on Orchidland Dr. Identifying major commercial businesses popping up all over the Association with no notification to us and not paying for their damage to our roads. Setting up a sliding scale for commercial reflective of the impact. We've got to get the major players out to see and talk to us, Mayor Roth, to get answers to why the County ignores us and continues to hurt more than help us. What happened to us with issues like Keleos and the use of our roads by the County, but with little or no support, no police help in the crime and dumping issues pushed off on us as prime examples. Our members need to be made more aware of where the real road blocks are to getting to where we want to be----hopefully better done through the new web site. There are and have been a lot of different issues over the years. As the last of the post receivership Board members term out, considerable knowledge of what does and does not work, and why we found it so, goes with them. To avoid reinventing the wheel, or why it broke, tap into some of those people. I know I have in order to clear up some detail not remembered well, or for a dozen other helpful reasons, usually centered around some shortcoming of mine. I have to stop somewhere, so this is it, good luck. Following the standard business reports we will have an executive session to discuss Board positions needed filled. After which regular session will resume, decision announced,

and the meeting will continue. Also to inform the Board members, I have talked to Charles and he will not be able to continue on the Board. I wished him well and thanked him for the time he was able to give us.

Treasurer's Report, Hershel Hood

Here is my Treasurer report for June 2023. Thank you for all your efforts. H.

The following information has been provided by the OLCA Bookkeeper, JB Services LLC, Hilo, Hi. and Hershel Hood, OLCA Treasurer.

The following is a summary of the expenses paid by OLCA in the month of May 2023.

Administrative expenses:

1. JB services, monthly accounting services, April 2023 =\$3,141.36.
 2. Patrick Donegan, May 2023 Zoom services =\$75.00.
 3. Hawaii Accounts Processing, May 2023=\$2,650.00.
 4. JB Services, OLCA semiannual meeting, customer lists.=\$431.78.
 5. JB Services, March 2023 newsletter preparing and mailing. =\$2,725.10.
 6. Landa web services, completed website redesign payment, second half of payment. \$2,643.98.
 7. AT&H, community lot mowing.=\$431.94.
 8. Sanford's, rock materials. =\$6,056.63.
 9. Watkins Paving, asphalt pothole filling. =\$2,722.51.
 10. Watkins Paving, road work=\$8,418.84.
- Total administrative expenses =\$11,667.22.
Total road maintenance expenses =\$17,629.92.

Motions

Motion **06202023-3:** Motion to approve JB Services May 2023 bookkeeping services invoice #1059. in the amount of \$3,141.36.

Discussion - this is the regular monthly billing.

Call to vote – Approved 8 of 8

Motion **06202023-4:** Motion to approve Hawaii Accounts Processing invoice #ORLD-06-2023, in the amount of \$2,650.00.

Discussion - Lien processing.

Call to vote – Approved 8 of 8

Motion **06202023-5:** to approve Landa invoice# 2823

in the amount of \$102.09.

Discussion - for website changes to payment options section.

Call to vote – Approved 9 of 9

****Motion 06202023-13:** Motion to approve JB Services May 2023 bookkeeping services invoice #1034 in the amount of \$3,141.36. **Call to vote Approved 9 of 9**

Comments and concerns

1. The voting results of the ballots received from the March 2023 newsletter have been completed.
2. All of the financial motions and new BOD members motions sent to membership for vote in the March 2023 newsletter and voting ballot, were unanimously voted in favor of and approved.
3. The voting results of the March 2023 ballots will be posted on the Orchidland.org website.

4. July is the time for D&O insurance renewal with B&B insurance. I have completed this process, as the representative of OLCA, for the past 3 years. I will offer to continue doing so if approved by the board. Or, anyone else can takeover if they like. Any volunteers?
5. 56% of membership subscriptions received. Letters and lien strategy appears to be working.
6. Full Agreement from board for Hershel Hood to continue insurances and coordinate for audit.

That's all from me. Hershel Hood

Road and Maintenance Report – Tara Brandon

Asphalt Paving and Pothole Repairs:

When the quarries started making cold mix material again after two months, Watkins started pothole filling on Aulii Drive on June 6th. Watkins hauled smaller loads, using the materials as they made repairs. The material was fresh and compacted better. While in line for another load the quarry shut down again on June 7th, just short of Pohaku Drive. Hawaii Gas Company went on strike. Without knowing when materials would be available again, 1 1/2" base course was used to fill potholes on Pohaku Drive for safety purposes on June 9th.

MOTION **06182023-6**: Watkins Paving Asphalt Pothole filling invoice #579400 in the amount of \$3,102.09 for the June. Yamada invoice #154473 in the amount of \$642.96 and invoice #154492 in the amount of \$200.93 for cold mix materials.

