

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

MEETING DATE: November 27, 2012

TIME: 10:00 a.m.

PLACE: West Hawai'i Civic Center, Community Center, Bldg. G, 74-5044 Ane Keohokalole Hwy, Kailua-Kona, 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 October 23, 2012, Water Board meeting

4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA

(Note: Addendum requires Roll Call Vote)

5) SOUTH HILO:

**A. JOB NO. 2012-10 – REPAIR AND MAINTENANCE OF AIR
CONDITIONING SYSTEM, WAIĀKEA OFFICE PLAZA, DEPARTMENT
OF WATER SUPPLY:**

(This Item was deferred from the October 23, 2012, Board meeting.)

Bids were opened on October 18, 2012, at 2:00 p.m., and the following are the bid results.

Bidder	Monthly Maintenance Amount	Total w/estimated repair cost
Oahu Air Conditioning Service, Inc.	\$1,608.75	\$5,172.75
Heide & Cook, LLC	Non-Responsive	N/A

Maintenance Cost to June 30, 2013 (inclusive):

Oahu Air Conditioning Services, Inc. \$1,608.75/mo. = \$11,261.25

Hourly Labor Rates for repair:

Regular Journeyman \$ 118.00/hr.

Regular Helper	\$ 80.00/hr.
Emergency Journeyman	\$ 118.00/hr.
Emergency Helper	\$ 80.00/hr.
Emergency O.T. Journeyman	\$ 177.00/hr.
Emergency O.T. Helper	\$ 120.00/hr.

Option Contract Year Monthly Maintenance Cost
(July 1, 2013 – June 30, 2014): \$1,481.67/mo.

RECOMMENDATION: It is recommended that the Water Board award the contract for Maintenance Bid No. 2012-10, REPAIR AND MAINTENANCE OF AIR CONDITIONING SYSTEM, WAIĀKEA OFFICE PLAZA, DEPARTMENT OF WATER SUPPLY, to the lowest responsible bidder, Oahu Air Conditioning Services, Inc. for \$11,261.25, and the associated labor costs for repairs as necessary during the maintenance period. It is further recommended that either the Chairperson or Vice-Chairperson be authorized to sign the contract subject to review as to form and legality by Corporation Counsel.

6) NORTH KONA:

A. AMENDMENT TO AGREEMENT REGARDING DEVELOPMENT OF SOUTH WAI‘AHA SYSTEM AND AMENDMENT TO AGREEMENT REGARDING DEVELOPMENT OF NORTH WAI‘AHA SYSTEM:

(Deferred at the October 23, 2012, Board meeting.)

RECOMMENDATION: It is recommended that this matter be withdrawn, as on November 14, 2012, Kohanaiki Shores, LLC, submitted a revised agreement for consideration.

B. AMENDED AND RESTATED AGREEMENT REGARDING DEVELOPMENT OF SOUTH WAI‘AHA WATER SYSTEM AND TERMINATION OF THE AGREEMENT REGARDING THE DEVELOPMENT OF THE NORTH WAI‘AHA WATER SYSTEM:

The developers of the South Wai‘aha System and North Wai‘aha System, Wai‘aha System, LLC and Wai‘aha System II, LLC, respectively, would like to amend the existing agreements. There will be new members, as previous members of each agreement have executed “redemption agreements,” releasing them from the respective agreements. There will be one amended agreement inclusive of both existing agreements identifying the terms and members of the agreement. The parties to this proposed Amended Agreement are the Water Board of the County of Hawai‘i, Waiaha System, LLC, Waiaha System II, LLC and Kohanaiki Shores, LLC.

RECOMMENDATION: A recommendation will be provided at the meeting.

7) KA‘U:

A. HAWAIIAN OCEAN VIEW ESTATES STANDPIPE METER ALLOCATION—RE-DOING SIGN-UP PROCESS:

For discussion and possible action. The DWS proposes to terminate the existing allocation of meters, and allow a lottery to re-allocate the standpipe meters, such that five (5) meters will be allocated to Public Utilities Commission-licensed water haulers, one (1) meter will be allocated to a community association, and four (4) meters will be allocated for general usage (i.e., commercial/agricultural/industrial). No more than one meter per hauler/business/individual/family will be allowed.

B. EXECUTIVE SESSION RE: RE-DOING SIGN-UP FOR HAWAIIAN OCEAN VIEW ESTATES STANDPIPE METERS:

The Water Board anticipates convening an executive meeting, closed to the public, pursuant to Hawai‘i Revised Statutes, under 92-5(a)(4) to consult with the Water Board’s attorney on questions and issues pertaining to the Water Board’s powers, duties, privileges, immunities and liabilities. A two-thirds vote, pursuant to HRS Section 92-4, is necessary to hold an executive meeting.

8) 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. 775

Lālāmilo Off-Site Water System

Licensors: State of Hawai‘i Department of Hawaiian Home Lands

Tax Map Key: (3) 6-6-001: portion 077 and 010

Final Inspection Date: November 15, 2012

Water System Cost: \$ 814,651.00

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. 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.

C. PROPOSED RULE CHANGES TO DEPARTMENT OF WATER SUPPLY RULES 3-5 AND 3- 11, REGARDING NEED FOR COMPLIANCE WITH ALL LAWS, RULES AND REGULATIONS:

The Department proposes to add the following language to Rules 3-5 and 3-11 (a Ramseyer version of the proposed rules is available on the Department's website):

3-5 (15): An applicant for water service from a Department of Water Supply standpipe facility shall pay a fee, prior to installation, equal to the Department's estimate of the cost to install, maintain and remove the meter. In addition, the applicant shall pay the monthly standby and consumption charge at rates established by the Board. All applicants/consumers shall comply with all applicable federal, state and county laws, rules and/or regulations.

3-11(2) Water service may be discontinued for any of the following reasons:

(b) Noncompliance with federal, state and county laws, [R]rules and [R]regulations. If the consumer fails to comply with any applicable federal, state or county, laws, rules and/or regulations, [of these Rules and Regulations], the Department has the right to discontinue service...

D. 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.

E. 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.

F. 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.

G. 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. Kawaiiani Tank update
3. Pu'ukala/Kona Ocean View Properties Subdivision Improvement District Update
4. Public Information and Education Specialist Update
5. Employee of the Quarter

H. CHAIRPERSON'S REPORT:

Chairperson will raise issues of interest to the Board.

9) ANNOUNCEMENTS:

1. Next Regular Meeting:

The next meeting of the Water Board will be held at 10:00 a.m. on December 18, 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 January 22, 2013, at Department of Water Supply, Operations Center Conference Room, 889 Leilani Street, Hilo.

10) **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.