

**Hawaiian Ranchos Road Maintenance Corporation**  
**Executive Meeting Minutes**  
**92-1347 Kohala Blvd., Ocean View, HI 96737**  
**February 10, 2018**

**In Attendance:** Mats Fogelvik, Mike Gerbo, Tom Kraft, Linda Somers, Phillis May, and Sterling Quier.  
**Excused:** Tammie Ewers, Gabe Hechler, and Brian Lampron.

**President,** Phillis May called the meeting to order at 9:30 am. Quorum determined.

This meeting has been called to review, discuss, and make decisions concerning the following contracts. Decisions will be announced at the next regularly scheduled board meeting.

**Road Maintenance Contract requiring immediate attention.** The board reviewed the road maintenance contract with Kahalana Contracting. Adjustments to the proposal were discussed and made. A motion was made by Mats and seconded by Sterling to accept the contract and terms of payment as finalized in the contract. All were in favor of accepting the proposal. Motion carried.

**Security Gate and Fence.** Mats Fogelvik reached out to several companies for quotes to install a gate to access entry into the parking lot and Road Maintenance building and office. He has gotten replies from two businesses. There will be a lock box and a bulletin board with placement to be determined. A motion was made by Sterling Quier and seconded by Linda Somers to have a fence installed from Hawaii Fence Pro for a cost of \$2,800. All were in favor. Mats will contact Hawaii Fence Pro to start the installation.

**Road Maintenance Employee Contract/Agreement.** The board discussed the job description draft which includes the maximum weekly hours (19-1/2 hours). Tom Kraft will make revisions and provide to Phillis May for final review. A motion was made by Sterling and seconded by Mike to make revisions and simplify the job description and include duties and the maximum hours/week. All were in favor.

Sterling made the motion to adjourn the meeting at 10:46 am. Seconded by Mike. All in favor.

Respectfully submitted by Ellen Quier on behalf of Linda Somers.

**Next Board of Directors Meeting: Wednesday, March 14, 2018 @ 4:00 PM**