

H.O.V.E. ROAD MAINTENANCE CORPORATION
GENERAL MEMBERSHIP MEETING
JANUARY 7, 1995

The meeting was called to order at 1:00 P.M. by President Bob Self. Present were Mary Huffman, Steve McKinney, Bill Noxon Jim Wiese and Carl Winge. Absent were Don Swangel, Bob Abel George Tilford and Frank Harper.

Bob Self announced that assessments were coming in at a good rate and that liens and foreclosures were being processed at this time. Jim Wiese and Carl Winge have completed the task of surveying the roads with special attention given to intersections for line of sight and to signs missing or needed.

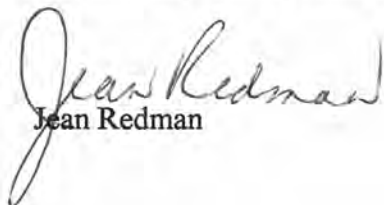
The Teagues asked the progress of the Council bill regarding the enforcement of speed signs within the subdivision and were told that it had passed Council and was awaiting the Mayor's signature.

The minutes of the last general membership meeting were available to the members present.

The financial statement was read by Treasurer Jim Wiese and was approved as read.

Bill Teague asked if Leilani above Aloha could be patched. This will be directed to Mac Kaupu, Foreman.

The meeting was adjourned at 1:30 P.M.


Jean Redman

H.O.V.E ROAD MAINTENANCE CORPORATION - GMMINAPR

MINUTES
GENERAL MEMBERSHIP MEETING
SATURDAY APRIL 8, 1995, 10:00 AM

The meeting was called to order at 10:00 A.M. by president Bob Self. Present were Mary Huffinan, Steve McKinney, Don Swangel, Al Garcia and Frank Harper. Absent was Jim Wiese.

Announcements:

1. President Bob Self announced that 70% of assessments have been received todate and that liens and foreclosures were being processed.
2. Board member Al Garcia was welcomed to board and reintroduced to the general membership present at the board meeting.
3. Membership was informed that the bylaws were being reviewed for possible revision and requested the By-laws Committee be notified if anyone knew of any required changes.

Minutes of Previous General Membership Meeting:

The minutes of the previous general membership meeting was provided to each member present, as there were no objections they were approved as submitted.

Treasurer's Report:

The Balance Sheet as of March 31, 1995 of the Corporation was provided to each member present. This Balance Sheet indicated that the total assets of the Corporation as of this date was \$2,530,713.13.


Discussion:

The status of weed whacking , car removal on HOVE roads , possible requirement to improve the road by the new park and possible charges for use of roads by commercial users was discussed with membership.

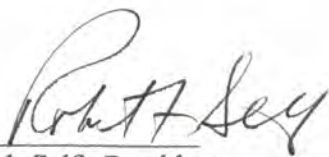
Meeting Adjourned

At 10:20 A.M.. April 8, 1995.

Submitted


F. M. Harper ,Secretary

Approved


Bob Self , President

MINUTES
GENERAL MEMBERSHIP MEETING
SATURDAY JULY 8, 1995, 1:00 PM

The meeting was called to order at 1:00 PM by President Bob Self. Members present were; Al Garcia, Frank Harper, Mary Huffinan, Steve McKinney, Don Swangle and Dave Wells. Excused - Jim Wiese

Announcements:

1. President Bob Self announced that the audit has been completed and was available at the Road Corporation Office for review. If copies were desired they are \$4. ea.
2. He also announced that approximately \$900,000 has been collected to date on current and past assessments.

Minutes of Previous General Membership Meeting of April 8, 1995 were read, as there no objections they were approved as submitted.

Treasurer's Report The Balance Sheet as of June 30, 1995 of the Corporation was provided to the members present for review. This balance sheet indicated that the total assets of the Corporation as of this date was \$2,221,319.60.

Discussion

1. Members present Mr. Ham, Mr. Haggardt and Ms Hughes discussed status of abandoned vehicles on Ocean View roads and property. The President indicated that if the cars are totally in the roadway there was no problem and the cars could be removed but if they were on private property that was another matter and the Road Corporation couldn't have the cars removed.
2. Ms Hughes questioned the Board about status of County/Statelands in Ocean View. These properties were deeded when Ocean View was plotted for schools and parks however areas set aside are not large enough for these purposes. She requested the board to investigate what could be done to have these areas rezoned or sized for future schools or other community use. (A12-JUL-95).
3. Mr. Nicholas Holt and Mr Danney K. Marshall presented papers to the Board disputing the Board ability to place liens on their properties for non payment of road assessments. In addition Mr. Holt addressed the board and submitted an additional letter demanding that his name be removed from the Road Corporation computer. President Bob Self indicated that the matter would be submitted to the Road Corporation's lawyer for review and recommendation.

Meeting Adjourned At 1:32 PM July 8, 1995

Submitted


F.M. HARPER, Secretary

Approved


Bob Self, President

MINUTES
GENERAL MEMBERSHIP MEETING
SATURDAY OCTOBER 14, 1995, 10:00 AM

I. Call to Order. The meeting was called to order at 10:00 by Vice President Steve McKinney. Members present were; Al Garcia, Tito Haggard, Frank Harper, Mary Huffman, Dave Wells. Excused - Bob Self. Absent - Don Swangle.

II. Announcements. Results of ballot:

- a. Election of Board Member "Tito" Haggard - (yes -1,438), (no -3) or 99.8% For
- b. Approval of 1996 Budget/Paving Plan - (yes -1,471), (no - 53) or 96.5% For
- c. Change Sec. 2.01 - Meeting Dates - (yes 1,446), (no - 132) or 91.6% For
- d. Change Sec. 2.12 - Number of Newsletters -(yes-1,421), (no-157) or 90% For
- e. Change Sec. 3.01 - Number of Directors - (yes -1,346), (no-223) or 85.8% For
- f. Change Sec. 3.03 - Election and Tenure -(yes - 1,469), (no- 88) or 94.3% For
- g. Add Sec. 9.10 - Parliamentary Authority - (yes - 1,485), (no-83) or 94.7% For
- h. Authorize Office Manager to make changes(yes- 1,473), (no-84) or 94.6% For

III. Minutes of Previous Annual Meeting & Financial Report. Were available to the Board and General Membership for review.

IV. Membership Discussion:

a. The availability of 212 acres of land offered by original developer for \$350,000 was discussed. These parcels are; 200 acres located at the top of the subdivision (originally planned as the location of a reservoir), 5 acres the end of "The Road to the Sea" (originally planned as the location of the "Yacht Club") and 7 other acres located at various locations in the subdivision. It was determined that these pieces of property would be nice to have, However existing By-laws do not allow the Road Corporation to purchase this type of property.

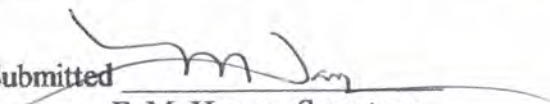
b. The status of 110 acres deeded to the County was discussed. It was recommended that the Legal Committee investigate if these properties could be rezoned and sold, to provide revenue to the Road Corporation by road assessments.

V. Adjournment. The General Membership Meeting was adjourned at 10:37 AM and a Special Board Meeting was convened, for the election of officers for 1996.

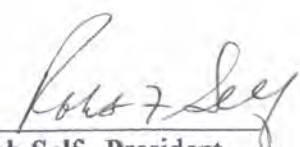
VI. Election of Officers: The following directors were elected to the indicated offices: President - Bob Self, Vice President - Steve McKinney, Treasurer - Jim Wiese and Secretary - Frank Harper.

VII. Special Board Meeting Adjourned at 11:00 AM

Submitted


F. M. Harper, Secretary

Approved


Bob Self, President

H.O.V.E. ROAD MAINTENANCE CORPORATION
MINUTES
BOARD MEETING
January 3, 1995

Meeting was called to order at 4:00 P.M. by President Bob Self.

Members present were Dave Wells, Jim Wiese, Carl Winge, Frank Harper, Bob Abel, Bill Noxon and Steve McKinney. Absent were Don Swangel (vacation), Mary Huffman (ill) and George Tilford (working). Also present were Gordon Amps, Irene Hughes and Jean Redman.

Announcements:

1: Bob Self announced that the General Membership meeting would be held on January 7, 1995 at H.O.V.E.C.A.

2: Kona Cinder & Soil approached the Board regarding a new bid for 1995.

3: A letter on behalf of the Corporation has been sent to County Council supporting Keiko Bonk-Abramson's bill regarding the enforcement of traffic laws within H.O.V.E. sub-division.

