

**HAWAIIAN SHORES COMMUNITY ASSOCIATION  
MINUTES OF THE BOARD OF DIRECTORS REGULAR MEETING  
DECEMBER 21, 2016**

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at its Community Center. A quorum was established. Roger Guenette presided.

The meeting was called to order at 6:00 p.m.

Directors present: Roger Guenette, President; Christian Weingartner, Vice-President; Lance Decker, Treasurer; Tom Cumming, Secretary; Mike Dolson, Jack Wells, Kathryn Kuhlman and Caroline Weber. Also in attendance: Steve Bailey, Project Manager and HSCA Members.

**ANNOUNCEMENTS**

Mark Iaconetti resigned as a director as of November 2016.

**COMMENTS BY HSCA MEMBERS**

Members asked about the date of the reopening of the pool. Weather has been an issue. Members indicated that tarps are necessary for most all pool work because of all the rain in Puna. The Board indicated contractor has been asked to bring a tarp to continue the work.

The Board was asked to date the semi-annual Newsletter.

The Board was asked by a member about placing yard waste in an adjacent lot without permission. The Board responded that this is handled on a case by case basis and the office can help to make contact with the neighbor should that be needed.

The Board was asked to clarify the transfer fees and water easements and these were explained by staff.

**MINUTES**

November 15, 2016 Regular Meeting of the Board of Directors \_

November 29, 2016 Special Meeting of the Board of Directors –

*Jack Wells moved to accept both sets of Minutes. Kathryn Kuhlman seconded. Tom Cumming and Mike Dolson abstained. Motion passed with unanimous approval.*

## COMMUNICATIONS

Caroline Weber – Concern over disrepair on lot #304 on Hinalea St. and the fact that the house was vacant but that there were dogs present that were being cared for by a family member not living in the home. Board discussed coming revisions to the CC&R's, the concept of helping members who may have a financial need, and that we should meet with the owner to discuss how best to move forward. Staff was instructed to prepare a CC&R violation letter with an offer to meet with the member to discuss options.

Renae Melendes – Request for use of Community Center for Community Based Parenting classes. Caroline Weber and the CEAC will follow up with Renae to discuss details about the use of our Community Center for these classes.

## REPORTS

Project Manager Report – Steve Bailey reported. It was noted that Tim had passed the certified pool operator test. An update for the water system project bids and the status of the water system was provided. The report also included an update on the pool surface reconstruction, traffic sign installations, and the mowing contract with Twin Brothers. Kathryn Kuhlman asked about overdue water bills and how these are handled and this was discussed briefly, specifically that turning off water has been very effective in getting past due accounts paid.

Office Manager Report – Carin Seki reported. Assessment payments are coming in at a good pace. Park use is down due to pool closure but some events are being scheduled. Carin asked for input on any changes that might be desired and Jack Wells requested a further break down of the guest fees/cell tower/milestone line item.

Road Infrastructure Committee Report – The public meeting was held on November 29<sup>th</sup>. A meeting was held with the USDA on December 2<sup>nd</sup>. These meetings resulted in creating a path forward for the water system cost increase and securing the road project loan. The debt service options and project live cycles for both projects were discussed. Additionally, the actual bid review for the water project and the options for the project to move forward were discussed.

*Caroline Weber moved to submit an application for increased water system costs of \$932,320 to the USDA. Lance seconded. Motion passed with unanimous approval.*

*Mike Dolson moved to apply for a low interest, \$2,050,000 USDA loan for the road repaving project. Kathryn Kuhlman seconded. Motion passed with unanimous approval.*

*Tom Cumming moved to increase the annual assessment by \$40 for the 2018 fiscal year to pay for the road project debt service. Mike Dolson seconded. Motion passed with unanimous approval.*

The Board instructed staff to provide information related to the assessment increase within the note section of the water bill for next month.

DRC Committee – CCR revisions and a fining policy were reviewed. Dick Munday provided an update on the work the DRC had accomplished. Dick indicated that recommended changes would need to be voted on by the membership. Most of the changes involve just seven of the CC&R sections. The Board discussed the changes and indicated the need to review the suggested changes as soon as is practical in order to provide our attorney adequate time for review. Given this, Board members were asked to provide any feedback or input to staff within the week.

Community Events and Activity Committee (CEAC) Report – Caroline Weber reported that Yoga classes continue and are going well and discussed other possible events for the Community Center. Pool Blessing will be coordinated when pool nears completion.

Caroline Weber submitted a request for purchase of items for the Yoga classes.

*Jack Wells moved to provide \$175 worth of equipment for the yoga class. Tom Cumming seconded. Motion passed with unanimous approval.*

## **ONGOING BUSINESS**

USDA Water System Project, Bid Review – This item was discussed earlier in the meeting.

Swimming Pool and Deck Resealing – Still ongoing due to contractor and weather delays.

Generator Acquisition for Water Yard – Steve Bailey reported he would begin research on generator options which starts with a review of the size of the generator needed.

Security Cameras at Office and Warehouse – Steve Bailey reported that the security cameras may need to be compatible with ones that will be installed at the water yard but that he would investigate possible suppliers/types.

Will Kill Contract – The Board discussed revising the Will Kill contracts to provide only Building interior and perimeter at Honu Park and the Community Center with staff providing exterior fire ant control. Contracts will be discussed in Executive Session.

HSCA Website – Tom Cumming and Kathryn Kuhlman discussed Paul Bieschke's web site development and maintenance proposal. Kathryn Kuhlman provided background on Paul's expertise and the main points of his proposal to approve the appearance, functionality, and timeliness of web site information.

*Kathryn Kuhlman moved to accept Paul Bieschke's \$1,800 and \$35/hour web site development and maintenance proposal. Jack Wells seconded. Motion passed with unanimous approval.*

**NEW BUSINESS**

Umbrella Policy for HSCA – Will be discussed during Executive Session.

Repair Check Valve Failure at Wellhead – Steve Bailey indicated that he is still waiting on additional proposals for the wellhead repairs/replacements. The Board recommended that we give other potential bidders an additional week to submit their proposals before moving forward with the Derrick Drilling proposal.

Employee Incentive Program for Workplace Improvement – Roger Guenette introduced the concept of an incentive program directed toward good ideas for work improvements that would come from our employees. Board discussed this and instructed staff to work with Altres to create an employee incentive program for workplace improvements.


Feral Pig Problem – Roger Guenette indicated that the feral pig problem seems to be getting much worse. He suggested that HSCA consider buying two feral pig traps that could be used throughout the community.

*Caroline Weber moved to buy two feral pig traps for \$375 each. Jack Wells seconded. Motion passed with unanimous approval.*

**ADJOURNMENT**

The meeting was adjourned at 7:31 p.m.

**Respectfully Submitted and Approved,**

  
\_\_\_\_\_  
Tom Cumming, Secretary

1-18-17  
\_\_\_\_\_  
Date