

Fern Forest Community Association

Board Meeting Minutes

Tuesday, April 5, 2011

5:36- 7:28 PM

Mountain View Elementary School Cafeteria

1. **Call to Order:** FFCA Board President Phillip Clemmer called the meeting to order at 5:36. Phil noted that Sharon Daun submitted her resignation as FFCA Treasure and that Owen Naniseni has missed two consecutive meetings.

Motion 4-5-11-1: Phil moved, Hannah 2nd, that the Board elect Joel Thompson as treasurer; unanimous.

2. **Roll Call:** Board members present: Phillip Clemmer, President; Hannah Hedrick, Secretary; Mikale Hudson, Vice-President; Paul Lackner; Joel Thompson. Absent: Sharon Daun and Owen Naniseni. Community members: Steve Astel, Mac Castillo, Pedro Dacuycuy, Robin Dacuycuy, Tamara Hudson, Larry Rodamer, Elizabeth Thompson, Linda Wagner, Dan Warren.

3. **Approval of March 1, 2011, Board Meeting Minutes:** Hannah read the minutes of the March 1, 2011, Board meeting minutes.

Motion 4-5-11-2: Mikale moved, Paul 2nd, approval of the March 1, 2011, Board minutes; unanimous.

4. **Item List Monthly Report, January 2011 through April 4, 2011:** Phil distributed copies of an "Item List Monthly Report," in a format that reflected advice from the individual paid to do FFCA taxes for 2010. Income for March was \$5,584; for April, \$1,033. The remaining balance is \$53,867.09. The program to run the statements of past-due accounts should be accurate and current in two months. It is anticipated that the mid-year statements, including past-due accounts, will generate more than \$20,000, leaving at least \$75,000 to be distributed across the next 8 ½ months. Phil projected that finishing current and planned priorities will take all current and projected funds. No major roadwork is anticipated. Phil will email the proposed budget to Board members for review prior to the May Board meeting.

5. **Update on road work:** Dan Warren read his two-page report of road conditions with recommendations for addressing problem areas. The report will be placed on the FFCA website and used as part of the FFCA planning and budgeting process. Board members expressed their deep gratitude and appreciation for the time Dan took in driving nearly all 44 miles of Fern Forest roads and in developing a concise report based on his extensive road-building expertise.

Mac used a flatbed truck to distribute recycled cement at the bus stop across from the Akatsuka entrance and at the turnaround area at the entrance to Fern Forest on Captain's Drive. Other material was distributed as approved.

Phil reported that the available funds will be used to complete work started on or approved for Leila, Upper Kaleponi, Lower Kaleponi, Ohialani, and Makoa (first clearing). Eight loads of material will be needed for the second "lift" on Kaleponi, essential to preserve the work that has already been done. Mikale is arranging for the arial map to track progress and needs. To facilitate spot work, material will be stockpiled so workers can use it to fill potholes. Mac will load materials in the vehicles and drivers will be paid \$.50/mile for moving material to stockpiling cites. One load has been stockpiled on Leila. Beginning May 14, the second Saturday will be designated as pothole filling day; materials will be stockpiled in 3 or 4 locations. The decisions about road work wages are reflected in the motion below.

Motion 4-5-11-3: Phil moved, Joel 2nd, that (1) the FFCA Board pay \$35/ hour to operators with their own equipment, \$20/hour for operating the FFCA D450 bulldozer, \$25/hour for applying herbicide, \$.50 a mile for

delivering material to stockpile sites, and \$10/hour for filling potholes from stockpiled gravel; (2) that the FFCA have a load of gravel stockpiled at the Uluhemalu /Omega intersection near Steve Astel's; unanimous.

Motion 4-5-11-4: Phil moved, Mikale 2nd, that the FFCA allocate u to \$100 for expenses incurred by Larry Rodamer in welding an old trailer to move the bulldozer; unanimous.

6. Equipment Update: Notices were posted at Captain's Drive, Ali'I Kane, and Akatsuka entrances, as well as Hirano Store, announcing that the FFCA was accepting applications for owner-operated equipment and for the FFCA bulldozer. The few problems detected during the D450 "shakedown" have been addressed by Mr. Cordoza. The bulldozer will be used to grub and clear shoulders and open intersections. The HFN account has been set up; an hour of work takes about 1 ½ gallons of fuel.

7. Storage Options, Shoulder Mowing, and Spraying: Phil and others continue to explore options for storage for fuel, grease, fluids, spray unit, reflectors, etc, as approved March 1 via the Board allocation of up to \$5,000 to shop around and get the best-value container (10' x 10' minimum size). As reflected in the "Item List Monthly Report," herbicide was purchased for \$391.66. It will be used to spray herbicide 6" to 12" on both sides of all paved roads at a rate of \$25/hour (Mac Castillo). Instead of spraying herbicide on upper Kokokahi, where growth is diverting the water onto the road, the D450 will be used to cut a slope to improve drainage.

8. Office and Operational Procedures: Overall Communication, Bill Payment Options:

The accounting firm of USA Accounting, located in Phoenix, has agreed to handle the FFCA payroll for up to 6 employees for a total of \$50/month, beginning in late May or June.

9. Review of Past Policies: Phil distributed "Annual Policies/Policy Year 2009." The Board discussed the 12 policy statements, discontinuing the policy on charging interest on past-due accounts and extending the lien period from two to three years. Road building and maintenance policy suggestions from the Planning Committee will be considered as possible additions. Joel will create the final policies document and post it on the FFCA website.

Motion 4-5-11-5: Phil moved, Joen 2nd, that the FFCA Board allocate up to \$200 for Mikale to create "bulldozer walking" signs.

10. Insurances – Liability, Workmen's Compensation, others: Mikale will get quotes.

11. Mid-Year Newsletter: Hannah provided updated copies of the general contents of the mid-year newsletter. Phil and Mikale will update information in the Midyear Message; the most current FFCA Roadwork Report Map will be prepared prior to duplication. The 2010 Survey response developed by Hannah will be deleted but will be available on the website. Phil and Joel will determine what information to include in the Financial Summary. The "Accepting Applications" item will be expanded to include information about other road work options, as reflected in Motion 4-5-11-3.

13. Community Comments: Robin Dacuycuy again asked the Board to block off the road or develop some other strategy to stop illegal dumping at Ohialani and Noe Kuahiwi. Old appliances, bags of garbage, and an increasing number of abandoned vehicles are increasing the size of the dump. Board members felt that it would be illegal to close the road.

14. Adjournment at 7-28; next meeting Tuesday, May 3, 2011, at Mountain View Elementary School Cafeteria.