4: Committee assignments were handed down and are as follows:

LEGAL - Carl Winge

BUDGET - Jim Wiese (Bob Self asked for preliminary report by 4/1/95)

BY-LAWS - Frank Harper (Bob Self asked for recommendations by 4/1/95)

ROADS - Jim Wiese

SAFETY - Bill Noxon

COUNTY AFFAIRS - Bob Abel

COMPLAINTS - Steve McKinney

NEWSLETTER - Stew Dawson

5: Bob Self indicated that the crew is to report directly the President and if the Board members have any questions or concerns regarding day to day operations, that they should also go to the President.

Minutes:

The minutes of the previous meeting were approved as read.

Treasurer's Report:

Jim Wiese went over the financial statement.

Foremen's Report:

Mac Kaupu's report was read and a copy is attached in the minutes book.

Jeff Anderson, in his report, recommended hiring a laborer on a full-time basis at a wage of \$11 per hour. At this time, Gerald Fontes is a temporary hire filling this position. It is suggested that Gerald be hired as a permanent employee to maintain the crew at 5 men. With the elimination of the Operation Manager's position at \$40,000 per year, we could

maintain 5 full time crew members and a part-time laborer if needed. Jeff also felt that with the extra help, weedeating by the crew at dangerous intersections may be accomplished.

Bob announced hiring Gerald Fontes on a permanent basis with probation period to start immediately.

Sign placement and needs were discussed and the road committee is to contact Public Works regarding legal distances for placement of signs. Carl Winge urged the Corporation to support the Police Department in getting the enforcement of the 25 mph sign limits as well as other posted signs.

Frank Harper asked if all the signs are in place and was informed that most of the signs that are in stock have been installed.

Frank moved to instruct the foreman to purchase 30 STOP signs. Seconded by Jim Wiese. Bob Abel suggested that the signs be ordered according to a list that was done regarding stock on hand. The motion was amended to read that no more than 30 signs and up to 30 of whatever type of signs are required. All in favor of amended motion.

Unfinished Business:

1: Last year's Legal Committee chair, Bob Self, reported that Al Garcia has verbally agreed to accept the Corporation's offer of re-instatement, but we are waiting for a written acceptance.

2: Weed Control was again discussed, in-house vs. Gordon Amps. Bob Abel asked if we had an extra full-time employee, could weed control be done on the straight sections "in house". Bob Self added that if an outside contract was awarded for weed control, funds would have to be transferred from the labor account because nothing had been figured in to the 1995 budget. Further discussion involved the cost of a part-time employee at approximately \$5,000 per year or around \$22,800 for a full-time person. Gordon Amps indicated that he had four people working for him doing the weed control and it was hard, tedious work. Gordon Amps said that with the new roads that have recently been paved, there are 10-12 miles more at this point that need attention. His proposal did not reflect this new mileage, but he said some mileage could be transferred from his proposal to cover those miles more in need of work. Bill Noxon felt the contract should be given to Mr. Amps. Bob Abel suggested we could probably do our own weed control with the extra man and equipment. Frank Harper moved to accept Mr. Amps proposal of \$10,800 for 1995 for weed control. Bill Noxon seconded. Discussion followed - the contract will cover four cuts. Steve McKinney expressed concern regarding dragging this matter on. Bob Abel asked Frank Harper to amend his motion to have the contract only cover one cut. Results: Motion defeated 3 yes - 4 no.

Bob Self asked Gordon Amps to give us another bid for only one cutting.

New Business:

The matter of hiring another full-time laborer was tabled until the February meeting.

Steve McKinney suggested that hiring an additional employee may be looked at in July.

Frank Harper moved that the Corporation authorize Jeff Anderson to purchase weed eating equipment and accessories to a maximum of \$1500. Bob Abel seconded. All in favor.

Jim Wiese moved that Jean Redman be authorized to purchase a new calculator and tape recorder. Bob Abel seconded. All in favor.

Steve McKinney suggested the Corporation come up with a five year plan, including future road improvements such as widening of existing roads, white lines, crowning and increased speed limits. Bob Self indicated a plan or plans should be put together by a committee and a survey put out to the general membership to see what the people would like to see for the future.

The meeting was adjourned at 5:25 P.M.

Respectfully submitted,

Jean Redman

H.O.V.E ROAD MAINTENANCE CORPORATION

MINUTES BOARD MEETING February 7, 1995

Meeting was called to order at 4:00 P.M. by President Bob Self.

Members present were; Dave Wells, Jim Wiese, Carl Winge, Frank Harper, Bob Able, Bill Noxon, Mary Huffman, George Tilford and Steve McKinney. Absent - Don Swangle, Al GARCIA

Announcements:

1. Insurance rider for membership meetings at the Community Center is costing the corporation \$1,300 a year. This is for the four (4) general membership meetings. Discussions with members of the HOVECA board indicate that this rider is not a requirement, therefore subject rider has been canceled.
2. General authorization is required from the Board of Directors to pay the following bills in excess of \$1,000 in 1995 without further board action as called for in Article VIII, section 8.3;
 - a. Two week salary checks.
 - b. Payments of social security, SUTA, FUTA & FICA.
 - c. Major equipment repair up to a limit of \$3,000.
 - d. Medical insurance payments.
 - e. Regular insurance payments, (workman's comp., liability, etc.) provided that these payments are no more than 10% above the previous year's payments.
 - f. Postage & printing costs of the newsletters sent out before the semi-annual and annual meetings.

So moved by Frank Harper, seconded by Mary Huffman. Motion passed. (M5FEB95)

3. Ordered new back up power supply for computers. Cost \$429.
4. Due to heavy agenda, Board Members will be limited to three (3) minutes each for discussion of each agenda items.
5. Kona Cinder & Soil was informed of boards intention to go out for bids due to their increase of \$0.25 / ton. When they were aware that we might look elsewhere they dropped this increase, which will save the corporation about \$5,000 for 1995.
6. Liens & Foreclosures - approximately 60 lots could be foreclosed at this time, however the cost of foreclosing on the (4) lots that are presently being foreclosed is approaching \$5,000 in legal fees, this is without the commissioner fees which is estimated at about \$3,000. This means that we would have to realize about \$10,000 per lot at this rate to get our assessment. Most of the 60 lots that are now eligible for foreclosure are located at the top of the sub-division and have bringing only \$2,000 to \$3,000 at tax sales. It has been suggested by Jean our office manager that we send out intent to foreclose ourselves to reduce the legal fees. We will get legal advice from our new lawyer on this subject (A3FEB95)

Minutes:

The minutes of the previous meeting was provided to each board member. There were no objections so they were approved as submitted.

H.O.V.E ROAD MAINTENANCE CORPORATION

Treasurer's Report:

The financial statement for the year to date was provided to each board member. Jim Wiese indicated that there was still \$1,013,828.93 accounts receivable (Road Assessments) still outstanding. There were no other questions so this report was accepted as submitted

Foremen's Report:

Mac Kaupu's report was read and a copy was furnished to each board member and a copy is attached in the minutes book.

Jeff Anderson, in his report requested that they be authorized to purchase (30) "RIGHT ARROW" and (25) "STOP AHEAD" signs for total cost of \$1,632.25

Office Manager's Report

As of this date we have collected approximately \$524,139 which represents 45% of the total billing for 1995. Approximately \$186,285 is still outstanding for 1994 and \$196,053 is still outstanding for 1993. Assessments are still coming in for prior years 1991 through 1994. Letters have gone out of intent to lien to owners who owed anything prior to 1994. Out of the 250 intent to lien letters about 1/3 have paid in full or are making payments. About 1/3 were returned either not accepted or unable to locate, the remaining 1/3 were accepted but nothing has been heard from these owners. Foreclosure action is proceeding on the four (4) lots that belong to Reuben Steinberg and a commissioner has been appointed by the Court. Only a date needs to be set for the auction. The Foss property (the other foreclosue) is also going through the process. The Foss' have to appear in Third Circuit Court by February, or a default judgment will be entered. A copy of this report will be attached in the minute book.

Committee Reports

1. Road Committee submitted report of their survey of condition of sub-division roads. Summary of this report and detailed listing has been furnished to H.O.V.E Road Maintenance Foreman and are attached in the minutes book. High light of this report are:
 - a. About 1/3 of the roads in the sub-division remain to be regraded and chip sealed (50.75 out of the 153.47 in the sub-division).
 - b. There are still many missing warning and stop signs.
 - c. Some of the roads that were chip sealed early in the paving schedule will require reconstruction due to excessive loss of the bonded rock chips and /or poorer quality of structural base.
 - d. The weed problem of the lower elevation roads was considered minor due to the low rain fall in the area. The intersection corners still require attention even though they hardly effect the motorist's sight distance. The majority of the sight distance problems are created by embankments of lava rock.

