

MINUTES

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

November 22, 2011

West Hawai'i Civic Center, Community Center, 74-5044 Ane Keohokalole Hwy, Kailua-Kona

- MEMBERS PRESENT: Mr. Dwayne Mukai, Chairperson
Mr. Robert Meierdiercks, Vice-Chairperson
Mr. David Greenwell
Mr. Kenneth Kaneshiro
Mr. Bryan Lindsey
Mr. Delan Perry
Mr. Rick Robinson
Mr. Art Taniguchi
Mr. Jay Uyeda (arrived at 11:38 a.m.)
Mr. Milton Pavao, Manager-Chief Engineer, Department of Water Supply
(ex-officio member)
- ABSENT: Ms. Bobby Jean Leithead-Todd, Director, Planning Department (ex-officio member)
Mr. Warren Lee, Director, Department of Public Works (ex-officio member)
- OTHERS PRESENT: Ms. Kathy Garson, Assistant Corporation Counsel
Ms. Emarie Carvalho, Legal Technician, Corporation Counsel
- Department of Water Supply Staff
Mr. Quirino Antonio, Jr., Deputy
Mr. Kurt Inaba, Engineering Division Head
Mr. Daryl Ikeda, Chief of Operations
Mr. Keith Okamoto, Engineering Division
Mr. Larry Beck, Engineering Division
Ms. Kanani Aton, Public Information and Education Specialist

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- 1) CALL TO ORDER – Chairperson Mukai called the meeting to order at 10:00 a.m.
Chairperson Mukai welcomed Mr. Robinson to the Water Board.
- 2) STATEMENTS FROM THE PUBLIC
Chairperson Mukai announced that seven written public statements were submitted to the Board.
ACTION: Mr. Meiediercks moved that the written public statements be made part of today's Minutes; seconded by Mr. Kaneshiro, and carried unanimously by voice vote.
- 3) APPROVAL OF MINUTES
The Chairperson entertained a Motion to approve the Minutes of the October 25, 2011, Water Board meeting.

ACTION: Mr. Meierdiercks moved to approve; seconded by Mr. Greenwell, and carried unanimously by voice vote.

The Chairperson entertained a Motion to approve the Minutes of the November 8, 2011, Special Meeting on the Selection of new Manager-Chief Engineer.

ACTION: Mr. Meierdiercks moved to approve; seconded by Mr. Lindsey, and carried unanimously by voice vote.

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

None.

5) PUNA:

A. **JOB NO. 2006-899, CONSTRUCTION OF THE OLA‘A NO. 6 PRODUCTION WELL AND 1.0 MG RESERVOIR:**

The contractor, Isemoto Contracting Company, Ltd., is requesting a contract time extension of 45 calendar days. This is the third time extension request for this project.

Ext. #	From (Date)	To (Date)	Days (Calendar)	Reason
1	5/26/11	11/25/11	183	Delays in receiving approval of the Medium Voltage switchgear submittal from HELCO.
2	11/25/11	12/16/11	21	Delay in receiving test electrical power from HELCO.
3	12/16/11	1/30/12	45	Additional work required by Post Contract Documents (PCD) #8 and #9.
Total Days (including this request)			249	

The project completion date must be extended due to the additional work required by Post Contract Documents (PCD) #8 and #9. PCD #8 added additional plumbing work, which is needed to operate each booster pump’s ball control valve. PCD #9 added additional conduits and control wires for the flow meters at the off-site locations, which is needed to operate the tank control valves.

Staff has reviewed the request, and finds that the extension of 45 calendar days is justified.

The Manager-Chief Engineer recommended that the Board grant this contract time extension of 45 calendar days to Isemoto Contracting Company, Ltd., for JOB NO. 2006-899, ‘OLA‘A NO. 6 PRODUCTION WELL AND 1.0 MG RESERVOIR. If approved, the contract completion date will be extended from December 16, 2011 to January 30, 2012.

MOTION: Mr. Perry moved to approve; seconded by Mr. Taniguchi.

