

**DEPARTMENT OF WATER SUPPLY
COUNTY OF HAWAI‘I
WATER BOARD MEETING
AGENDA**

MEETING DATE: December 18, 2007

PLACE: Hilo Operations Center Conference Room; 889 Leilani Street, Hilo, Hawai‘i

TIME: 10:00 a.m.

- 1) CALL TO ORDER - 10:00 a.m. (*please turn cell phones off or set to silent*)
- 2) STATEMENTS FROM THE PUBLIC
- 3) APPROVAL OF MINUTES - Minutes of the November 27, 2007, Water Board Meeting
- 4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA (if necessary)
(**Note: Addendum requires Roll Call Vote**)
- 5) SOUTH HILO:

A. **ANDRADE CAMP WATER SYSTEM IMPROVEMENTS AGREEMENT:**

The DWS and the County are entering into Agreements with the USDA-RUS Loan/Grant program to provide funding for the subject project that has been approved for a 75% grant and 25% loan by USDA. The Andrade Camp Association has agreed to contribute to the project by reimbursing the DWS/County in the amount of the USDA loan, along with the interest and expenses associated therewith. This agreement is to specify the terms and conditions of the contribution by the Association to DWS. The estimated loan amount will be \$147,000.00 with an estimated interest rate of 4.125% (actual rate determine at loan closing) and the payback period is for 35 years.

RECOMMENDATION: It is recommended that the Board approve this agreement for the Association payback to DWS/the County and that either the Chairman or Vice-Chairman be authorized to execute the agreement, subject to approval of our Corporation Counsel.

6) MISCELLANEOUS:

A. **DEDICATION OF WATER SYSTEMS:**

We received the following documents for action by the Water Board. The water systems have been constructed in accordance with the Department’s standards and are in acceptable condition for dedication.

1. **GRANT OF EASEMENT AND BILL OF SALE**

Grantor: David J. Berman

TMK: (3) 2-4-005:004

E.W.O.: 2007-099

Lots: 1-Existing, 10-Additional

Facilities Charge: \$56,190.00

Final Inspection Date: 8/30/2007

Water System Cost: \$93,430.00

Zoning: A-3a

Paid: 7/12/2007

2. **GRANT OF EASEMENT AND BILL OF SALE**
 Subdivision Application: 99-134
 Grantor: Hilo One, Incorporated
 TMK: (3) 2-7-003: 027 Portion
 E.W.O.: 2007-016
 Lots: 9
 Facilities Charge: \$50,690.00
 Final Inspection Date: 5/14/2007
 Water System Cost: \$51,000.00
 Zoning: RS-15
 Paid: 7/25/2007

3. **GRANT OF EASEMENT**
 Andrade Camp Water System Improvements
 Grantor: Continental Pacific, LLC
 TMK: (3) 2-8-007: 090
 E.W.O.: 2007-008

4. **GRANT OF EASEMENT**
 Andrade Camp Water System Improvements
 Grantors: Richard Ha Jr. and June Dale Ha
 TMK: (3) 2-8-004: 005 Portion
 E.W.O.: 2007-008

5. **GRANT OF EASEMENT AND BILL OF SALE**
 M & K Kona Subdivision (Sub. No. 2004-000223)
 Grantor: Lower Kaloko, Inc.
 TMK: (3) 7-3-025: 069 (Roadway Lot)
 E.W.O.: 2007-082
 Lots: 6
 Facilities Charge: \$27,500.00
 Final Inspection Date: 11/07/2007
 Water System Cost: \$37,770.00
 Zoning: FA-3A
 Paid: 3/05/2007

RECOMMENDATION: It is recommended that the Water Board accepts these documents subject to the approval of the Corporation Counsel and that either the Chairman or the Vice-Chairman be authorized to sign the documents.

B. MATERIAL BID NO. 2007-06, FURNISHING AND DELIVERING TEMPORARY POTABLE WATER STORAGE TANKS:

In the Department's original request for bids for this contract, the specifications were not clear as to the appropriate type and design for a roof/cover system for the three (3) temporary tanks ordered through this contract. Therefore, the supplier, Puna Water Services, Inc. dba WaterWorks, included a roof/cover system in their proposal that does not meet the Department's water quality requirements. The roof/cover system in the supplier's original proposal could allow for contamination from rain, debris, birds, etc.

