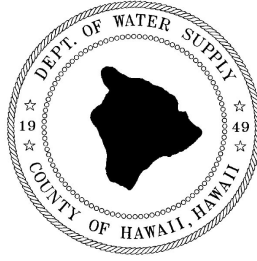


Stephen Kawena Lopez
Chairperson
Dist. 8

Michael Pono Kekela
Vice Chairperson
Dist. 4



Vacant, Dist. 1, Board Member
James Kimo Lee, Dist. 2, Board Member
Guy Alameda, Dist. 3, Board Member
Emily Taaroa, Dist. 5, Board Member
Keith Unger, Dist. 6, Board Member
Michael Bell, Dist. 7, Board Member
Philip Aiona, Dist. 9, Board Member

**DEPARTMENT OF WATER SUPPLY
COUNTY OF HAWAII
WATER BOARD MEETING
AGENDA**

MEETING DATE: November 25, 2025
TIME: 10:00 a.m. (HST)
IN-PERSON LOCATION: West Hawai'i Civic Center
Building G, 74-5044 Ane Keohokālole Highway
Kailua-Kona, Hawai'i

REMOTE MEETING LINK:

https://www.facebook.com/HawaiiDWS/live_videos/

STATEMENTS FROM THE PUBLIC:

Public testimony may be done in person or in writing by email (dws@hawaiiidws.org), fax (808-961-8657), or by mail: 345 Kekūanaʻōʻa 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.

Remote Oral Testimony:

Telephone testimony may be presented by calling 1(669) 254-5252 and entering meeting ID 161 029 3259. Please wait for the Chair to ask for testimony on the item you are interested in. The Chair will unmute testifiers who call in, one phone number at a time.

Optional Alternative to Present Remote Oral Testimony:

If you would like to testify via an online video link, please email dws@hawaiiidws.org at least 24 hours before the meeting to request the link. You may also email to pre-register to present telephone testimony if you wish to be called on by name or before those who have not pre-registered. Testifiers who wish to remain anonymous or have not pre-registered may still call the testimony phone number and follow the instructions listed above.

ADDITIONAL INFORMATION:

Information about all the board's meetings is available [here](#). General information about the board is available at [About the Water Board](#).

In the event the online remote connection is interrupted during the Water Board meeting, the Board shall recess for up to 30 minutes to allow for reestablishing the online remote connections. If the online remote connection cannot be reestablished after 30 minutes, the meeting shall be adjourned and then reconvene per the following contingency plans:

Board shall reconvene on: November 26, 10:00 a.m. (HST)
Board shall reconvene at: DWS, Hilo Operations, 889 Leilani Street, Hilo, Hawai'i

If you would like to testify via an online video link, please email dws@hawaiiidws.org before the meeting to request the weblink or phone number to testify.

- 1) CALL TO ORDER: 10:00 a.m. (HST) (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:
 - Minutes of October 28, 2025, Water Board Meeting
- 4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA (if necessary)
(Note: Roll Call Required)
- 5) POSSIBLE CONTESTED CASE HEARING (NOTICED FOR 10:00 A.M.):

Water Service Account No. 93477860-14

The above Contested Case Hearing is to take place in accordance with Chapter 91 of the Hawai‘i Revised Statutes and Rule 2-5 of the Rules and Regulations of the Department of Water Supply.

The issues involved in the above-referenced hearing will be Shijie Gong’s appeal of the proposed Shut-off Notice for Account No. 93477860-14 and the Department’s Findings of Fact, Conclusions of Law and Decision after the Administrative Hearing held on October 7, 2025.

This hearing is being set pursuant to Mr. Gong’s request on October 14, 2025, for the hearing to be held at the November 25, 2025, Water Board Meeting in Kailua-Kona

- 6) PRESENTATION ON EFFECTIVE UTILITY MANAGEMENT (EUM) ATTRIBUTES AND LIVE SURVEY BY BROWN AND CALDWELL:

Chair: Is there any testimony for this item?

- 7) NORTH KONA:

- A. AMENDMENT TO RIGHT-OF-ENTRY AGREEMENT FOR KALOKO TANK NO. 2 (TAX MAP KEY 7-3-009:030) FOR SURVEYING AND SUBSEQUENT CONSTRUCTION OF A DEEP MONITOR WELL:

The State of Hawai‘i, Department of Land and Natural Resources (DLNR) is requesting to amend an existing temporary Right-of-Entry Agreement (ROE), to extend it from December 31, 2025, to December 31, 2030. DLNR is requesting this amendment in order to complete their work conducting a topographic survey and installing a deep monitor well on the DWS Kaloko Tank No. 2 site, to continue to increase monitoring efforts, and to better understand the groundwater resources in North Kona. DLNR will be responsible for all costs associated with their work within the property.