Mr. Inaba said the time extension request mainly involves conduits that needed to be installed.

The Manager-Chief Engineer noted that this well is the fourth one in the area, with the first two wells at the old Puna Sugar plantation mill, and the third in Kurtistown. This fourth well, in Mountain View, will greatly boost the DWS system’s capacity. He noted that the elevation of this latest well is 900 feet, and the well’s water is excellent in quality and is plentiful.

Mr. Robinson sought the Board's indulgence because he is new. He said that he received six months of Minutes and noted that there were many time extension requests. He asked whether DWS makes allowances for time extensions when writing its contracts.

Mr. Inaba explained that a contingency is built into DWS's contracts in terms of funding. Therefore, if there are any changes in terms of dollars, the Department can go ahead and issue a change order so long as it is within the contingency. To get a contract time extension, DWS comes before the Board to get approval to extend the deadline of the contract. He noted that this was different from how the Department of Public Works (DPW) handles things.

The Manager-Chief Engineer said that the difference is that DPW goes to the County Council for approval of projects and funding for projects, but any time extensions are handled by DPW *administratively*. In contrast, DWS is semi-autonomous and the Water Board has absolute control over everything that DWS does. Therefore, when DWS awards a contract, it would be for a specific time, and any time extensions must be approved by the Water Board. The Board approves projects, funding as well as time extensions for any extra or unforeseen work, etc. DWS negotiates with the contractor at the beginning on what both sides consider a fair amount of time to do the project; any time extensions are brought to the Board so that the contract can be extended legally. The reason that there are a lot of time extension requests is because the Board has absolute control.

Chairperson Mukai said that as a point of information, there are a number of time extensions involving the public utility (i.e., HELCO). DWS is working to get that rectified, he said.

ACTION: Motion carried unanimously by voice vote.

6) HĀMĀKUA:

A. **JOB NO. 2007-923, ĀHUALOA WELL DEVELOPMENT – PHASE 2 (PRODUCTION WELL AND 1.0 MG RESERVOIR):**

The contractor, Goodfellow Bros., Inc., is requesting a contract time extension of 42 calendar days. This is the fourth time extension request for this project. Information on the previous time extension requests are detailed below:

Ext. #	From (Date)	To (Date)	Days (Calendar)	Reason
1	8/30/10	2/14/11	168	Delays in receiving drawings from HELCO and changes in electrical design.
2	2/14/11	9/26/11	224	Delays in receiving submittals and review from HELCO for Main Electrical Service Switchgear
3	9/26/11	12/5/11	70	Additional time needed for start-up/testing of Motor Control Center, delays in painting due to moisture, delays in delivery of doors/louvers.
4	12/5/11	1/16/12	42	<i>Additional time needed for DWS technicians, factory representatives, and electricians to complete SCADA work and start-up/testing of the well system.</i>
Total Days (including this request)			504	

In order to standardize on specific SCADA equipment, and in order to be able to configure and program the control system for the Āhualoa well as preferred by DWS, the Department decided to

remove the SCADA portion of work from the contract and have DWS technicians perform the SCADA work. As a result, additional time will be required to complete installation, start-up, and testing of the control system. Factory representatives and the contractor's electricians will also need time to coordinate with DWS staff and complete their portion of the work.

Staff has reviewed the request and finds that the 42 calendar days are justified.

This project is being funded through the American Recovery and Reinvestment Act of 2009 (ARRA). The requested time extension will not affect ARRA funding for this project.

The Manager-Chief Engineer recommended that the Board grant this contract time extension of 42 calendar days to Goodfellow Bros., Inc., for JOB NO. 2007-923, AHUALOA WELL DEVELOPMENT – PHASE 2 (PRODUCTION WELL AND 1.0 MG RESERVOIR). If approved, the contract completion date will be extended from December 5, 2011 to January 16, 2012.

MOTION: Mr. Taniguchi moved to approve; seconded by Mr. Greenwell.