H.O.V.E ROAD MAINTENANCE CORPORATION

Unfinished business

1. Weed Control - Gordon's Weed & Grass Control resubmitted their bid for recutting the weeds adjacent to the sub-division's roads. This re-submittal was four (4) cuttings and not responsive to the boards request for a bid for one (1) cutting only (M2-JAN95) . After much discussion a Motion (M6FEB95) was made by Steve Mckinney for the Board to sign a contract for one (1) cutting for total cost of \$2,700 to keep the weeds under control. Details of the contract to be worked out by the President of the Road Corporation and Mr. Amps.
2. Re-instatement of Mr. Al Garcia was effective as of this meeting. this reinstatement was for fifteen (15) months and will require resignation of one (1) board member. Resignations was requested from the board. Mr. George Tilford and Mr. Bill Noxon both tendered their resignations which were accepted by the board. A resolution (R1FEB95) was made by Jim Wiese, seconded and approved by the Board to thank George and Bill for their years of service to the community.
3. Purchase of Road Signs - The previous motion (M1JAN95) was withdrawn and a new motion (M7FEB95) was made by Frank Harper to purchase the road signs requested in the Foreman's Report (\$1,632.25) plus an additional \$1,000 for a total of 2,632.25 for the purchase of signs required on sub-division roads. Motion was seconded and passed.

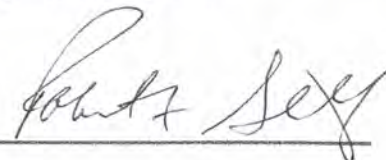
New Business:

1. Standing Rules - It was suggested that Standing Rules be established to assist the board in conducting its business. The Board accepted this suggestion and the Frank Harper was appointed chairman of this committee and directed to report back to the board at the next meeting with proposed Standing Rules (A4FEB95).
2. Disposal of Surplus Equipment - Disposal of this equipment (Old computer, old power supply, old dump truck) was discussed. A motion (M8FEB95) was made by Bob Able to depose of this equipment by sealed bids. These items should be posted for bid at the office and local bulletin boards and two (2) weeks be allowed for the bids. Motion made by Bob Able seconded and passed.
3. Lien Fee - Establish lien release fee of \$100 . Motion (M9FEB95) made by Steve McKinney, seconded by Mary Huffman . Motion passed. In addition it was discussed if the Road Corporation should charge interest on assessments owed as allowed in our bylaws. This was passed to the Finance Committee for recommendations at the March meeting (A5FEB95)
4. Create Position - Motion (M10FEB95) made be Frank Harper to create a laborer position to be filled at some future time. This was to make the Road Corporation's work force agree with existing "95" budget. Motion seconded by Steve McKinney was passed.
5. Financial Advisor - Finance Committee Chairman reported that our present advisor had been doing a bad job and the Road Corporation account had dropped in value for the last year, and recommended that we change our financial adviser to Smith - Barney. So moved by Jim Wiese (M11FEB95), seconded by Steve McKinney. Motion passed

Meeting Adjourned at 6:05 PM February 7,1995

Submitted - Frank Harper

Approved



H.O.V.E. MAINTENANCE CORPORATION

MINUTES BOARD MEETING March 7, 1995

Meeting was called to order at 4:01 PM by Vice President Bob Abel.
Members present were; Dave Wells, Jim Wiese, Frank Harper, Mary Huffman, and Steve McKinny. Absent ; Don Swangle and Carl Winge. Excused; Bob Self and Al Garcia.

Announcements:

Letters of resignations effective, 1 April 1995, from Bob Abel and Carl Wing were read and accepted by the board. Jim Wiese made a resolution (R2-MAR-95) thanking Bob Abel for his years of service to the Road Corporation and the Community.

Minutes

The minutes of the previous meeting was provided to each board member, there were no objections so they were approved as submitted.

Treasurer's Report:

The financial statement for the year to date was provided to each board member. Jim Wiese indicated that 64% of assessment had been received. Steve McKinney asked if there was some way to keep the board apprised of the status of the funds invested by Smith-Barney, to determine if we were making or losing money in this account. The Treasurer indicated that he would try to provide such a report to the board. There were no other questions so this report was accepted as submitted.

Foreman's Report:

Mac Kaupu's report was read to the board and a copy was provided to each board member. Report indicated that routine work was being accomplished by the road crew and that about half of the sub-division's intersections had been "Weed Whacked" to correct blind areas and other trouble spots. The Rex roller, spreader and the 554B large loader were down awaiting parts.

Committee Reports:

Chairman of the "Standing Rules Committee" requested that the report on this subject (A4-FEB-95) be moved to the April meeting as it relates to possible changes to the By-Laws which are scheduled for that meeting. Request approved.

Unfinished Business

One(1) bid each was received on material up for disposal, Bid amounts were ;
Old computer- \$120.00, Old power supply - \$50.00 and Old dump truck- \$2,101.99 as these were the only bids received they were accepted by the board.

H.O.V.E. MAINTENANCE CORPORATION

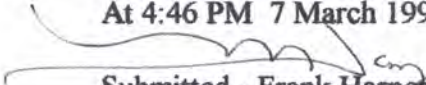
Minutes 7 March 1995 (Continued)

New Business

Bob Abel's resignation, as a board member, has left the position of Vice President vacant. Frank Harper nominated Steve McKinny to fill this position, this nomination was seconded by Mary Huffmann and passed by the board. Steve McKinny accepted the office of Vice President.

Meeting Adjourned

At 4:46 PM 7 March 1995.

 Submitted - Frank Harper

Approved _____

H.O.V.E. ROAD MAINTENANCE CORPORATION

MINUTES BOARD MEETING April 4, 1995

Meeting was called to order at 4:05 PM by Vice President Steve McKinny. Members present were; Dave Wells, Jim Wiese, Frank Harper, Mary Huffman, Don Swangle and Al Garcia. Absent; Bob Self (excused)

Announcements:

General Membership Meeting April 8, @ 10:00 at HOVECA

Minutes of Previous Meeting:

The minutes of the previous meetings were provided to each board member, there were no objections so they were approved as submitted.

Treasurers Report:

The financial statement for the year to date was provided to each board member. This report indicated that the current assets of the corporation were \$2,142,517.89 with fixed assets of \$388,195.24 for total assets of \$2,530,713.13 as of 31 March 1995.

Foreman's Report:

Routine grading and sweeping was accomplished. Weed cutting was done on known blind spots and problem intersections. Continued replacing traffic signs as required. There is still a problem with abandoned vehicles on our roads due to no police response. A new cement slab was laid for the shop. A safety fence was installed around the high power generator and the top section of the base yard was cleared of unnecessary material. The front differential of the 544B loader was sent to Hilo for repair it has been reinstalled by the crew. The chip spreader is still waiting parts. All other equipment is running and back on the line.

Office Manager's Report:

The accounts receivable balance for 1995 stands at approximately \$362,690 or 30% of the billed amount. Back assessments are continuing to come in at a steady pace. In February, \$500,000 was invested in a 6 month U.S. Treasury note. If kept to maturity, the anticipated gain will be \$21,250, (4.25% interest) This is usable income to the corporation. Information for the newsletter is being compiled at this time and the expected date of mailing will be April 24th. Coopers & Lybrand will be performing the annual audit the week of May 1.

Committee Reports:

1. Budget Committee - Proposed budget was provided to each board member for review. Treasurer Jim Wiese outlined budget preparation procedures and answered questions from board members. Action on this item (A6-APR-95) held over until next regular board meeting.

H.O.V.E. ROAD MAINTENANCE CORPORATION

Committee Reports (Continued)

2. By-laws Committee - Submitted report on proposed changes to the by-laws. Committee Chairman Frank Harper answered questions from board members on proposed changes. In as much as these changes are not urgent and are not required until the October Newsletter they were held over until the next regular board meeting. (A7-APR-95) Any additional changes to the By-laws should be submitted to the committee by 1 May 95.

3. Committee on Standard Operating Procedures (SOP)- Submitted proposed operating procedures to board. Committee Chairman Frank Harper explained the proposed procedures and answered questions from the board. The board indicated that there may be additional items included in this SOP and requested additional time on this proposal., therefore action (A8-APR-95) on this item is held over until the next board meeting..

4. Road Committee - Reported that they had completed action on contacting Public Works on legal distances for signs and that copies of these requirements have been provided to the foreman. This takes care of action item A1-Jan-95.

Unfinished Business:

Above committee reports.

New Business:

Mr. Pezdek provided tank that the Road Corporation has been using for the storage of oil with the understanding that the use of the tank would be reimburse in the future by the road corporation repaying him with a water tank of some sort. Mr. Pezdek has passed away and his heirs have no use for subject water tank but would be willing settle this account for \$300.00 It was so moved (M12APR95) by Frank Harper, seconded by Mary Huffman Board voted to pay the heirs the \$300 to settle this account.

