

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

MEETING DATE: September 25, 2012

TIME: 10:00 a.m.

PLACE: Department of Water Supply, Operations Center Conference Room, 889 Leilani Street, Hilo, HI

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 August 28, 2012, Water Board meeting

4) **APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA**
(Note: Addendum requires Roll Call Vote)

5) **NORTH KONA:**

A. **SECURITY AGREEMENT REGARDING COST-SHARING OF PALANI TRANSMISSION SYSTEM UNDER THE KEAHUOLU LANDS WATER RESOURCE DEVELOPMENT AGREEMENT PERTAINING TO LOTS 1 AND 2, TMK: NO. (3) 7-4-020 (PORTION):**

(This Item was deferred at the August 28, 2012, meeting.)

For approval.

RECOMMENDATION: It is recommended that Water Board approve the subject agreement, and that the either the Chairperson or Vice-Chairperson be authorized to execute the agreement, subject to review as to form and legality by Corporation Counsel.

B. **KONA SEASCAPE – AMENDED FOURTH AMENDMENT OF WATER FACILITIES AGREEMENT:**

Owner of TMK (3) 7-3-010-053 ("Lot 4") seeks to clarify with an amendment to the Fourth Amendment of Water Facilities Agreement dated May 9, 2012, that the extension granted to provide engineering and design work applies to Lot 4, in

addition to TMK (3) 7-3-010-052 ("Lot 3"), as the parcels are now owned by different entities.

RECOMMENDATION: It is recommended that Water Board approve the subject agreement, and that the either the Chairperson or Vice-Chairperson be authorized to execute the agreement, subject to review as to form and legality by Corporation Counsel.

6) **KA'U:**

A. **HAWAIIAN OCEAN VIEW ESTATES STANDPIPE FACILITY:**

For discussion.

7) **MISCELLANEOUS:**

A. **DEDICATION OF WATER SYSTEMS:**

The Department has 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. **LICENSE NO. 764**

(Non-Exclusive Right) (Benefit (B))

Lālāmilo Offsite Water Systems and New Lālāmilo 1.0 MG Reservoir

Licensors: State of Hawai'i, Department of Hawaiian Home Lands

Tax Map Key: (3) 6-6-001:077 portion

Final Inspection Date: *TBA*

Water System Cost: *TBA*

2. **GRANT OF EASEMENT** (for water meter purposes)

Grantors: Chad Los Banos and Janet C.M. Los Banos

Tax Map Key: (3) 2-5-040: portion 033

3. **BILL OF SALE**

Sellers: Plant Mason Family Trust

Tax Map Key: (3) 2-6-032: 006

Facilities Charge: \$32,220.00 Date Paid: September 14, 2012

Final Inspection Date: August 12, 2012

Water System Cost: \$301,250.00 (Shared with No. 4 below)

4. **BILL OF SALE**

Seller: Kulana Kea, LLC

Tax Map Key: (3) 2-6-032: 004 & 005

Facilities Charge: \$12,090.00 Date Paid: Aug. 31, 2012

Final Inspection Date: August 12, 2012

Water System Cost: (See No. 3 above)

5. **GRANT OF EASEMENT** (For Fire Hydrant purposes)

Grantors: Leonard B. Cardoza and Sandra S. Cardoza

Tax Map Key: (3) 2-6-032: portion 022

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

B. **PROFESSIONAL SERVICES AGREEMENT, SERVICE LATERAL INSTALLATION WITHIN STATE RIGHT-OF-WAY:**

The above-mentioned Item involves a consultant agreement to provide the Department with approved plans to install service laterals within the State Right-of-Way island-wide, on an as-needed basis.

The selected vendor, Imata & Associates, Inc., will provide said services for the Hilo and Puna districts for \$8,590.00 per plan, Hāmākua and Ka‘u districts for \$9,100.00 per plan, and Kamuela, Kohala and Kona districts for \$9,160.00 per plan, with a limit not to exceed \$100,000.00. The contract will be effective from July 1, 2012 to June 30, 2013.