The Manager-Chief Engineer noted that there was a very long delay with HELCO on this project. Without power, there were certain things in the contract that could not be done, along with testing that could not be done. At this point, the contractor needs to do testing, fulfill requirements and make necessary adjustments.

Mr. Inaba said that HELCO power still is not there at the site. DWS's electronic technicians will be programming the SCADA system for this project, and the technicians are coordinating with the contractor to have all of the necessary equipment installed and tested. The problem right now is a scheduling conflict, with DWS staff only available later, as the letter from Goodfellow states.

Mr. Greenwell asked if the technicians are going to test using a portable generator because HELCO power is not there yet.

Mr. Inaba confirmed this. DWS is going to bring in one of its emergency generators large enough to actually run this entire well, he said.

Mr. Greenwell asked if DWS is looking at another delay with HELCO down the road, due to no power availability.

Mr. Inaba said no, and explained that once the technicians test the well and the equipment, the technicians can make sure that everything is operating properly. That will be the acceptance date. The delay lies in actually being able to use the generator full-time while waiting for the HELCO power line to be completed. The power line work started about three weeks ago, and the contractor is on site, Mr. Inaba said.

Mr. Greenwell asked whether DWS will be able to run the system on the portable generator (once the generator is tested).

Mr. Inaba confirmed this.

Mr. Greenwell asked whether it would then just be a matter of waiting for HELCO to hook up the power.

Mr. Inaba said yes. Fuel consumption would be a big issue, but the idea is to do a monthly start-up. The generator will remain on site until HELCO power comes in, he said. DWS does not want the equipment just sitting there without being used. Therefore, DWS is going to crank it up periodically to make sure everything is still running as the end of the warranty period approaches.

Mr. Taniguchi said that according to Goodfellow's letter, it appears that the delay this time is DWS's fault.

Mr. Inaba said yes, the contractor is trying to work the schedule out with the DWS technicians. He noted that DWS has only two electronic technicians for the entire island.

The Manager-Chief Engineer said that the reality is that with only two electronic technicians, there are scheduling problems due to the holidays, vacations, etc. The six-week extension also allows for the generator to be transported to the site and to be started up, etc.; the timing is being calibrated to be right around the current completion date of December 5.

Mr. Meierdiercks said this was rather a good thing because DWS will get to test the generating equipment, will be able to run the generator for a period of time to see how well and how long it can work. It will also enable DWS and the contractor to complete what they have to do there before HELCO hooks up. Therefore, even though there is a delay, DWS gets to run the equipment, fill the tank, and do the testing, etc.

Mr. Inaba said the tank has actually been filled with the surface water from Waimea, and DWS needs to purge the well and flush the lines, etc.

Chairperson Mukai asked whether DWS will be actually testing the water quality while using the portable generator.

Mr. Inaba said that DWS has to do some confirmation sampling. When DWS finishes the first phase, i.e., the well drilling, DWS does test the water quality. However, by the time all of the results come back and a report comes back from the Department of Health (DOH), the contractor will have been demobilized already. For that reason, there is often a requirement to collect confirmation samples. DWS will have to collect confirmation samples when the well is started up, he said.

Mr. Okamoto explained about the report that is required before DWS can use the water. As Mr. Inaba said, the first phase is the exploratory phase, and part of that phase is to test the pump to make sure that there is an adequate quantity of water in the hole. While they are doing the pump test, DWS takes a sample and runs a whole battery of water quality tests. DOH will require DWS to do confirmation testing again, he said. DOH will review all of the data, circulate the data to other agencies, etc. If all goes well, that review will occur during the exploratory phase and DOH will issue a conditional approval, with the four contaminants that DWS must re-test for. Once that re-testing takes place and approval is given, DWS can use the well, Mr. Okamoto said.

Chairperson Mukai asked who owns the portable generator.

The Manager-Chief Engineer said that it belongs to DWS; the portable generator is among eight generators that were obtained through federal funds secured during the administration of then-Mayor Harry Kim. The generators are stationed at strategic locations island-wide, including hospitals. DWS tests the generators once a month to make sure everything works.

