

FERN FOREST COMMUNITY ASSOCIATION
Minutes Board Meet
January 14, 2024

President calls meeting called to order at

ATTENDING BOARD/INTRODUCTION OF BOARD:

Melissa Fletcher, President
Darren Callistro, Vice President
Mitch Gomes, Secretary
Amy Campbell, Treasurer
Leslie Leber, Director

ANNUAL MEMBER'S MEET BOARD MINUTES

REPORTS:

- **Treasurer's Report**
 - Summary of Annual Financial Report
 - Present Proposed Budget
- **President's Report**
 - Annual Billings have gone out.
 - The new grader has been out on the roads and doing a great job with Ells operating.
 - We're looking at some major repairs and improvements to the infrastructure at the Ala Kapena lot this year, including cleaning, fixing leaks, and repainting the Quonset Hut, adding water to the permanent/portable lua, and cutting in an extra door to the container for better ventilation and egress.
 - People are getting better at following proper channels of calling in or emailing about road issues.
 - We have had a couple of incidents of intentional road damage that we as a board will need to decide how to handle.
 - Note that the FFCA and community funds are not in place to cover costs of people who have their driveway put in at a poor location or with poor quality operator/materials. Even if the resulting issue affects our easements, it is the property owner/site prep contractor that will be expected to make the repairs and cover costs.
 - Reminder to all that it is highly illegal to divert a water issue from one property to another. For any work on an easement other than simple access to a property, the board should be contacted and a plan approved.
- **Roads Report**
 - The plan for January/February is to reclaim on Lower Kokokahi and upper Makoa and lay gravel on the small side roads of Ali'I Kane, Omao, Uppermost Kaleponi, and Lower Makoa.

- o That said, rainy season is upon us and we can't work the roads in major weather. Flooding also causes us to have to pull off the planned schedule to do wash out repairs, so I'd ask everyone to keep that in mind. Please report any major issues, keep complaints of basic pothole areas to a minimum and know that we're getting there.
- o Ells is doing great with the new machine. We'll be rebuilding crowns and experimenting with easement protocols in the months ahead as we work the scheduled areas.

OLD BUSINESS:

- **New Road Signs**
 - o Motion was previously approved to approve material costs for posts.
 - o Labor quotes still pending.
 - o ****Motion to have Ells complete this labor at his normal rate****
- **Audit & Non-Profit – Delayed**
- **Egress door cut into container with security screen and security door, change front door to door with window behind security screen door – Bid accepted. Work to begin January 15th, 2024 and should be completed in January, 2024.**
- **Sign and Community Bulletin Board for FFCA Road's Lot**
 - o No updates
- **Portapotty**
 - o Bid accepted to hire Calvin Higa to run the water line to permanent portable for easy wash out/flush.

SUBCOMMITTEE REPORTS:

- o **Capital Improvements (Melissa, Leslie)**
 - County permits are still routing for meter replacement at Quonset hut.
 - ****Motion to get bids to repair leaks and catching door at Quonset hut, clean and paint.**
- o **Legal Subcommittee (Melissa, Amy)**
 - In November board voted to approved \$5,000 retainer to Strauss for ongoing TF attacks. We need to pay this bill now.
- o **Website Subcommittee (Melissa)**
 - We are behind in financial reports to the website. Request that Treasurer please send Office Manager approved financials each month within 48 hrs of a meet so we can be sure to get them uploaded to the site in a timely manner.
- o **Equipment Subcommittee (Melissa)**
 - **LeeBoy is doing a great job. We'll be looking at whether to recommend selling the Kubota and attachments in order to get something that works better on the easements and as an 'all-around' part of the equipment fleet.**
- o **Identifying Community Issues (Leslie)**
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- o **Community Resilience (Amy)**

NEW BUSINESS:

- A trench recently dug across Ohialani opens FFCA up to liability. Executive Session may be needed to discuss name of the subcontractor, who is also a member, and what steps FFCA is obligated to take to ensure that damage to the road and easement are remedied. That excavation work has caused a lasting water issue where there was none before and now directs water at someone else's property as well as on our easements. This creates a liability to FFCA, the property owners that commissioned the work, and the subcontractor that made the decision without anyone's authority to do so.

EVOTES SINCE LAST MEET:

- 12/10/23 - Melissa motioned to approve website hosting renewal for \$263.25 and a bill that missed from August. Darren 2nd. No discussion. All in Favor, motion carries.
- 1/4/24 - Melissa motioned to accept Calvin Higa's bid to run plumbing to the portable lua, launch Ells in getting the trench dug, purchase a load of #4 sand, and 100' of schedule C pipe to insulate and sleeve the line so that it can be safely driven over. Darren 2nd. Leslie Votes Aye. No response from Mitch or Amy. No discussion. Majority in favor, motion carries.
- 12/10/23 – Leslie motioned to approve October and November minutes. Melissa 2nd. Amy in favor. Darren and Mitch Gomes were not on the board or at the meet. Motion carries with majority in favor.

MOTIONS THIS SESSION:

- Motion to have Ells install poles and new road signs as needed and not spend more time and delay collecting outside, independent bids as costs are consistently higher and delay the work indefinitely.
- Motion to move forward in getting bids for Quonset hut cleaning, leak repair, door repair, and paint.
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OPEN DISCUSSION PERIOD

ADJOURNMENT

- o Motion to adjourn at

