

VHCA BOARD OF DIRECTORS MEETING MINUTES

Friday, May 13, 2016 AT 14-5049 WAI'OPAE ROAD

BOARD MEMBERS PRESENT: M. Hughes (President), J. Anderson (Treasurer), L. Gilmore, (Secretary) and C. Biltoft – V. Mark joined us at 11am

PUBLIC: J. Lehner, H. Phillips, M. Phillips, M. Fleming, R. Shea and B. Oberman

CALL TO ORDER: at 10:32 am by M. Hughes.

MINUTES of the 2/27/16 meeting and the 4/16/16 were approved unanimously. (L. Gilmore moved, C. Biltoft 2nded).

TREASURER'S REPORT:

The balance as of April 30, 2016 is \$165,144.52. A more complete report will be emailed to the Board members as soon as it is available. There have been 3 property transfers.

ROADS:

J. Anderson requested that the mileage of roads in House Lots and Farm Lots be confirmed for insurance purposes.

HOUSE LOTS: M. Hughes will discuss with G. Banks, the chairman of this committee about the trimming and upkeep of the right of way with House Lots. There was discussion about safety vs. beautification.

H. Phillips gave an update on the towing contract and administration of the policy to date. He suggested we should be diligent about identification/verification, education, and not engaging with the public. C. Biltoft suggested we need to establish a list of those who continually violate the policy. J. Lehner agreed to coordinate the subcommittee on the tow away zones, and C. Biltoft will participate as often as possible. Bill for the guard to date was discussed and is below the amount previously approved. Extending the guard contract until the end of May was previously approved by an email vote of the Board.

FARM LOTS:

M. Hughes reported that G. Braun is working on the maintenance of ROW in the Farm Lots.

MAILBOX COMMITTEE:

V. Mark, the new chair of the committee will coordinate with J. Lehner and B. Oberman on any future improvement plans or changes to the current mailbox maintenance procedures.

AUDIT COMMITTEE:

There was not an audit conducted for FY2015 due to scheduling conflicts.

B. Oberman agreed to chair this committee and find willing volunteers to assist.

WATERFRONT COMMITTEE:

C. Biltoft reported that he has met with J. Kahiapo (DLNR Aquatics). John made a verbal promise to install new MLCD boundary signs in May. Chris will continue to monitor the progress and follow up if the signs are not installed as promised.

OLD BUSINESS:

WAI'OPAE ROAD REPAIR: J. Lehner reported a minor setback as the new appointee to the Department of Health, Water Quality section has requested additional changes, some of which had already been agreed upon. At this time the engineer will work directly to resolve these issues.

NEW BUSINESS:

Discussion about cars left for extended periods in right of way. A generic letter was drafted to property owners who are out of compliance. L. Gilmore will send the letter to the property owner and a copy of the letter will also be put on the vehicles in question. G. Braun will post and follow up should the owner fail to comply with the ROW policy.

J. Anderson asked that the invoices for VHCA fees allow for a 60-day response. (currently we require payment within 30 days). The Board unanimously agreed to make that change in future assessments, beginning in 2017 annual assessment notices.

C. Biltoft offered a draft SMA for consideration as the previous SMA addresses parking that is no longer available after Iselle, as well as other issues. There was agreement to discuss this at a later date as the work being done on the Wai Opae repair already includes important revisions.

M. Fleming asked about technological provisions for Board members who are not able to be present at meetings. S. McBride is researching options.

ANNOUNCEMENTS AND CORRESPONDENCE:

S. Lehner's email regarding her contract with the Board was read aloud. The Board agreed that her conditions for receipt of items in a timely manner was more than reasonable and agreed to the terms listed. The Board expressed gratitude for her service.

Puna Homeowners Association email was read aloud and discussed. B. Oberman encouraged participation in this type of meeting. The meeting is June 25th in Kea'au. L. Gilmore will forward further information.

NEIGHBORHOOD WATCH:

B. Oberman reported that the April Police Report indicated there were three break ins on Kapoho Road, but there was not clarity on whether this was Kapoho Kai or Kapoho Paho Road. J. Lehner followed up with the police, but has not received additional information. Discussion followed about signage "Lock up... Be Secure" on the reader board or need for signage before people get to the parking lot.

B. Oberman suggested that whenever residents get their mail, it would be helpful to just drive past the parking lot and provide a watchful presence.

NEXT MEETING: 10:30am, June 24, 2016 at 5049 Wai Opae.

ADJOURNMENT: was at 12:12pm.