Meeting Adjourned

At 5:18 PM, 7 April 1995


Submitted Frank Harper

Approved _____

H.O.V.E. ROAD MAINTENANCE CORPORATION

MINUTES BOARD MEETING May 2, 1995

Meeting was called to order at 4:00 PM by President Bob Self.
Members present were: Steve McKinney, Dave Wells, Al Garcia, Jim Wiese, Frank Harper, and Don Swangle. Absent; Mary Huffman

Announcements:

1. Terminated one (1) employee last month for cause. This employee had been warned previously, in writing, for misconduct on the job. Position will be filled as soon as possible. The President Bob Self indicated that a physical will be required of anyone hired to preclude possible future problems with Workman's Compensation claims

2. Another employee who has been on Workman's Compensation since July 1994 will be getting a settlement from the Workman's Compensation Board. This will increase what the Road Corporation has to pay for this coverage. Jim Wiese made a motion MI2MAY95 which was seconded by Don Swangle and approved by the Board for the President, Bob Self to contact our legal consultant on the possibility of challenging this settlement by the Workman's Compensation Board, also what would be required to make a physical examination part of the Corporation's hiring procedures.

Minutes of Previous Meeting:

The minutes of the previous meetings were provided to each board member, there were no objections so they were approved as submitted.

Treasurers Report:

The financial statement for the year to date was provided to each board member. In addition Jim Weise reported that approximately \$829,200 had been collected to date for current and past assessments, approximately \$326,000 remains to be collected for the current year to meet budget projection of 90% of yearly assessment. Treasurer's Report was approved as submitted and is attached for information.

Foreman's Report:

Routine grading and road preparation was accomplished as scheduled. Continued replacing traffic signs as required. There has been a problem with possible vandalism as a substantial number of stop signs have been knocked down All equipment is running and back on the line. The Foreman's report is attached for information. Based upon the Foreman's report of possible vandalism it was determined that the board had previously offered a reward for turning in anyone responsible vandalism of traffic signs in H.O.V.E. This will be checked out A9MAY95 and notices will be posted to make everyone aware of this reward.

H.O.V.E. ROAD MAINTENANCE CORPORATION

Committee Reports:

1. Bylaw's Committee - Chairman Frank Harper requested that this report be held over until next meeting. This request was approved by the Chairman.

2. Budget Committee - Proposed budget was provided to each board member for review. Treasurer Jim Wiese outlined budget preparation procedures and answered questions from board members. This budget schedules approximately 18.75 miles of roads to be completed in 1996. Frank Harper made motion MI3MAY95 which was seconded by Al Garcia and approved by the Board that this "Proposed Budget" (attached) be approved by the board for submission to the general membership for approval/disapproval in annual report.

Unfinished Business:

Standard Operating Procedures (SOP)- Reviewed proposed operating procedures for board. Committee Chairman Frank Harper explained the proposed procedures and answered questions from the board. A motion MI4MAY95 was made by Frank Harper and seconded by Jim Weise and approved by the Board to accept these procedures as submitted with exception of item # 4 which was revised as follows- 4. Board members are elected for a three year term. A director may be removed from the board if he or she is absent for three (3) or consecutive regular board meetings unless the absence is waived by the board. To implement this requirement board members are required to notify the board in writing if they expect to be absent for two (2) or more regular board meetings.

New Business:

1. Disposal, of old Dot Matrix Printer was discussed. Motion MI5MAY95 was made by Steve McKinny and seconded by Dave Wells to post information on this item and dispose of it by highest bid. This motion was approved by board.

2. Board member Al Garcia submitted "List of Questions" to be put to the general membership. This item AI0MAY95 was referred to the bylaw's committee for review as some of the questions would require changes to existing bylaws. Report due to board next meeting in June.

3. Five Year Plan A2JAN95 was discussed and Steve McKinny was appointed Chairman of this committee with report on proposed action due next meeting.

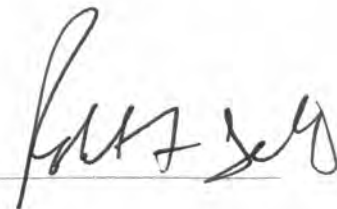
Executive Session:

It was passed in Executive Session that due to her superior performance and increase in work load and responsibilities that the Office Manager Jean Redman be granted an increase in salary of \$5000 annually, this increase to be in the form of an annuity to take effect as of 1 May 1995.

Meeting Adjourned

At 5:18 PM 2 May 1995


Submitted- Frank Harper

Approved 

H.OV.E ROAD MAINTENANCE CORPORATION - MINJUN

MINUTES BOARD MEETING June 6, 1995

I. Call to Order:

Meeting was called to order at 4:02 P.M. on St. Jude's Episcopal Church lanai by President Bob Self. Members present were; Al Garcia, Frank Harper, Mary Huffman, Steve McKinney, and Dave Wells. Excused - Jim Wiese. Absent - Don Swangle.

II. Announcements:

The "*ROAD MAINTENANCE SURVEY REPORT*" prepared by Leo Fleming, C.E. has been completed and a copy is provided to each board member present. Mr. Fleming indicated that each mile of road is costing approximately \$30,000 which is in line with last year costs. In summary this report states that " The work is progressing on schedule with financing being the main constraint. The roadways being constructed are of excellent quality considering the cost of construction. Thought may now go to transitioning from initial construction to maintenance and improvement of the newly constructed roadways" .

III. Minutes of Previous Meeting.

The minutes of the previous meeting were provided to each board member, There were no objections so they were approved as submitted.

IV. Treasurer's Report:

The Balance Sheet and Income / Expense Statement _ for period ending May 31, 1995 was provided to each board member. This Balance Sheet indicated that the total assets of the Corporation as of this date were \$2,423,511.31 or a change of - \$37,928.99 since the April 30, 1995 Report.

V. Foreman's Report:

Two and one half miles of roads were completed this month (Koa & Coconut) in addition sweeping was accomplished as necessary. The 544-B loader is repaired and back on the line.

VI. Committee Reports:

1. Planning Committee. Chairman Steve McKinney indicated that his committee has met and that they propose to make this plan a three (3) year plan instead of a five (5) year plan and a draft report is scheduled for the August board meeting with the final report scheduled for December 1995 (*A2JAN95*)

H.O.V.E ROAD MAINTENANCE CORPORATION - MINJUN

Committee Reports Continued :

2.. Bylaw's Committee;

a. Submitted it's report on proposed changes to the Corporation bylaws. Motion (M16JUN95) made by Frank Harper and seconded by Dave Wells to submit these changes to the general membership for approval/disapproval. This motion was approved by the board. Summary of these proposed changes to the bylaws are:

- (1). Revise Article 2.01 to only require one (1) annual general membership meeting vice present four (4).
- (2). Revise Article 2.12 to only require one (1) newsletter vice two (2)and rename this newsletter the "Annual Report" .
- (3). Revise Article 3.01 to conform with Articles of Incorporation by requiring a minimum of three (3) directors.
- (4). Revise Article 3.03 to start term of office for new directors to when elected vice January 1 of the year following their election.
- (5). Add new Article 9.10 to indicate parliamentary authority for the Road Corporation bylaws.

b. In addition to the above motion the following resolution (R4JUN95) was made by Frank Harper, seconded by Dave Wells. That the following be submitted to the general membership for approval/disapproval " That the office manager of the corporation be authorized to correct article and section designations, punctuation, and cross-references and to make such other technical and conforming changes as may be necessary to reflect the intent of these changes to the bylaws" This resolution was approved by the board.

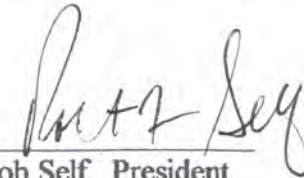
c. The Bylaws Committee was directed to review Director Al Garcia's proposal on "Questions to Put to the General Membership"(A10MAY95) Review of this proposal indicates that Director Al Garcia would like to have the general membership have more input in what the Road Corporation does and to have the general membership help in the planning phases for future project. To this end the committee recommended that he be allowed to prepare a short article for the next newsletter. Length and general content of this article to be defined. This recommendation was approved by the board.

VII. Unfinished Business: President Bob Self provided data on proposed Hoe-Ram and indicated that action was required if bids were desired. The President was directed by the board (A11JUN95) to prepare specifications and advertise for subject Hoe-Ram, final decision by the board will be determined by bids submitted.