Chairperson Mukai asked about the cost associated with moving this generator to the Āhualoa site.

Mr. Inaba said that the contractor will move it as their expense.

Chairperson Mukai noted that the pump at the Ocean View well worked fine after all, despite fears that it would not function after being submerged for so long. He asked why DWS did not use one of the portable generators to test the pump in Ocean View.

The Manager-Chief Engineer said that the pump at Ocean View did run. The problem now is that the pump is a three-phase pump, and the current and amps in the phases are unbalanced. The pump has safety features that knock the pump off when the phases are unbalanced. Every time DWS runs the Ocean View pump, the pump knocks off because the phases are not balanced.

Chairperson Mukai said okay, the Board is not discussing the Ocean View project right now; in future situations like this, DWS should use a portable generator to test the pump. In any case, it is food for thought, he said.

ACTION: Motion carried unanimously by voice vote.

7) MISCELLANEOUS:

A. DEDICATION OF WATER SYSTEMS:

The Department 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**

Subdivision Application No. 2010-000986
No. of Lots: 3
Zoning: FA-2a
Grantor/Seller: Hawaii Brewery Development Co., Inc.
Tax Map Key: (3) 1-6-141: 024
Construction Completion Date: October 11, 2011
Water System Cost: \$69,583.00

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

Hilo Hillside Estates, Phase I
Subdivision Application No. 93-000090
Tax Map Key: (3) 2-4-008: 014 portion
Grantor/Seller: Moaniala Holdings, LLC
No. of Lots: 143
Zoning: RA-1a
Facilities Charge: \$319,000.00 Date Paid: 1/16/2011
Construction Completion Date: 2/02/2011
Water System Cost: \$529,680.00

The Manager-Chief Engineer 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.

MOTION: Mr. Meierdiercks moved to approve; seconded by Mr. Perry.

Mr. Robinson asked about the second grant of easement and bill of sale. He asked whether the Facilities Charge of \$319,000.00 was on top of the Water System Cost of \$529,680.00, or whether the Water System Cost represents the Facilities Charge and the cost of installation.

Mr. Inaba said no, the Facilities Charge is separate.

ACTION: Motion carried unanimously by voice vote.

B. REPORT OF AD HOC FINANCE COMMITTEE:

No report this meeting.

C. **REPORT OF AD HOC COMMITTEE TO REVISE THE MANAGER-CHIEF ENGINEER'S EVALUATION FORM:**

No report this meeting.

D. **ENERGY MANAGEMENT ANALYST UPDATE:**

No report this meeting.

E. **MONTHLY PROGRESS REPORT:**

No discussion.

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

Mr. Rick Sumada, the Water Works Controller, was on vacation. Chairperson Mukai noted that Mr. Sumada had sent Mr. Taniguchi some information before he went on vacation.

Mr. Taniguchi said he had no major questions.

Chairperson Mukai said the Item would be deferred to next month.

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** – There are some concerns with the contractor, involving having the contractor actually come on site to finish up. The project is basically complete, but there are minor items that need to be handled or fixed, the Manager-Chief Engineer said. Mr. Inaba said the contractor was trying to energize the system when a rock got stuck in the clay valve (which is a pressure-reducing valve). It was a matter of how the contractor decided to energize the system, which is top-down in nature. There probably was an empty line at the bottom, and they were not able to adjust the valve once they opened it. In the meantime, when the water finally hit the bottom, the column of water created a hammer effect which damaged the inlet controls to the tank. They now need to replace some of the straps, etc., that were sheared off. Mr. Inaba said he was trying to get the contractor to go back and take care of it. Mr. Greenwell asked if this meant an extension to the contract. Mr. Inaba said no, because this was something that the contractor caused. The Manager-Chief Engineer said an extension was not justified; if the contractor were to ask for a time extension, DWS would deny it. Mr. Inaba said the sub-contractor is coming back on site, and efforts are being made to get the contractor back on site. He was trying to coordinate the contractor and the sub-contractor. Mr. Inaba said it had been one week since the incident. The Manager-Chief Engineer said that the situation was frustrating, but noted that a clay valve malfunction like this is pretty common in a new water system. That is why DWS urges contractors who are doing a new water system to make sure the system is flushed thoroughly; all it takes is a pebble to get under that seat and it will take out the clay valve. That is exactly what happened here; the system obviously was not flushed enough and a rock got lodged under the diaphragm of the clay valve, the Manager-Chief Engineer said. The pressure-reducing valve that Mr. Inaba was referring to is a valve that automatically reduces a high inlet pressure to a lower outlet pressure; it enables the management of pressure in the system. When a rock gets stuck in the diaphragm, the high pressure translates all the way through, the Manager-Chief Engineer said. Mr. Meierdiercks said he hoped that someone is keeping notes of all of the problems that DWS is having with this contractor, and remind the Board about these problems when CTS