The Department intends to request quotations for a roof/cover system that meets the necessary water quality requirements. A report will be given and recommendations for Board action will be made at the meeting.

C. **KONA COMMUNITY HOSPITAL:**

Mr. Eric Willis to address the Water Board, followed by discussion.

D. **FOSTER KERN LLC, TAX MAP KEY (3) 1-6-003:005 (PORTION) AND 108 ULUPONO CENTER:**

This Agenda item was deferred at the November 27, 2007, Water Board Meeting. Request was for cancellation of a waterline easement by Foster Kern LLC.

RECOMMENDATION: It is recommended that this Agenda item be deleted. An alternate resolution to this concern has occurred.

E. **VEHICLE BID NO. 2007-08, FURNISHING AND DELIVERING VEHICLES TO THE DEPARTMENT OF WATER SUPPLY:**

Bids will be opened on December 13, 2007; and a report and recommendation will be provided at the meeting.

F. **WATER RATE STUDY 2007:**

This Agenda item was deferred at the November 27, 2007, Water Board Meeting. For general discussion.

G. **BANKING AND CASH MANAGEMENT:**

This Agenda item was deferred at the November 27, 2007, Water Board Meeting. See attached report on the recommendation for bank checking account service and criteria used for selection.

H. **DEPARTMENT OF WATER SUPPLY MOTTO:**

This Agenda item was deferred at the November 27, 2007, Water Board Meeting. Attached is a list of three mottos to be decided upon. Discussion to follow regarding selection.

I. **MONTHLY PROGRESS REPORT:**

Submission of Progress Report of Projects by the Department (see attached). Department personnel will be available to respond to questions by the Board regarding the status/progress of any project.

J. **REVIEW OF MONTHLY FINANCIAL STATEMENTS:**

Submission of financial statements and information relating to the financial status of the Department. Department personnel will be available to respond to questions by the Board relating to the financial status of the Department.

K. **MANAGER'S REPORT:**

- 1) The Manager will provide the status of the Palani Road Transmission Waterline project.
- 2) The Manager will provide a status of the Hawaiian Ocean View exploratory well.
- 3) The Manager will provide a status of the Kona Water Quality.
- 4) The Manager will provide an update on negotiations with Kamehameha Investment Corporation.

L. **BOARD MEMBERS' SERVICE:**

Section 13-4(d) of the County Charter allows a Board Member to serve an additional ninety days or until a successor is appointed and confirmed, whichever comes first.

RECOMMENDATION: Pursuant to Section 13-4(d) of the County Charter, expired term Board Members will be allowed to serve an additional ninety days or until their successor is appointed and confirmed, whichever comes first, if desired to.

M. **ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON FOR 2008:**

Board to elect Chairperson and Vice-Chairperson for the 2008 term.

N. **EXECUTIVE SESSION:**

The Board anticipates convening an executive meeting to consider the evaluations of the Manager, as authorized by Hawai'i Revised Statutes, Sections 92-4 and 92-5(a)(2). A two-thirds vote, pursuant to HRS Section 92-4, is necessary to hold an executive meeting.

O. **MANAGER'S EVALUATION:**

Discussion/Action on Manager's evaluation and compensation.

P. **CHAIRMAN'S REPORT:**

Chairman to provide comments and/or information relating to matters of concern to the Water Board.

7) **ANNOUNCEMENTS:**

1. **Next Meeting:**

The next meeting of the Water Board will be held on January 22, 2008, 10:00 a.m., in the Department of Water Supply, Hilo Operations Center Conference Room, 889 Leilani Street, Hilo, Hawai'i.

8) **STATEMENTS FROM THE PUBLIC**

9) **ADJOURNMENT**

The meeting place is accessible to persons with disabilities. If you require use of an auxiliary aid or other access accommodation, please contact Doreen Shirota at 961-8050 as soon as possible or at least 5 days prior to the meeting.

The Department of Water Supply is an Equal Opportunity provider and employer.

Notice to Lobbyists: If you are a lobbyist, you must register with the Hawai'i County Clerk within five days of becoming a lobbyist. {Article 15, Section 2-91.3(b), Hawai'i County Code} A lobbyist means "any individual engaged for pay or other consideration who spends more than five hours in any month or \$275 in any six-month period for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials." {Article 15, Section 2-91.3(a)(6), Hawai'i County Code} Registration forms and expenditure report documents are available at the Office of the County Clerk-Council, Hilo, Hawai'i.