VIII. New Business: President Bob Self indicated that the yard could use a small portable generator for repair and maintenance work. Costco had a 5 KW model available for \$499.00 plus tax. Motion (M17JUN95) was made by Frank Harper , seconded by Al Garcia and approved by the board to purchase this generator..

IX. Meeting Adjourned: At 4:48 P.M. , June 6, 1995

Submitted 
F.M. Harper , Secretary

Approved 
Bob Self, President

MINUTES
BOARD MEETING
JULY 8, 1995

I. Call to Order:

Meeting was called to order at 12:27 AM at HOVECA's Community Center by President Bob Self. Members present were ; Al Garcia, Frank Harper, Mary Huffman, Steve McKinney, Don Swangle and Dave Wells. Excused - Jim Wiese.

II. Announcements:

Board meeting will be followed by General Membership meeting at 1:00.

III. Minutes of Previous Meeting:

The minutes of the previous board meeting were provided to each board member, there were no objections so they were approved as submitted.

IV. Treasurer's Report:

The Balance Sheet and Income / Expense Statement for period ending June 30, 1995 was provided to each board member. This Balance Sheet indicated that the total assets of the Corporation as of this date were \$2,221,319.60 or a change of minus \$202,191.71 since the May 31, 1995 report.

V. Discussion:

1. The President requested board approval for the expenditure of \$3000. for the purchase of a 1981 Ford F10 pickup, this was so moved by Dave Wells and seconded by Steve McKinney and approved by the board. (M18-JUL-95).

2. Board member Al Garcia moved that the rules be suspended for the limited purpose of consideration of the purchase of a "Dr Field and Brush Mower" for \$1,646.05 to assist in weed control. This motion (M19-Jul-95) was seconded by Frank Harper but not passed by the board. Therefore this matter was not considered at this meeting ,but if the board member still desires consideration of this matter he was directed to get more information and submit it for future board meetings.

VI. Meeting Adjourned: At 12:47 , July 8, 1995.

Submitted


F.M. Harper , Secretary

Approved


Bob Self, President

MINUTES
BOARD MEETING
AUGUST 1, 1995

I. Call to Order:

Meeting was called to order at 4:02 PM at St. Judes Episcopal Church by President Bob Self. Members present were; Al Garcia, Frank Harper and Steve McKinny. Mary Huffman and Jim Wiese were excused. Dave Wells and Don Swangle were absent.

II. Announcements:

1. As there was not a quorum present this meeting would be a information meeting only.
2. Letter from E. F. Gianotti (Road Corporation Attorney) was furnished to each board member. This letter addressed actions of Mr. Nicholas Holt at the last General Membership Meeting. Our attorney recommended that we proceed with our lien action against Mr. Holt and others.

III. Minutes of Previous Meeting: The minutes of the previous meeting were provided to each board member present.

IV. Treasurer's Report; The Balance sheet and Income/Expense Statement for the period ending July 31, 1995 was provided each board member present. This Balance Sheet indicated that the total assets of the Corporation as of this date were \$2,160,505.72 or a change of minus \$60,813.88 since the June 30, 1995 report.

V. Foreman's Report;

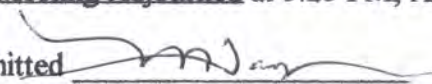
1. Copy of the Foremans Report for June & July was furnished to each board member present. This report indicated that work on the roads was proceeding on schedule.
2. The authorities have been notified and are aware of all abandoned cars that are on H.O.V.E.rightaways. They are in the process of being tagged for removal.

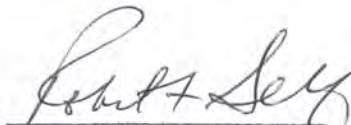
VI. Committee Reports; The committee on proposed long range plan for the Road Corporation submitted their draft of a long range plan to the board for review and approval. This plan will be reviewed by the board and acted upon at the next meeting in September.

VII. Unfinished Business; Three (3) bid were received on a Hoe - Ram , in as much as ,we didn't have a quorum present no action was taken on these bids.

VIII. New Business; It was pointed out that the school bus was dropping off students at the shopping center and that Lotus Blossom adjacent to the center up to the park area posed a safety hazard due to its width. A request for having this area surveyed for possible widening this road was requested.(A13-AUG-95).

IX. Meeting Adjourned at 5:25 PM, August 1, 1995

Submitted 
F. M. Harper ,Secretary

Approved 
Bob Self, President

25 August 1995

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to identify items: "M" = Motion, "R" = Resolution, and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A2-JAN-95</u> Establish - Update 5 Year Plan for future road improvements. Revised. to a 3 Year Plan	Action Required : 1. Appoint Chairman 2. Draft presented at Aug. meeting. 3. Final Report	Steve McKinney Due Dec 95
<u>A11-JUN-95</u> Prepare specifications for Hoe-Ram & put out bid requests	Bids sent out 6/20/95	Opened at Aug meeting.
<u>A12-JUL-95</u> Investigate status of County property in HOVE for possible rezoning ??	Requested by Member at meeting.	Unknown
<u>A13-AUG-95</u> Widen Lotus Blossom by shopping center for safety reasons	Safety hazard for school children	Get estimate for survey. <i>bid obtained</i>
<u>M15-MAY-95</u> Dispose of old Dot Matrix printer	Approved by board	Unknown
<u>M16-JUN-95</u> Proposed changes to bylaws; Art 2.01, 2.12, 3.01, 3.03 and 9.10	Approved by board	To be submitted to General Membership
<u>R4-JUN-95</u> To allow the Office Manager to make technical changes to reflect bylaws changes	Approved by board	To be submitted to General Membership

(Next Action item -A14, Resolution -R5, Motion - M20)

MINUTES - BOARD OF DIRECTORS
H.O.V.E. ROAD MAINTENANCE CORP.
TUESDAY, SEPT. 5, 1995

The meeting was called to order at 4:00 P.M. by President Bob Self. Members present were Dave Wells, Jim Wiese, Mary Huffman, Steve McKinney, Don Swangel and Al Garcia. Excused was Frank Harper. Also present were "Tito" Haggard and Jackie Felton.

Announcements: As a result of the notice placed in the most recent newsletter, 3 letters were received. Bob Self announced that the collections for the 1995 assessments has reached 84%. This is the best return to date for the corporation.

Minutes: The minutes were approved as sent to the board members.

Treasurer's Report: Jim Wiese indicated that the accounts receivable stands at \$617,922 which covers the years 1991 through 1995. Broken down, it reads as follows: \$178,620 still to collect for 1995; \$347,917 for 1993 & 1994 and \$91,385 still outstanding for 1991 & 1992. Dave Wells moved to approve the treasurer's report. All in favor.

Foreman's Report: Mac Kaupu, foreman, reported that part of the 1996 schedule had been completed (Reef from Kona to Ocean View) because the crew was working on Reef Circle and this would then tie the two sections together. Everything else is on schedule.

Committee Reports: 5 Year Plan (Steve McKinney and Tito Haggard)
Deferred until the next board meeting.

Unfinished Business:

A motion was made by Dave Wells to appoint Tito Haggard to the Board of Directors. Steve McKinney seconded. All in favor.

A quote was received from Wes Thomas Associates regarding the staking of the right of ways on Lotus Blossom from Keaka to Princess Kaiulani for the purpose of widening that particular portion of roadway. The bid was \$1872 but would be lowered to \$1835 if paid in full prior to the survey. Steve McKinney moved that Wes Thomas Associates be hired to stake the right of ways along the stretch of road from the intersection of Keaka and Lotus Blossom to the corner of Lotus Blossom and Princess Kaiulani and to pay in full to obtain the discount. Dave Wells seconded. All in favor.

At the last general membership meeting, Irene Hughes asked what the corporation was planning on doing with the property owned by the County. As a result of some discussion, it was suggested by Steve McKinney that H.O.V.E.C.A. be given the option of pursuing the County.

The purchase of the hoe ram was discussed. Because there was not a quorum at the last meeting, the bids were reviewed at this present meeting. The question of new or used was brought up. The difference in cost is \$7,000-\$8,000. Al Garcia talked about the possibility of a contractor being interested in doing all the road work in the future and this interested party may have his own equipment, complete with hoe ram. Jim Wiese moved

that we accept the bid from American Machinery for the 1992 hoe ram at the cost of \$12,500 and the plumbing kit for \$3,500. Don Swangel seconded. Discussion followed by Jim Wiese stating that the survey that he and Carl Winge had done showed the need for improving site distances within the subdivision. Don Swangel indicated that in the course of rebuilding the roadways there is often a need to rip out a big rock in the road base, the hoe ram would accomplish this and save on the grader. Steve McKinney pointed to the immediate need for this machine in the widening of Lotus Blossom for safety reasons. Steve McKinney asked Jim to amend his motion that this be purchased subject to the inspection and approval by foremen Mac Kaupu and Jeff Anderson. Don Swangel seconded amendment. All in favor to amend. Al Garcia moved to amend the original motion to read that we borrow "JR" 's equipment. There was no second so the motion to amend died. As to the vote on the original amended motion, all were in favor. Steve McKinney moved to authorize the transfer of \$16,000 from the trust fund, as per by-laws, for the purchase of the 1992 hoe ram and plumbing kit. Seconded by Dave Wells. All in favor.