- 2) Hawaiian Ocean View Estates Project – As mentioned earlier, DWS is having major problems with HELCO because the power to the three-phase power to the site is unbalanced and it keeps knocking off the pump (due to the safety features in place). This project is a design-build, and the contractor's electrical consultant is working with HELCO to resolve the issue. HELCO is adamant that they are within the allowable tolerance, and DWS is asking HELCO to prove it. The electrical consultant is working with HELCO to see how the power can be balanced so that the pump does not keep tripping off. The pump keeps tripping off due to a safety feature that prevents the motor from burning. HELCO is being adamant that they are within tolerance, and DWS is adamant that the pump cannot run under these circumstances. Mr. Inaba said that Mr. Jon Arizumi of HELCO had assured him that HELCO is taking the next step by working with the electrical consultant. HELCO is obtaining the equipment information, and is trying to figure out what is going wrong. Mr. Greenwell asked why HELCO does not just put its recorders on to monitor the power. Mr. Inaba said they are doing that, and HELCO is saying that the power to the transformer is within tolerance. Mr. Greenwell said the power to the transformer may be in tolerance, but that is immaterial; what matters is the power to the *pump*. That is why a recorder there at the pump would pinpoint where the problem lies, Mr. Greenwell said. The Manager-Chief Engineer said it is clear that there is an imbalance, as evidenced by the fact that the pump keeps tripping off. Mr. Greenwell noted that DWS is HELCO'S biggest customer, and yet HELCO appears to be the biggest thorn in DWS's side. Mr. Inaba reiterated that HELCO is working with the electrical consultant to correct the problem. The Manager-Chief Engineer noted that because this is a design-build project, the design was done by the contractor and his consultant, and DWS did not have much control over the project. If this were a normal project whereby DWS did the design, DWS would be able to go directly after HELCO. However, because this is a design-build, everything is being done by the contractor and his electrical consultant. Ultimately, this is the contractor's responsibility. Mr. Taniguchi asked how much DWS has paid the contractor already. Mr. Inaba said there is a 2.5 percent retainage, and DWS has paid 3-point-something million dollars. Mr. Inaba said that DWS is telling the contractor that the contractor has to work this problem out. Mr. Taniguchi expressed misgivings that if the amount outstanding is very small, the contractor may not be motivated to make it a priority. The Manager-Chief Engineer said no, the contractor has to come through; he noted that the contractor still has to pay the sub-contractors, and the contractor will want to work with DWS again. Mr. Taniguchi said DWS does not want to get caught in the middle of this thing. The Manager-Chief Engineer said that DWS is indeed caught in the middle. He noted that Ms. Aton was working to arrange a meeting with the Ocean View community to update them on what is going on. He suggested that Mr. Arizumi should be invited to the meeting to explain what is being done to make this thing work. Chairperson Mukai said that although other jurisdictions are increasingly doing design-build projects, DWS should think twice before doing another design-build. He acknowledged that DWS was forced to do a design-build on this particular project due to the severe time constraints. The Manager-Chief Engineer said that DWS has only done two design-build projects in his time at DWS, and both projects were headaches for DWS. He agreed that in this particular case, DWS had to go with design-build in order to encumber the \$6 million within the allowable time. He agreed with the Chairperson that design-build is not a good way to do things, because the Department loses control of the project.
- 3) Pu'ukala/Kona Ocean View Properties Subdivision Improvement District Update – Some of the costs to provide a water system to this 83-lot subdivision will be picked up by the federal government. The subdivision will also get fire protection through this project, which is on the