SECOND _____. DISCUSSION: **CALL TO VOTE** _____. **Approve 9 of 9**

Emergency Road Repair

On May 30th Watkins was able to do an emergency temporary repair on the bottom of Orchidland Drive. There was no AC Materials available. Re-claiming the "piled up" old cold mix already on the road, they dug, scraped, and rolled out to make a smoother surface. The old cold mix was brittle and very dry, however at least the road was smoothed and cleared making a blank "canvas" again.

MOTION **06182023-7**: Approve Watkins Paving invoice #579398 in the amount of \$3,642.16 for equipment, mobilizing charges, hauling one load of materials for road shoulders, and labor. Approve Puna Rock invoice #2023324 in the amount of \$274.93 for 1 1/2" base course.

SECOND _____. DISCUSSION: **CALL TO VOTE** _____. **Approve 9 of 9**

Unpaved/ Gravel Road Maintenance:

OLCA BOD had approved \$50,000 March 21st to start the second round of gravel road rotation for this fiscal year 2022-23. This rotation started the last week of April using 2 1/2" base course dispersed and spread with a 12' grader. This partial rotation was finished on June 8th. Labor and equipment charges at \$16,184.28. Materials and hauling at \$33,487.36. Totalling \$49,671.64 just under approved budget by \$328.36. A total of 57 (20 ton) truckloads of materials.

MOTION **06182023-8** : Approve Watkins Paving invoice #579399 in the amount of \$7,765.44 for Labor/ Equipment, grading and dispersing 27 (20 ton) truckloads of 2 1/2" materials. Approve Sanford's Service Center Inc invoice # 05-2023 in the amount of \$25,161.00 for Materials and Hauling, 42 (20 ton) truckloads of 2 1/2" materials.

SECOND _____. DISCUSSION: There are outstanding trip tickets for the additional 4 truckloads in the amount of \$2,269.73 that will be on next months billing invoice from Sanford. I have included that outstanding invoice in the overall project numbers above. **CALL TO VOTE** _____. **Approve 9 of 9**

Mowing:

Last month Watkins was approved to start the corner cutting and line of sight clearing on OLCA intersections. After Bill inspected the work that was done, he said it was not up to his standards and is sending his crew back out this coming week to cut them all again. That invoice will be presented at next month's meeting.

MOTION 06182023-9: Approve project budget for entire round of mowing up to \$14,000.

SECOND _____. DISCUSSION: I have been contacted by two separate contractors. I am meeting with both this Wednesday afternoon. They both have reach arm flail mowers. **CALL TO VOTE _____ . Approve 9 of 9**

Invoices from May, 2023 That Require Approval: From Road and maintenance.

MOTION 06182023-10: Watkins Paving Asphalt Pothole filling invoice #579396 in the amount of \$2,722.51 for the month of April.

SECOND _____. DISCUSSION: CALL TO VOTE _____ **Approve 9 of 9**

MOTION 06182023-11: Approve Watkins Paving invoice #579397 in the amount of \$8,418.84 for Labor/ Equipment, grading and dispersing 30 (20 ton) truckloads of 2 1/2" materials.

SECOND _____. DISCUSSION: CALL TO VOTE _____ . **Approve 9 of 9**

Mowing:

AT&H was scheduled to mow the Community Lot the last week of April before the Community Meeting. This was completed on April 25th.

MOTION 06182023-12: Approve AT&H invoice # 9909 in the amount of \$431.94 from the Community Lot Fund for mowing.

SECOND _____. DISCUSSION: **CALL TO VOTE _____ . Approve 9 of 9**

New/Old Business:

1. Discussion on the large amounts of rubbish and car dumping. As of Sunday, 37th Ave has at least 8 junk cars with 4 in the actual roadway. It was established that they had been tagged and most towed. Secretary called police to remind them of the issue and to get report #. Cars were towed within a day. It appears this system work.
2. This discussion is tabled - Possible hiring out of secretary services for BOD if necessary.
3. Board position discussion – Elections of BOD position(s) in Executive Session notes
4. Long discussion about fiscal expenditures, communication with membership, roads management, and ROW and other violations from a member of the community. Questions about the BOD's authority were challenged with responses from Treasurer about the authority the BOD is given through elections and the bylaws. This discussion is better suited to a community meeting. Individual leading questions asked to participate as BOD member but declined.

Executive Session

1. Election of Officers: One position required filling – the President. Doug Anderson alluded to this being a temporary vote but further discussion by BOD led to a permanent vote for President. Two candidates offered their services for President and Tara Brandon was elected by a majority of the BOD present. John Erickson is elected as Vice President on resignation of Charles Heaukalnai. All other positions remained as they were.
2. Discussion about the Road Maintenance Chair position being vacated by new President tabled to next BOD. Bylaws only allow for a BOD member to serve in one post.

Meeting Adjournment:

That concludes the OLCA BOD meeting for May 16, 2023, motion to adjourn approved 8 of 8 at 7:53PM.