New Business: Complaint letters were received from Zachary DeBernardi and Jacqueline Felton regarding Kona Cinder & Soil abuse of the roadways in H.O.V.E.. Police involvement was discussed as a possible remedy. A motion was made by Jim Wiese that a letter be written to the Kau Police with a copy to Kona Cinder & Soil, asking that the police maintain surveillance on Aloha Boulevard regarding speed and stop signs with reference to the heavy vehicles of Cinder & Soil. Seconded by Mary Huffman. Carried. Steve McKinney discussed the possibility of levying fines and Tito talked about selling permits to the heavy truck drivers. Also discussed was the limiting of hours that commercial trucks would be allowed to operate within the subdivision. It was decided that the road committee would investigate different alternatives.

The bid process for chip and base course was discussed and it was decided that with the input of Jim Wiese, an invitation to bid would be advertised in the paper. No date was set for this project.

Many people have shown an interest in purchasing the cinder lots presently owned by the Corporation. There were mixed feelings as to what should be done about the sale. Further investigation will take place.

The meeting adjourned at 5:35 P.M.

A handwritten signature in cursive script, appearing to read "Jean Redman". The signature is written in dark ink on a white background.

MINUTES BOARD MEETING
OCTOBER 3, 1995

I. Call to Order. Meeting was called to order at 4:00 PM at St Judes Episcopal Church by President Bob Self. Members present were: Al Garcia, Tito Haggard, Frank Harper, Mary Huffman, Steve McKinney, Don Swangle, Dave Wells and Jim Wiese

II Announcements:

1. President Bob Self reminded all board members that the Annual Membership meeting would be held at HOVECA at 10:00 on the 14 of October, this is the general membership meeting and elections for 1996.

2. Results of the foreclosure of (4) lots owned by Steinburg in the upper section of HOVE has not been productive. Total amount of bid was \$4,100 for all (4) lots. We have expended approximately \$5,000 to date on legal fees to collect the \$3000 of over due assessments this does not include commissioner's fees. The following options were suggested by David Kuahara - Commissioners Office.:

- a. Place liens and wait for County to foreclose for back taxes - we would get surplus funds if any.
- b. Try again to sell the property (at additional costs)
- c. Have Court appoint a Realtor.

III Minutes of Previous Meeting. The Minutes of the previous board meeting were provided to each board member, there were no objections to these minutes so they were approved as submitted.

IV Treasurer's Report:

1. The Balance Sheet and Income / Expense Statement for period ending September 30, 1995 was provided to each board member. This Balance Sheet indicated that the total assets of the corporation as of this date were \$2,047,480.01 or a change of minus \$78,436.85 since the September 30, 1995 report.

2. Assessments for 1995 are at 85%. Budget was projected based upon 90% of assessments being received so this means that we are at 94% of budgeted funds. Back assessments from previous years have more than made up for this shortfall.

V. Foremans Report. Grading and shoulder work is proceeding on schedule. There is a problem with "Stop Signs" being knocked down, request help from the board on correcting this problem. All machinery is on the line.

VI. Committee Reports. Long Range Plan for the Road Corporation Board was submitted to board for approval. Board members have had this report for two (2) months for review. Motion *M24OCT95* was made by Frank Harper and seconded by Tito Haggard and approved by the board ((7) for (1) against) To approve this plan. Committee was given permission to explore costs and reorganization actions required if downsizing is scheduled *A14OCT95*.

VII. Unfinished Business;

1. President Bob Self requested permission to use "Round-up For weed control on selected sections of the roads. Board approved this request and recommended that someone on the road crew receive "Herbicide" training *A15OCT95*.

2. There still is a problem with trucks hauling cinders in HOVE. President will take action to address this problem. *A16OCT95*.

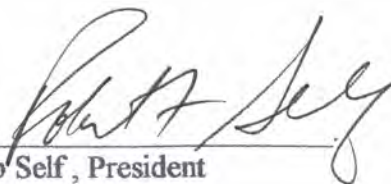
VIII. New Business;

1. Computer in office requires updating as present unit doesn't have enough memory. Estimate for this upgrading is \$4,500. *Motion (M25OCT95) made by Frank Harper and seconded by Al Garcia* and approved by board to approve the expenditure of up to \$4,500 for a new computer and disposal of the old computer by bid after fair market price is established.

2. Bid proposals are required for oil, chips and base material. President Bob Self recommended that these items be put out for bid with bid closure in the 3rd week of November (*A17OCT95*) This action was approved by board.

IX. Meeting Adjourned ; at 5:31 PM.

Submitted _____
F. M. Harper, Secretary

Approved 
Bob Self, President

Corrected

MINUTES BOARD MEETING
OCTOBER 3, 1995

I. Call to Order. Meeting was called to order at 4:00 PM at St Judes Episcopal Church by President Bob Self. Members present were: Al Garcia, Tito Haggard, Frank Harper, Mary Huffman, Steve McKinney, Don Swangle, Dave Wells and Jim Wiese

II. Announcements:

1. President Bob Self reminded all board members that the Annual Membership meeting would be held at HOVECA at 10:00 on the 14 of October, this is the general membership meeting and elections for 1996.

2. Results of the foreclosure of (4) lots owned by Steinburg in the upper section of HOVE has not been productive. Total amount of bid was \$4,100 for all (4) lots. We have expended approximately \$5,000 to date on legal fees to collect the \$3000 of over due assessments this does not include commissioner's fees. The following options were suggested by David Kuahara - Commissioners Office.:

- a. Place liens and wait for County to foreclose for back taxes - we would get surplus funds if any.
- b. Try again to sell the property (at additional costs)
- c. Have Court appoint a Realtor.

III. Minutes of Previous Meeting. The Minutes of the previous board meeting were provided to each board member, there were no objections to these minutes so they were approved as submitted.

IV. Treasurer's Report:

Aug. 31 1. The Balance Sheet and Income / Expense Statement for period ending ~~September 30, 1995~~ *August 31, 1995* was provided to each board member. This Balance Sheet indicated that the total assets of the corporation as of this date were \$2,047,480.01 or a change of minus \$78,436.85 since the ~~September 30, 1995~~ *August 31, 1995* report.

2. Assessments for 1995 are at 85%. Budget was projected based upon 90% of assessments being received so this means that we are at 94% of budgeted funds. Back assessments from previous years have more than made up for this shortfall.

V. Foremans Report. Grading and shoulder work is proceeding on schedule. There is a problem with "Stop Signs" being knocked down, request help from the board on correcting this problem. All machinery is on the line.

VI. Committee Reports. Long Range Plan for the Road Corporation Board was submitted to board for approval. Board members have had this report for two (2) months for review. Motion M24OCT95 was made by Frank Harper and seconded by Tito Haggard and approved by the board ((7) for (1) against) To approve this plan. Committee was given permission to explore costs and reorganization actions required if downsizing is scheduled A14OCT95.

VII. Unfinished Business:


1. President Bob Self requested permission to use "Round-up For weed control on selected sections of the roads. Board approved this request and recommended that someone on the road crew receive "Herbicide" training *A15OCT95*.
2. There still is a problem with trucks hauling cinders in HOVE. President will take action to address this problem. *A16OCT95*.

VIII. New Business:

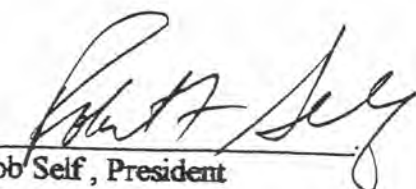
1. Computer in office requires updating as present unit doesn't have enough memory. Estimate for this upgrading is \$4,500. *Motion (M25OCT95) made by Frank Harper and seconded by Al Garcia* and approved by board to approve the expenditure of up to \$4,500 for a new computer and disposal of the old computer by bid after fair market price is established.
2. Bid proposals are required for oil, chips and base material. President Bob Self recommended that these items be put out for bid with bid closure in the 3rd week of November (*A17OCT95*) This action was approved by board.

IX. Meeting Adjourned; at 5:31 PM.

Submitted


F. M. Harper, Secretary

Approved


Bob Self, President

MINUTES
BOARD MEETING
NOVEMBER 7, 1995

I. Call to Order. Meeting was called to order at 4:00 PM at St Judes Episcopal Church by President Bob Self. Members present were Al Garcia, Tito Haggard, Frank Harper, Steve McKinney, Don Swangle, and Jim Wiese.

