

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

MEETING DATE: January 22, 2019

TIME: 10:00 a.m.

PLACE: Department of Water Supply, Hilo Operations Center Conference Room,
889 Leilani Street, Hilo, Hawai‘i

- 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 December 18, 2018, Water Board Meeting
- 4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA (if necessary)
(Note: Roll Call Required)
- 5) POWER COST CHARGE:

Departmental power costs from all power sources decreased since the last Power Cost Charge rate was determined. The Department proposes to decrease the Power Cost Charge from \$1.94 to \$1.89 per thousand gallons as a result of this decline. Power cost charges over the past sixteen months were as follows:

<u>Effective</u>	<u>PCC</u>
August 1, 2018	\$1.94
April 1, 2018	\$1.88
December 1, 2017	\$1.62
August 1, 2017	\$1.73

A Public Hearing will have been held prior to this Board meeting to accept public testimony on this change.

RECOMMENDATION: It is recommended that the Board approve the decrease of the Power Cost Charge from \$1.94 to \$1.89, effective February 1, 2019.

- 6) HAMAKUA:

A. JOB NO. 2018-1097, HONOKA‘A BOOSTERS A & B REPAIR:

Bids will be opened on January 17, 2019, at 1:30 p.m.; and a report and recommendation will be provided at the meeting.

7) NORTH KOHALA:

A. **JOB NO. 2018-1102, HĀWĪ #2 WELL REPAIR:**

Bids will be opened on January 16, 2019, at 2:00 p.m.; and a report and recommendation will be provided at the meeting.

B. **MATERIAL BID NO. 2018-18, FURNISHING AND DELIVERING SPARE PUMP AND MOTOR SET FOR HĀWĪ #1 DEEPWELL FOR THE DEPARTMENT OF WATER SUPPLY:**

Bids will be opened on January 16, 2019, at 1:30 p.m.; and a report and recommendation will be provided at the meeting.

8) NORTH KONA:

A. **JOB NO. 2018-1098, PALANI DEEPWELL A REPAIR:**

Bids will be opened on January 17, 2019, at 2:00 p.m.; and a report and recommendation will be provided at the meeting.

9) MISCELLANEOUS:

A. **DEDICATIONS:**

We received the following document for action by the Water Board. The water system has been constructed in accordance with the Department's standards and is in acceptable condition for dedication.

1. LICENSE EASEMENT NO. 826
Grantor: State of Hawai'i, Department of Hawaiian Home Lands
Tax Map Key: (3) 2-1-012: 029

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

B. **VEHICLE BID NO. 2017-14, FURNISHING AND DELIVERING VEHICLES TO THE DEPARTMENT OF WATER SUPPLY:**

The contractor, Inter Pacific Motors, Inc., dba Orchid Isle Auto Center, has requested a contract extension for Parts A, B, and D for the subject contract due to issues with the chassis production, vehicle uplifting, and the transporting of the vehicles from the continental mainland to Hawai'i. These vehicles were ordered in a timely manner from the issuance of the Notice to Proceed. The extension days requested are:

Part A – from September 13, 2018, to November 16, 2018, for a total of 64 calendar days

Part B – from August 14, 2018, to December 14, 2018, for a total of 122 calendar days

Part D – from August 14, 2018, to September 26, 2018, for a total of 33 calendar days

Staff has reviewed this request and finds it justified since the contractor made every effort to have these vehicles delivered on time but were unable to, due to circumstances beyond their control.

RECOMMENDATION: It is recommended that the Water Board award a contract time extension for VEHICLE BID NO. 2017-14, FURNISHING AND DELIVERING VEHICLES TO THE DEPARTMENT OF WATER SUPPLY, to Inter Pacific Motors, Inc., dba Orchid Isle Auto Center, for Parts A, B, and D at the calendar days listed above. If approved, the contract completion date will be revised from September 13, 2018, to November 16, 2018, for Part A, from August 14, 2018, to December 14, 2018, for Part B, and from August 14, 2018, to September 26, 2018, for Part D.

C. INTER-GOVERNMENTAL AGREEMENT BETWEEN THE STATE OF HAWAI‘I – UNIVERSITY OF HAWAI‘I, ECONOMIC RESEARCH ORGANIZATION AND THE COUNTY OF HAWAI‘I – DEPARTMENT OF WATER SUPPLY REGARDING WATERSHED RESEARCH STUDY:

The Water Board of the County of Hawai‘i and the University of Hawai‘i, Economic Research Organization (UHERO), entered into the Agreement that authorized the County of Hawai‘i, Department of Water Supply (DWS), to fund up to \$49,951.00 towards a study to identify priority watershed areas on Hawai‘i island for protection that includes areas that were defined by DWS. UHERO, has submitted a draft of preliminary results of the study and DWS has requested to further align the research methodologies and results with DWS priorities and objectives. In order to accomplish this task, UHERO is requesting a no cost time extension on the study of six (6) months or until August 31, 2019.

If approved, the completion date will be extended from February 1, 2019, to August 31, 2019.

RECOMMENDATION: It is recommended that the Board approve the no cost time extension request for the INTER-GOVERNMENTAL AGREEMENT BETWEEN THE STATE OF HAWAI‘I – UNIVERSITY OF HAWAI‘I, ECONOMIC RESEARCH ORGANIZATION, AND THE COUNTY OF HAWAI‘I – DEPARTMENT OF WATER SUPPLY REGARDING WATERSHED RESEARCH STUDY.

D. 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.

E. 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.

F. MANAGER-CHIEF ENGINEER’S REPORT:

The Manager-Chief Engineer to provide an update on the following:

1. North Kona Wells
2. Employee of the Quarter - 4th quarter of 2018

G. CHAIRPERSON’S REPORT:

1. Chairperson to report on matters of interest to the Board.

H. DEMONSTRATION OF DWS’ WATER METER TESTING PROCEDURES AND SIMULATION OF WATER LEAKS:

Staff will provide a demonstration of how DWS tests water meters to ensure proper functioning and accurate billing. Staff will also provide a simulation of water leaks on the customer side of the meter. *(The meeting will briefly recess and reconvene at the sites of the demonstrations, which are located at the same address but in the Meter Room building and behind the Microbiology Laboratory building. After the demonstrations, the meeting will again briefly recess and reconvene in the Operations Conference Room.)*

10) **ANNOUNCEMENTS:**

1. **Next Regular Meeting:**

The next meeting of the Water Board will be February 26, 2019, 10:00 a.m., at the Department of Water Supply, Operations Center, 889 Leilani Street, Hilo, Hawai‘i.

2. **Following Meeting:**

The following meeting of the Water Board will be March 19, 2019, 10:00 a.m., in the West Hawai‘i Civic Center, Community Meeting Hale (Building G); 74-5044 Ane Keohokalole Highway, Kailua-Kona, Hawai‘i.

11) **ADJOURNMENT**

Anyone requiring an accommodation or auxiliary aid and/or services to participate in this meeting (i.e. sign language, interpreter, large print), please contact the Board 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.