RECOMMENDATION: It is recommended that the Board award PROFESSIONAL SERVICES AGREEMENT, SERVICE LATERAL INSTALLATION WITHIN STATE RIGHT-OF-WAY, to Imata & Associates, Inc., at the fees listed above, and that either the Chairperson or the Vice-Chairperson be authorized to execute the contract, subject to the approval of Corporation Counsel.

C. **MATERIAL BID NO. 2012-01, FURNISHING AND DELIVERING WATER METERS, BRASS GOODS, FIRE HYDRANTS, VALVES, CHLORINATORS, PUMPS, PIPES, FITTINGS, SCADA, MOTORS, AND MISCELLANEOUS ITEMS FOR THE DEPARTMENT OF WATER SUPPLY STOCK:**

At the May 22, 2012 and June 24, 2012, Water Board meetings, the Board awarded the following Sections to the vendors with the lowest bid:

Section 51 – Surge Protection Devices to Akamai Controls, LLC
Section 53 – Grounding Equipment to OneSource Distributors, LLC
Section 57 – Communication Hardware to TK Process Hawai‘i, LLC
Section 59 – Industrial Electronic Components to Dynatek, Inc.
Section 85 – Light-Emitting Diode (LED) Luminaries to TK Process Hawai‘i, LLC

These sections should have been labeled as Sections 51A, 53A, 57A, 59A and

85A, due to an Addendum that was previously issued. These changes do not affect the contract totals in any way.

RECOMMENDATION: It is recommended that the Board approve the changes of the labeling of the Sections as described above for MATERIAL BID NO. 2012-01, FURNISHING AND DELIVERING WATER METERS, BRASS GOODS, FIRE HYDRANTS, VALVES, CHLORINATORS, PUMPS, PIPES, FITTINGS, SCADA, MOTORS, AND MISCELLANEOUS ITEMS FOR THE DEPARTMENT OF WATER SUPPLY STOCK.

D. AD HOC FINANCE COMMITTEE REPORT:

The Water Board's Ad Hoc Finance Committee Chairperson, Mr. Art Taniguchi, has been investigating the three focus areas (DWS's policies on credit card use, cash control and vehicle take-home), which encompass the scope of the Committee's work. At this meeting, the Committee may do the following:

- Discussion of DWS's cash handling procedures and proposed changes. Discussion may include a possible switchover to Oahu's billing system.

E. ENERGY MANAGEMENT ANALYST UPDATE:

The Energy Management Analyst will provide an update on significant changes or noteworthy areas relating to energy use and the Department's Green Initiatives.

F. MONTHLY PROGRESS REPORT:

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

G. 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.

H. MANAGER-CHIEF ENGINEER'S REPORT:

The Manager-Chief Engineer will provide an update or status on the following:

1. Palani Road Transmission Waterline Project
2. Hawaiian Ocean View Estates Project
3. Kawaiilani Tank update
4. Pu'ukala/Kona Ocean View Properties Subdivision Improvement District Update
5. Waikoloa Reservoir No. 1 update
6. Public Information and Education Specialist Update
7. Recognition of Service Retirement

I. CHAIRPERSON'S REPORT:

Chairperson will raise issues of interest to the Board.

8) **ANNOUNCEMENTS:**

1. **Next Regular Meeting:**

The next meeting of the Water Board will be held at 10:00 a.m. on October 23, 2012, at Department of Water Supply, Operations Center Conference Room, 889 Leilani Street, Hilo.

2. **Following Meeting:**

The following meeting of the Water Board will be held at 10:00 a.m. on November 27, 2012, at West Hawai'i Civic Center, Community Center, Bldg. G, 74-5044 Ane Keohokalole Hwy, Kailua-Kona.

9) **ADJOURNMENT**

Anyone who requires an auxiliary aid or service for effective communication or a modification of policies or procedures to participate in this Water Board Meeting should contact Janet Snyder, Secretary, at 961-8050 as soon as possible, but no later than five days before the scheduled meeting. **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.