

**HAWAIIAN SHORES COMMUNITY ASSOCIATION
MINUTES OF THE BOARD OF DIRECTORS MEETING
DECEMBER 19, 2018**

The regular meeting of the Board of Directors of Hawaiian Shores Community Association (HSCA) was held at the HSRE Community Center. A quorum was established. Roger Guenette, President presided. The meeting was called to order at 6:00 p.m.

Directors present: Roger Guenette, President; Kathryn Kuhlman, Vice-President; Lance Decker, Treasurer; Tom Cumming, Secretary; Genevieve Armanini, Craig Hart, Rex Riley. Absent: Dennis Wood, Caroline Weber. Also, in attendance: Sara Tokura-Ellsworth, General Manager

ANNOUNCEMENTS

CERT - Rex Riley reported that CERT is looking for additional members for a local HSCA team. CERT is also looking for a meeting place and a storage place for emergency supplies. A trailer is also being considered to help with emergency transport. Funds for such emergency items will hopefully be supplied by FEMA and the County. Rex Riley and Rose Riley will be training and managing the local team.

January 7, 2019 – HSCA arranged a “meet and greet: with Ashley Kierkewicz, District 4 County Council Representative to introduce her to HSCA and discuss ways we can work together. Members were encouraged to attend. In addition, Ashley’s council aide asked for any recommendations on a representative from our community that would be interested in being a part of a “Community Advisory Hui” being put together by Ashley and her team. Board members were asked for their suggestions.

MINUTES

October 17, 2018 Meeting of the Board of Directors

Kathryn Kuhlman moved to accept the Minutes. Rex Riley seconded. Motion passed with unanimous approval.

COMMUNICATIONS

Email vote on Approval of Engagement letter from CLA – 2018 Audit Proposal

Tom Cumming moved to approve proposal for audit by CLA. Genevieve Armanini seconded. Motion passed by unanimous approval.

Response Letter, Lot 1389/1391 re: CC&R Violation – Informational. Referred to the ERC Committee.

REPORTS

Project Manager Report

Sara Tokura-Ellsworth reported. Hawaii County is still reviewing the permit applications for construction and demolition. The plans have been reviewed by the Planning Department and have been sent along to the Building Department for review. The contract has been extended until 4/1/2019 and may need to be extended further depending on when the permit is actually issued. The closing of the Water Project Cost Over Run loan and grant was on December 7, 2018.

USDA Road Paving Project

The contract for the Road Paving Project with Yamada and Sons Inc. is nearly complete and only requires sign off by USDA which will happen at any time now. Yamada agreed to extend the time to fully execute this contract. Once this is done, we will schedule the Pre-Construction Conference and establish a Notice to Proceed date.

General Manager Report

Sara Tokura-Ellsworth reported assessments were all mailed out by November 20th and we have already started receiving payments. Employee Appreciation Day was held on December 11th. Thanks to the board members who attended. We have received some interest in new board member nominations and have already received one board nomination.

Maintenance Foreman Report

Sara Tokura-Ellsworth reported that Crews mowed Honu Park, Papio Park and the Community Center and rights of way within the prescribed time frames. Continuing crack sealing and cleaning up dead ends when time and weather permits. Cut backs using the excavator and flail mower also continues when time permits.

Tim noted the clutch on the truck needs replacing. The Board agreed it was time to find a replacement truck as previously approved for the 2019 fiscal year. Additionally, investigation was started for a program which may be available through the County that works with non-profit organizations in order to acquire new vehicles at a lower cost. Roots that have damaged roadways were removed/cut and pavement sections were cut and refilled in preparation for the Roads Project. Roots are also becoming a problem within the water easements, mainly at the meters where the meters and the corporations are being pushed by roots and causing leaks.

Financial Report – Lance Decker reported. No action items.

DRC Committee – Tom Cumming noted there was no meeting this month.

Community Events and Activity Committee (CEAC) – Sara Tokura-Ellsworth reported that the Christmas Marketplace was success. The vendors enjoyed it and hope it will be repeated.

ERC Report – Kathryn Kuhlman reported that the next meeting is January 24, 2019. Part of the discussion will center on homes that are dilapidated and need attention.

NEW BUSINESS

Proposal for Purchase of Grasshopper Edger – One quote was considered from Allied Machinery Corporation for \$2075, but The Board asked that Tim investigate further which edger to buy.

KSBE Right of Entry Agreement (Renewal) -

Tom Cumming moved to approve the KSBE Right of Entry Agreement. Kathryn Kuhlman seconded. Motion passed by unanimous approval.

Puna Road Improvements Update (Access to HWY 132) –Pursuant to Resolution 732 being passed by County Council, Kathryn Kuhlman reported on a meeting she and Roger Guenette

attended with Ron Whitmore and others regarding improvements on HWY 132 and emergency access for residents of lower Puna. Members will be informed as progress is made.

DRC Architect

Sara Tokura-Ellsworth noted that Dick Munday and Tom Cumming may no longer be on the DRC committee after April of this year. She asked the Board to start considering an alternate architect.

Christmas Eve Off for Employees

The Board agreed by general consent to allow the employees to work a half day on Christmas Eve.

Feral Pig Issue

Due to the lava flow, an increase in feral pigs has been seen in Hawaiian Shores which is causing the tearing up of lawns. Pig hunters have been called but have not been available. The Board asked Sara to call the Humane Society to see if they can help.

ADJOURNMENT

Adjournment at 6:50 pm



Tom Cumming, Secretary

1-16-19

Date