II. Announcements:

1. One of the Crew Members has had training in herbicides in a previous job and would be able to oversee use of "Round-up" if required.
2. \$1,013,141.23 has been collected to date, this is more than was projected for 1995, but does include some back assessments from previous years.
3. All of the road work programmed for 1995 has been accomplished with the exception of two (2) blocks at the upper end of Bamboo and Koa which will be done this year. A few short sections of 1996 road work has been done this year as equipment and material was available. Only 31.5 miles of road remains to be chip sealed to complete all of HOVE roads. Some of the earlier roads with cinder base will have to be redone.

III. Minutes of Previous Meeting. The Minutes of the previous board meeting were provided to each board member, There was one correction offered by the Treasurer Jim Wiese which was to correct the date in Section III Item 1. (last line) Treasurer's Report to *August 31, 1995 report* vice *September 30, 1995 report*. Minutes were approved as corrected.

IV. Treasurer's Report.

1. The Balance sheet and Income / Expense Statement for period ending October 1995 was provided to each board member. This Balance sheet indicated that the total assets of the corporation were \$1,956,560.47 or a change of minus \$ 90,919.54 since the September 31, 1995 report.
2. Treasurer Jim Wiese indicated that the above method of indicating status of Road Corporation funds didn't give accurate picture as these funds included chips and oil for road repair. He indicated that he would look into this and try to come up with a better method indicating status of funds.
3. Under the new management of our trust fund by Smith Barnby there has been an increase of about 20% or \$150,000. this is a big improvement over the previous manager who was showing a loss each year.

V. Foremans Report. Foreman reported on status of Grading ,Chip & Sealing, Shoulder Work, Abandoned Cars, Weed Whacking , Stop Signs and Maintenance. There is no major problem other than abandoned cars which seems to be an never ending problem. 310C backhoe received hoe ram and kit. All parts were assembled and tested/ Backhoe with ram are on line and in use to complete Lotus Blossom


VI. Committee Reports. Report of Mr. Terry Gaston , Counselor , Small Business Development Center from University of Hawaii at Hilo was presented to the board for review. This report was based upon a meeting on October 23, 1995 with Mr. Gaston and the "Long Range Planning Committee". to explore a potential scenario for the road building and maintenance operations after all roads in HOVE have been repaired. Legal opinion will be required to determine what can be done.

VII. Unfinished Business. Bid Proposals for "Oil and Chips" for 1996 will be issued for opening at the December Board Meeting.

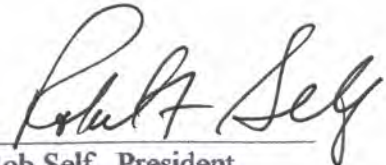
VIII. New Business. - None.

IX. Meeting Adjourned at 4:36 PM.

Submitted


F. M. Harper, Secretary

Approved


Bob Self, President

H.O.V.E. ROAD MAINTANENCE CORPORATION - MINDEC

MINUTES BOARD MEETING
DECEMBER 2, 1995

I. Call to Order. Meeting was called to order at 4:00 PM at St Judes Episcopal Church by President Bob Self. Members present were: Al Garcia, Tito Haggard, Frank Harper,, Steve McKinney, Don Swangle and Jim Wiese

II Announcements: None.

III Minutes of Previous Meeting. The Minutes of the previous board meeting were provided to each board member, there were no objections to these minutes so they were approved as submitted.

IV Treasurer's Report:

1. The Balance Sheet and Income / Expense Statement for period ending November, 1995 was provided to each board member. This Balance Sheet indicated that the total assets of the corporation as of this date were \$1,910,498.93 or a change of minus \$46,161.54 since the October 31, 1995 report.

2. Assessments for 1995 are at 91% . \$1,034,466 have been collected to date this includes assessments from previous years.

V. Foremans Report. Grading and shoulder work is proceeding on schedule. A walkway is in the process of being prepared for pedestrians from P.K. to the Town Center on Lotus Blossom.

VI. Committee Reports. None

VII. Unfinished Business. The walkway on Lotus Blossom was discussed. Pre-formed concrete strips are available from South Point Rental for this walkway .Motion (M26-DEC-95) was made by Steve McKinney and seconded by Al Garcia to purchase these strips. After much discussion it was determined that the corporation's road committee should look at this proposal and recommend action to the board on this item, based upon this ,the motion was tabled until the January meeting.

H.O.V.E. ROAD MAINTANENCE CORPORATION - MINDEC

VIII. New Business:

1. There was a break in of the office last month. Nothing of value other than extra speakers for the computer was taken. Iron bars are required for back windows to take care of this problem. It was determined that this item (A20-DEC-95) be reported to the owner of the property "Ken Arbo" for action.

2. T-Shirts for crew. It was determined that T-Shirts would be furnished to the work crew. Motion (M28-DEC-95) was made by Frank Harper and seconded by Steve Mckinney that we purchase these T-Shirts. This was approved by the board, however the Office Manager was directed to wait until the first of January to order in the event someone else might want to purchase a "Road Corporation" T-Shirt.

3. Bids for rock and oil for 1996 were opened. Bids for rock chips were received from three bidders - West Hawaii Concrete, Kona Cinder & Soil and Soil Plus. The lowest bidder was Kona Cinder & Soil who bid \$12.75/ton for 3/4 and \$14.90 for 3/8 screening. Only one bid was received for CRS2 Oil this was from Big Island Asphalt and was for \$1.66/gal. Motion (M29-DEC-95) was made by Frank Harper and seconded by Steve McKinney and approved by the board that we accept the bids submitted by Kona Cinder & Soil for the rock chips and the bid submitted by Big Island Asphalt for the CRS2 oil.

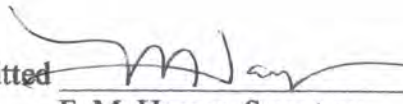
XI Executive Session:

1. Board went in to *Executive Session* at 5:02 to determine what action should be taken for Christmas for the Corporation's full time workemployees. It was determined That a \$500 Christmas bonus be given to each full time employee to serve as a clothing allowance

2. Board adjourned from *Executive Session* at 5:14.

IX. Meeting Adjourned ; at 5:15 PM.

Submitted


F. M. Harper, Secretary

Approved


Bob Self, President

December 5, 1995

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to identify items: "M" = Motion, "R" = Resolution. and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A13-AUG-95</u> Widen Lotus Blossom by shopping center for safety reasons	Safety hazard for school children	Awaiting "Chip & Seal"
<u>A14-OCT-95</u> Explore actions required to down size Road Corporation after roads are completed.	Committee request	Small Business Development Report submitted.
<u>A15-OCT-95</u> Herbicide training for road crew	Suggested by Board	Crew Member has training.
<u>A16-OCT-95</u> Control of truck hauling cinders during early morning hours	President will contact police again on this item	Police & Truck Co. contacted
<u>A17-OCT-95</u> Issue "Bid Proposals" for oil, chips & base materials for 1996	Office will issue "Bid - Proposals"	Issued.
<u>A18-OCT-95</u> Have legal Committee research if property dedicated to County can rezoned.	Requested by Board Member at Annual meeting.	Tito looking into this item.
<u>M15-MAY-95</u> Dispose of old Dot Matrix printer	Approved by board	Notices put out for bid.
<u>M25-OCT-95</u> Expend \$4,500 to upgrade Computer and dispose of old computer by bid.	Requested by Office	Computer received.