- 4) Public Information and Education Specialist Update – Ms. Aton reported that the Hawai‘i Tribune-Herald and West Hawai‘i Today covered the story about the Manager-Chief Engineer’s impending retirement and the recruitment for his successor. The Manager-Chief Engineer, Ms. Wanda Kapahu of Human Resources, and Ms. Aton visited each of DWS’s baseyards to give updates. Ms. Aton is arranging for a TV segment in December by Rosey Rosenthal about the Waikoloa Reservoir No. 2, featuring DWS engineers Messrs. Finn McCall and Dave Thomas. Ms. Aton is setting up a meeting in mid-December with the Ocean View community, as a way of breaking the news that the Ocean View facility opening will be delayed. (It was to have possibly opened in January.) Ms. Aton agreed that inviting HELCO to that meeting is a good idea. She will be issuing a press release about the upcoming meeting. On education, Ms. Aton, Ms. Julie Myhre of Operations and Mr. Gerald Yorita of Engineering Division recently made presentations to students at Kalaniana‘ole Elementary and Intermediate School. There will be student field trips to Hilo Baseyard and the Pana‘ewa wells, as well as a visit by Waimea Middle School students to the Waimea Treatment Plant. On conservation, Ms. Aton attended a meeting of the Water Conservation Advisory Group led by DLNR in Honolulu. This group is putting together a baseline report on water consumption statewide. Ms. Aton also attended a training session by Honolulu Board of Water Supply on doing conservation audits of commercial and industrial customers, noting that Honolulu is doing such audits themselves. She noted that conservation is a double-edged sword because conservation means lower consumption and thereby, lower revenues for DWS. Therefore, Ms. Aton suggested waiting for recommendations on conservation from the Advisory Group that make sense to DWS. Commercial/industrial customers in West Hawai‘i, sometime in the future, would be a good place to start with a conservation plan. There is a statewide TV ad campaign called “Detect a Leak Week,” and DWS’s participation will be limited to having DWS’s logo appear in the ads, Ms. Aton said. Mr. Derek Sonoda of Hawai‘i Energy has approached DWS about distributing water-efficient shower heads, whose purchase Hawai‘i Energy would sponsor. The Manager-Chief Engineer noted a similar initiative years ago whereby HELCO gave out free shower heads through DWS’s baseyards. Mr. Greenwell asked about the Advisory Group led by DLNR. Ms. Aton said that all of the water supply departments, military users, golf course users, etc., were invited to join the Advisory Group in order to get a good picture of water use statewide. DLNR is gathering data from these major water users to get a baseline of consumption across the state. Consultant CH2M Hill is the consultant hired to do the conservation report, and has asked DWS for its water data. Mr. Kaneshiro asked whether DWS is looking into areas not yet served by DWS water systems, and whether DWS is promoting improvement districts as a way to get water to unserved areas (and thus boost DWS water sales). The Manager-Chief Engineer confirmed that DWS does promote improvement districts, noting that such projects allow for flexibility in setting boundaries. Some areas, such as Hawaiian Paradise Park, have said they do not want to go the improvement district route due to the various requirements that go along with such programs (i.e. paving roads up to standards, etc.) He cited Andrade Camp as among several improvement districts that DWS has been involved with; residents really benefit from improvement districts. Chairperson Mukai suggested that Ms. Aton include on the DWS website information for the public about improvement districts and how to go about doing one. Mr. Kaneshiro said that one of the benefits of such improvement districts is fire protection (i.e., fire hydrants) and lower homeowner/fire insurance rates as a result. The Manager-Chief Engineer said that DWS will administer the improvement district program for the residents and seek the funding. DWS keeps track of its time on the project, and ultimately gets paid for its time as part of the assessment. Residents in an improvement district get assessed monthly over a 20-year period, he added. Chairperson Mukai said he is kind of a lame duck Board member, but requested that

