

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

MEETING DATE: October 24, 2023

TIME: 10:00 a.m.

PLACE: Department of Water Supply, Hilo Operations; 899 Leilani Street, Hilo, Hawai‘i

Public testimony may be done in person or in writing by email (dws@hawaiiidws.org), fax (808-961-8657), or by mail: 345 Kekūanaō‘a Street, Suite 20, Hilo, HI 96720. Please indicate agenda item submitting for. All testimony, regardless of time of receipt, will be part of the permanent record.

- 1) CALL TO ORDER – 10:00 a.m. (*please turn cell phones off or set to silent*)
- 2) STATEMENTS FROM THE PUBLIC – Pursuant to HRS §92-3, oral testimony may be provided entirely at the beginning of the meeting, or immediately preceding the agenda item.
- 3) APPROVAL OF MINUTES – September 26, 2023 Water Board Meeting
- 4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA (if necessary)
(**Note: Roll Call Required**)
- 5) MISCELLANEOUS:

A. **POWER COST CHARGE ADJUSTMENT CRITERIA CALCULATION**

Chair: Is there any testimony for this item?

Staff has reviewed a number of different bases for calculating the Power Cost Charge in order to reflect most accurately the actual cost of power incurred by the Department.

The basis that provides the best results include revising the formula to calculate the Power Charge from (existing):

$$PCC = \frac{\text{Actual Power Cost}}{\text{Actual Water Consumed}}$$

To (revised):

$$PCC = \frac{\text{Actual Power Cost} - \text{Power Cost Gain / (Loss)}}{\text{Actual Water Consumed}}$$

Where:

“PCC”: Power Cost Charge (\$/1,000 gal)

“Actual Power Cost”: Actual power cost expense, excluding power cost for office buildings.

“Actual Water Consumed”: Actual water consumption by customers.

“Power Cost Gain/(Loss)”: Difference between the power cost recovered through the PCC by billing customers and the actual power cost expense paid by DWS.

And to present recommendations on adjustments to the Water Board every 4 months for decision-making.

RECOMMENDATION: It is recommended that the Board approve the revised formula to calculate the Power Cost Charge and for staff to present proposed adjustments for the Power Cost Charge every 4 months effective immediately.

B. MATERIAL BID NO. 2023-07, FURNISHING AND DELIVERING STRUCTURAL TUBULAR PALLET RACKING FOR THE DEPARTMENT OF WATER SUPPLY – REQUEST FOR TIME EXTENSION

Chair: Is there any testimony for this item?

The Vendor, Barbarian U.S.A., Inc. is requesting a contract time extension of 105 calendar days due to a manufacturer backlog for CAD design services. This delay was beyond the control of the Vendor.

Staff reviewed the request for the time extension and the accompanying supporting documents and found the 105 calendar days to be justified. *Note: There are no additional costs associated with this time extension.*

Ext. #	From (Date)	To (Date)	Days (Calendar)	Reason
1	09/28/2023	01/15/2024	105	Manufacturer backlog for CAD design services.
Total Days (including this request)			105	

RECOMMENDATION: It is recommended that the Board approve a contract time extension of 105 calendar days to Barbarian U.S.A., Inc., for MATERIAL BID NO. 2023-07, FURNISHING AND DELIVERING STRUCTURAL TUBULAR PALLET RACKING FOR THE DEPARTMENT OF WATER SUPPLY. If approved, the contract completion date will be revised from September 28, 2023 to January 15, 2024.

C. MONTHLY PROGRESS REPORT

Chair: Is there any testimony for this item?

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.

D. REVIEW OF MONTHLY FINANCIAL STATEMENTS

Chair: Is there any testimony for this item?

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.

E. MANAGER-CHIEF ENGINEER'S REPORT

Chair: Is there any testimony for this item?

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

1. North Kona Wells
2. Groundbreaking for Lālāmilo 10MG Reservoir

F. EXECUTIVE SESSION REGARDING STATUS OF DISPUTED JOB NO. 2016-1056, WAI'AHA DEEPWELL REPAIR, DISTRICT OF NORTH KONA

The Board anticipates convening an executive meeting regarding the above matter, pursuant to Section 92-5(a)(4), Hawai'i Revised Statutes, as amended, for the purpose of consulting with its attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities and liabilities, including the current status of the litigation. A 2/3 vote, pursuant to Hawai'i Revised Statutes Section 92-4 is necessary to hold an executive meeting.

G. EXECUTIVE SESSION: MANAGER-CHIEF ENGINEER AND DEPUTY EVALUATION FOR CALENDAR YEAR 2023

The Board anticipates convening an executive meeting to consider the evaluations of the Manager-Chief Engineer and Deputy for its annual performance review, as authorized by Hawai'i County Charter Section 7-4.6(d) and Hawai'i Revised Statutes ("HRS"), Sections 92-4 and 92-5(a)(2). The Board wishes to have its attorney present, in order to consult with the Board's attorney on its questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities pursuant to HRS Section 92-5(a)(4). A two-thirds vote of the members present, pursuant to HRS Section 92-4, is necessary to hold an executive meeting, provided that the affirmative vote constitutes a majority of the board.

H. MANAGER-CHIEF ENGINEER AND DEPUTY EVALUATION FOR CALENDAR YEAR 2023

Chair: Is there any testimony for this item?

Discussion/action on Manager-Chief Engineer and Deputy evaluation and compensation.

I. CHAIRPERSON'S REPORT

Chairperson to report on matters of interest to the Board.

6) ANNOUNCEMENTS:

Next Meeting: - November 28, 2023, 10:00 a.m., at the West Hawai‘i Civic Center, Building G, 74-5044 Ane Keohokālole, Hawai‘i.

7) 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 (808) 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.

Board Packet Pursuant to Hawai‘i Revised Statutes, Section 92-7.5, the board packet provided to members of the board for this meeting is available for public inspection during regular business hours at the Department of Water Supply office, 345 Kekūanaō‘a Street, Suite 20, Hilo, Hawai‘i.

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