(Next Action item -A19, Resolution -R5, Motion - M26)

Motion & Resolution Report (M & R Report)

7 March 1995

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to identify items: "M" = Motion, "R" = Resolution, and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A1-JAN-95</u> Road committee is to contact Public Works on legal distances for signs	Unknown	
<u>A2-JAN-95</u> Establish - Update 5 Year Plan for future road improvements.	Action Required :	Unknown 1. Appoint committee. 2. Establish report date.
<u>A3-FEB-95</u> Get legal advice on sending out intent to foreclose by our office ?	Unknown	
<u>A4-FEB-95</u> Submit "Standing Rules" to Board	Draft being prepared	For March 7
<u>A5-FEB-95</u> Interest on Assessments owed ?	Finance Comm.	For March 7.
<u>R1-FEB-95</u> Thanking George Tilford and Bill Noxon for their years of service to the community	Passed	Action completed
<u>M5-FEB-95</u> General authorization to pay bills.	Passed	Action completed
<u>M-6-FEB-95</u> Weed Control - one (1) cut @ \$2,700	Passed	Contract being signed
<u>M7-FEB-95</u> Purchase of road signs @\$2,632.25	Passed	Signs being purchased
<u>M8-FEB-95</u> Disposal of surplus equipment.	Passed	Unknown
<u>M9-FEB-95</u> Establish lien release fee of \$100	Passed	Action completed
<u>M10-FEB-95</u> Create new laborer position	Passed	Action completed
<u>M11-FEB-95</u> Change financial advisor & transfer funds	Passed	Advisor changed to Smith-Barney

Motion & Resolution Report (M & R Report)

6 June, 1995

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to identify items: "M" = Motion, "R" = Resolution, and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A2-JAN-95</u> Establish - Update 5 Year Plan for future road improvements.	Action Required : 1. Appoint Chairman 2. Determine action required.	Steve McKinney Proposed action due June Meeting
<u>A7-APR-95</u> Review By-laws changes for submission to membership.	Committee report provided to board	Held over to June
<u>A9-MAY-95</u> Reward for information on anyone vandalizing traffic signs.	Unknown	Unknown
<u>A10-MAY-95</u> List of questions for members	To Bylaws Committee Report due 6 June	
<u>M12-MAY-95</u> Legal advice on Workman's Comp. & Physical exam for new hires	Unknown	Unknown
<u>M13-MAY-95</u> Proposed budget for 1996	Approved by Board	For annual report
<u>M14-MAY-95</u> Standard Operating Procedures (SOP's)	Approved by Board	To be attached to Bylaws.
<u>M15-MAY-95</u> Dispose of old Dot Matrix Printer	Approved by Board	Put out for bids.

(Next Action item -A11, Resolution -R3, Motion - M16)

8 July, 1995

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to identify items: "M" = Motion, "R" = Resolution, and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A2-JAN-95</u> Establish - Update 5 Year Plan for future road improvements. Revised. to a 3 Year Plan	Action Required : 1. Appoint Chairman 2. Determine action required. 3. Final Report	Steve McKinney .Draft due Aug. meeting Due Dec 95
<u>A9-MAY-95</u> Reward for information on anyone vandalizing traffic signs.	Post signs on reward	Unknown <i>posted</i>
<u>A10-MAY-95</u> List of questions for members	To Bylaws Committee	Reported to board
<u>A11-JUN-95</u> Prepare specifications for Hoe-Ram & put out bid requests	Bids sent out 6/20/95	To be opened at Aug meeting.
<u>M12-MAY-95</u> Legal advice on Workman's Comp. & Physical exam for new hires	Contact Lawyer	Action completed.
<u>M15-MAY-95</u> Dispose of old Dot Matrix printer	Approved by board	Unknown
<u>M16-JUN-95</u> Proposed changes to bylaws; Art 2.01, 2.12, 3.01, 3.03, and 9.10	Approved by board	To be submitted to General Membership
<u>M17-JUN-95</u> Purchase 5 KW generator	Approved by board	Purchased 6/14/95
<u>R4-JUN-95</u> To allow the Office Manager to make technical changes to reflect bylaws changes	Approved by board	To be submitted to General Membership

(Next Action item -A12, Resolution -R5, Motion - M18)

1 August 1995

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to identify items: "M" = Motion, "R" = Resolution, and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A2-JAN-95</u> Establish - Update 5 Year Plan for future road improvements. Revised. to a 3 Year Plan	Action Required : 1. Appoint Chairman 2. Determine action required. 3. Final Report	Steve McKinney .Draft due Aug. meeting Due Dec 95
<u>A11-JUN-95</u> Prepare specifications for Hoe-Ram & put out bid requests	Bids sent out 6/20/95	To be opened at Aug meeting.
<u>A12-JUL-95</u> Investigate status of County property in HOVE for possible rezoning ??	Requested by Member at meeting.	Unknown
<u>M15-MAY-95</u> Dispose of old Dot Matrix printer	Approved by board	Unknown
<u>M16-JUN-95</u> Proposed changes to bylaws; Art 2.01, 2.12, 3.01, 3.03 and 9.10	Approved by board	To be submitted to General Membership
<u>M18-JUL-95</u> Purchase 1981 Ford Pickup for \$3000.	Approved by Board	Purchased.
<u>M19-JUL-95</u> Suspend rules to consider purchase of Brush Mower.	Disapproved by Board	None
<u>R4-JUN-95</u> To allow the Office Manager to make technical changes to reflect bylaws changes	Approved by board	To be submitted to General Membership

(Next Action item -A13, Resolution -R5, Motion - M20)

January 2, 1995

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to identify items: "M" = Motion, "R" = Resolution, and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A18-OCT-95</u> Have legal Committee research if property dedicated to County can rezoned.	Requested by Board Member at Annual meeting.	Tito looking into this item.
<u>A20-DEC-95</u> Install iron bars on back windows	Referred to owner	?????? Installed
<u>M15-MAY-95</u> Dispose of old Dot Matrix printer	Approved by board	\$5.00 bid recieved
<u>M25-OCT-95</u> Dispose of old computer by bid.	Approved by board	?????? to be opened 1/2/96
<u>M26-DEC-95</u> Purchase concrete strips for Walkway	Tabled until January Board meeting.	
<u>M27-DEC-95</u> Purchase T-Shirts for crew	Approved by board	?????? Crew choosing sizes + colors.
<u>M28-DEC-95</u> Recieve bids for rock & oil	Bids opened and approved	Kona Cinder & Soil and Big Island Asphalt low bidders

(Next Action item for 1996 -A1, Resolution -R1, Motion - M1)

6 November 1995

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to indentify items: "M" = Motion, "R" = Resolution. and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A13-AUG-95</u> Widen Lotus Blossom by shopping center for safety reasons	Safety hazard for school children	Awaiting Ram - Hoe to finish
<u>A14-OCT-95</u> Explore actions required to down size	Committee request	Approved by Board
<u>A15-OCT-95</u> Herbicide training for road crew	Suggested by Board	????
<u>A16-OCT-95</u> Control of truck hauling cinders during early morning hours	President will contact police again on this item	???? Kona Cinders + Soil and Police Captain Contacted
<u>A17-OCT-95</u> Issue "Bid Proposals" for oil, chips & base materials.	Office will issue "Bid -	???? Awaiting specs.
<u>A18-OCT-95</u> Have legal Committee research if property dedicated to County can rezoned.	Requested by Board Member at Annual meeting.	???? Tito looking into County owned parcels
<u>M15-MAY-95</u> Dispose of old Dot Matrix printer	Approved by board	???? Notices put out for bid to purchase.
<u>M24-OCT-95</u> Long Range Plan for Road Corp.	Submitted	Approved by Board
<u>M25-OCT-95</u> Expend \$4,500 to upgrade Computer and dispose of old computer by bid.	Requested by Office	Approved by Board

(Next Action item -A19, Resolution -R5, Motion - M26)

Motion & Resolution Report (M & R Report)

4 April 1995

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to identify items: "M" = Motion, "R" = Resolution, and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A1-JAN-95</u> Road committee is to contact Public Works on legal distances for signs	Unknown	
<u>A2-JAN-95</u> Establish - Update 5 Year Plan for future road improvements.	Action Required :	Unknown 1. Appoint committee. 2. Establish report date.
<u>A4-FEB-95</u> Submit "Standing Rules" to Board	Draft being prepared	For April 4
<u>R2-MAR-95</u> Thanking Bob Abel for his years of service to Road Corp. & Community.	Passed	Action completed

(Next Action item -A6, Resolution -R3, Motion - M12)

Motion & Resolution Report (M & R Report)

2 May 1995

This report is prepared to inform board members of the status of all motions and resolutions or other items requiring action made at previous board meetings. As action is taken, these items will be removed from the report. This report is for the current calendar year and does not try to reconstruct previous board action. The following code is used to identify items: "M" = Motion, "R" = Resolution, and "A" Action required either by board or Road Maintenance Corporation.

<u>Motion/Resolution</u>	<u>Status</u>	<u>Action Taken</u>
<u>A2-JAN-95</u> Establish - Update 5 Year Plan for future road improvements.	Action Required :	Unknown
	1. Appoint committee.	
	2. Establish report date.	
<u>A6-APR-95</u> Review and approve budget for 1996	Draft of budget provided to board	Held over to May
<u>A7-APR-95</u> Review By-laws changes for submission to membership.	Committee report provided to board	Held over to May
<u>A8-APR-95</u> Review "Standing Operating Orders"	Draft provided	Held over to May
<u>M12-APR-95</u> Pay heirs of Mr Perdek \$300 for Tank	Unknown	Unknown
(Next Action item -A9, Resolution -R3, Motion - M13)		<i>4/24/95 check sent ja</i>