- 5) Recognition of Service Retirement – Ronald Abran -- Mr. Ikeda reported that Mr. Abran, who is retiring on November 30, has worked as an electrician with DWS for about 24 years. Mr. Abran is on vacation until his last day of work, so that is why he is not here today, Mr. Ikeda said. DWS is recruiting to fill Mr. Abran's soon- to-be vacant position, Mr. Ikeda added.

H. CHAIRPERSON'S REPORT:

Chairperson Mukai again welcomed Mr. Robinson to the Board, and said that hopefully, Mr. Uyeda would soon be welcomed on to the Board today. He noted that it has been a long time that the Water Board has had its full roster of nine members, and added that his own term would expire at the end of the year, so his own position needs to be filled.

Mr. Kaneshiro asked when the election of the incoming Board Chairperson would take place.

Chairperson Mukai said the election would be at the December Board meeting. He said that anyone interested in serving should let the Board know. He noted that Mr. Meierdiercks had indicated that he was willing to serve as Chairperson next year, and Mr. Taniguchi said he would be willing to serve as Vice-Chairperson. However, the nominations are open to anyone on the Board.

Mr. Greenwell asked whether the Board could discuss the election a bit further today.

Chairperson Mukai said no, the item was not agendaized and therefore the Board cannot discuss the election today.

Ms. Garson said it would be on the Agenda next month.

Chairperson Mukai said the matter of who will be the next Chairperson and Vice-Chairperson does not have to be decided in December. If there is a question or nominations from the floor, it can be pushed into January or February, he said.

Mr. Meierdiercks said that in that case, the Vice-Chairperson would serve as Chairperson in the interim.

Chairperson Mukai confirmed this.

Mr. Kaneshiro said he was sure that Chairperson Mukai would be willing to stay on as Chairperson until his replacement is elected.

Ms. Garson said that Mr. Mukai's term on the Board could be extended by 90 days after the end of the year.

Moving on, Chairperson Mukai noted that the next two Items should have been numbered 8) and 9), instead of 10) and 11).

8) DISCUSSION REGARDING SELECTION OF NEW MANAGER-CHIEF ENGINEER:

The Water Board discussed the selection of the new Manager-Chief Engineer of the Department of Water Supply.

The County of Hawai'i Department of Human Resources forwarded the names of five (5) Manager-Chief Engineer applicants to the Water Board, County of Hawai'i, for consideration in selecting the

County's next Manager-Chief Engineer for the Department of Water Supply. The qualified applicants are:

1. Quirino Antonio
2. Donald M. Fujimoto
3. Owen M. Nishioka
4. Keith Okamoto
5. Clyde K. Young

Ms. Garson said this morning she had received an email from Mr. Fujimoto, one of the applicants. The email read as follows: "Please be informed that I would like to withdraw my application for the DOW Manager-Chief Engineer position. My decision is based on my commitment to follow through with current critical profession issues, prior to pursuing other opportunities. Send my appreciation to the Board for their consideration and opportunity to seek this prestigious position. I know they will make a wise decision with their selection and look forward to meeting the new manager in the future. Respectfully submitted, Donald M. Fujimoto."

Ms. Garson said she had also spoken to Mr. Fujimoto, so she is certain that this email did come from him. Before moving into Executive Session, Ms. Garson suggested that the Board take a five- to 10-minute break, in hopes that Mr. Uyeda would soon arrive. Mr. Uyeda had said that he was going to try to come to the meeting by around 11:00 a.m., she added.

Mr. Meierdiercks asked whether the Board needed to formally recognize Mr. Uyeda before the Executive Session begins.

Ms. Garson said that Mr. Uyeda would need to be sworn in first, and then he can take part in the meeting.