RECOMMENDATION: It is recommended that the Board approve this Amendment to the ROE Agreement and that either the Chairperson or the Vice-Chairperson be authorized to sign the contract, subject to review as to form and legality by Corporation Counsel.

B. JOB NO. 2016-1056, WAI‘AHA DEEPWELL REPAIR – REQUEST FOR ADDITIONAL FUNDS AND TIME EXTENSION:

The Department is requesting a contract change order for the additional work for replacement column pipe used for the emergency repair of Hawi #2 Deepwell. The description of the additional work and associated fees are as follows:

ITEM	DESCRIPTION	AMOUNT
1.	Replacement of (5) column pipe, reappropriated for emergency repair of Hawi #2 Deepwell.	\$ 13,098.00
	TOTAL	\$ 13,098.00

Original Contract Amount:	\$ 650,000.00
Original Contingency Amount:	\$ 65,000.00
1 st Additional Funds Request:	\$ 380,080.50
2 nd Additional Funds Request:	\$ 1,130.89
3 rd Additional Funds Request:	\$ 4,476.00
4 th Additional Funds Request:	\$ 13,098.00
Total Revised Contract Amount:	\$ 1,113,785.39

The Contractor, Derrick’s Well Drilling and Pump Services, LLC., is also requesting a contract time extension of 143 calendar days, due to delays with the fabrication of the surface plate assembly, motor shroud assembly and check valve, and the delivery of replacement column pipe required for pieces reappropriated for the emergency repair of Hawi #2 Deepwell. These delays were beyond the control of the Contractor.

Staff reviewed the request for the additional funds, time extension, and the accompanying supporting documentation and found that the \$13,098.00 and 143 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	7/31/2017	9/15/2024	2,603	Project completion date was revised as a part of Change Order #2.
2	9/15/2024	12/19/2024	95	Manufacturer delays for submittals for surface plate and motor shroud assemblies, and pump and motor testing.
3	12/19/24	2/28/2025	71	Manufacturer delays for submittals for surface plate and motor shroud assemblies, and check valve.
4	2/28/2025	6/30/2025	122	Design modification for the motor shroud hanger.
5	6/30/2025	11/30/2025	143	Fabrication of surface plate assembly and replacement column pipe.
Total Days (including this request)			3,034	

RECOMMENDATION: It is recommended that the Board approve an increase in contingency of \$13,098.00 to Derrick's Well Drilling & Pump Services, LLC, for a total project cost of \$1,113,785.39, and approve a contract time extension of 143 calendar days for JOB NO. 2016-1056, WAI'AHA DEEPWELL REPAIR. If approved, the contract completion date will be revised from June 30, 2025, to November 30, 2025.

8) MISCELLANEOUS:

A. ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON FOR 2026:

Chair: Is there any testimony for this item?

Board to elect Chairperson and Vice-Chairperson for the 2026 term.

For discussion and possible action.

B. 2026 WATER BOARD SCHEDULE:

Chair: Is there any testimony for this item?

For discussion and possible action.

C. DEPARTMENT OF WATER SUPPLY COLLECTION AND DELINQUENCY POLICIES:

Chair: Is there any testimony for this item?

Information will be provided to the Board on status updates on collection efforts due to delinquent balances for water service charges with information on current policies and procedures in place for collection and water shut-offs. Discussion will follow along with any recommendations that should be considered for future action.

D. 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.

E. 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.

F. MANAGER-CHIEF ENGINEER'S REPORT:

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

1. North Kona Wells
2. Alternative Procurement Report
3. Department of Water Supply Quarterly Energy Report

G. EXECUTIVE SESSION: MANAGER-CHIEF ENGINEER AND DEPUTY EVALUATION FOR CALENDAR YEAR 2025:

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 2025:

Chair: Is there any testimony for this item?

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

I. CHAIRPERSON'S REPORT:

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

9) ANNOUNCEMENTS:

- **Next Meeting** – December 16, 2025, 10:00 a.m., Department of Water Supply, Hilo Operations, 889 Leilani Street, Hilo, Hawai'i

10) 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 Kekūānāō'a Street, Suite 20, Hilo, Hawai'i.

"The Department of Water Supply is an Equal Opportunity provider and employer."