(The Board recessed at 11:00 a.m., and reconvened at 11:15 a.m.)

9) **EXECUTIVE SESSION RE: SELECTION OF NEW MANAGER-CHIEF ENGINEER:**

The Water Board anticipated convening an executive meeting, closed to the public, pursuant to Hawai'i Revised Statutes, Sections 92-4, 92-5(a)(2), 92-5(a)(4), 92-5(a)(8) and Hawai'i County Charter Section 13-20(b) to discuss interview questions and the interview process for the position of Manager-Chief Engineer, where consideration of matters affecting privacy will be involved, to deliberate or make decisions upon matters that require the consideration of information that must be kept confidential pursuant to state or federal law, or a court order, and for the purpose of consulting 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.

MOTION: Mr. Meierdiercks moved to go into Executive Session; seconded by Mr. Perry, and carried unanimously by voice vote.

(The Board went into Executive Session at 11:16 a.m., but recessed again at 11:38 a.m. when Mr. Uyeda arrived and was sworn in. The Executive Session resumed at 11:40 a.m. and ended at 12:36 p.m.)

Once out of Executive Session, Chairperson Mukai announced the schedule for the applicant interviews at the Special Meeting on December 14, from 8:00 a.m. at the Department of Liquor Control Conference Room. Statements from the Public are slated from 8:00 a.m. to 8:30 a.m. The first interview will be at 8:30 a.m., the second at 9:30 a.m., the third at 10:30 a.m., and the fourth at 11:30 a.m. The Board is reserving December 15 for whatever unfinished business may remain.

The Manager-Chief Engineer asked whether the applicants have been assigned to time slots.

Chairperson Mukai said that he was about to pull the names out of an envelope for the respective time slots. Chairperson Mukai pulled the first name, and Mr. Meierdiercks announced that Mr. Clyde Young was to be interviewed at 8:30 a.m. on December 14. The 9:30 a.m. slot went to Mr. Keith Okamoto, the 10:30 a.m. slot to Mr. Quirino Antonio, and the 11:30 slot to Mr. Owen Nishioka.

Ms. Garson said that she would notify each of the four applicants about their time slots via email, and also request that they be present at least 30 minutes before their assigned interview time in case the schedule moves up.

10) ANNOUNCEMENTS:

1. **Next Regular Meeting:**

The next meeting of the Water Board will be held on December 20, 2011, at 10:00 a.m. at the Department of Water Supply, Operations Conference Room, 889 Leilani Street, Hilo, HI. *(A special meeting regarding the selection of the Manager-Chief Engineer will be held on Wednesday, December 14, 2011, at 8:00 a.m. at the Department of Liquor Control Conference Room, Hilo Lagoon Centre, Ste. 230, 101 Aupuni Street, Hilo, Hawai'i 96720. The special meeting may recess and reconvene on Thursday, December 15, 2011, at the same location.)*

2. **Following Meeting:**

The following meeting of the Water Board will be held on January 24, 2012, at the Department of Water Supply, Operations Conference Room, 889 Leilani Street, Hilo, HI.

The Manager-Chief Engineer asked when and how the successful candidate for Manager-Chief Engineer will be announced.

Ms. Garson said the announcement will be at a Board meeting, probably on December 14 or December 15, or on December 20. The timing would depend on what the Board decides.

11) ADJOURNMENT

ACTION: Mr. Meierdiercks moved to adjourn; seconded by Mr. Taniguchi, and carried unanimously by voice vote.

Chairperson Mukai adjourned the meeting at 12:43 p.m.

Acting Secretary-Administrative Assistant

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 Doreen Jollimore, Secretary, at 961-8050 as soon as possible, but no later than five days before the scheduled meeting. *To submit written testimony to the Board on the applicants for the Manager-Chief Engineer position, please contact Emarie Carvalho at ecarvalho@co.hawaii.hi.us or by mail directed to the Water Board c/o the Office of the Corporation Counsel, 333 Kilauea Avenue, 2nd Floor, Hilo, HI 96720.*

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.*