

MINUTES
BOARD OF WATER SUPPLY
Thursday, October 17, 2024

The Board of Water Supply, County of Kaua'i, met in a regular meeting in Lihu'e on Thursday, October 17, 2024. Chair Tom Shigemoto called the meeting to order at 9:34 a.m. The following Board members were present:

BOARD:

Mr. Tom Shigemoto, *Chair*
Ms. Julie Simonton, *Vice Chair*
Mr. Kurt Akamine
Ms. Micah Finnila
Mr. Ka'aina Hull (*entered at 10:13 a.m.*)
Mr. Troy Tanigawa (*entered at 9:46 a.m.*)

EXCUSED:

Quorum was achieved with **4** members present at Roll Call. *Board member Tanigawa entered the meeting at 9:46 a.m. (due to audio issues, Mr. Tanigawa was recused from voting). Board member Hull entered the meeting at 10:13 a.m.*

ANNOUNCEMENTS

Next Scheduled Board Meeting: Thursday, October 17, 2024 – 9:30 a.m.

APPROVAL OF AGENDA

The agenda was approved with no objections

MEETING MINUTES

1. Regular Board Meeting – August 15, 2024

The minutes of the August 15, 2024 meeting was received for the record

PUBLIC TESTIMONY

None

NEW BUSINESS

1. Discussion and Adoption of Resolution No. 25-03, Mahalo and Aloha to Virgil RH Kapanui (Retiree), Water Field Operations Superintendent, Operations Division

Board member Simonton moved to adopt Resolution No. 25-03, seconded by Mr. Akamine; with no objections, motion carried with 4 Ayes.

Chair Shigemoto recognized Mr. Duane Moriguchi, retiree, whose resolution was adopted at the September 19, 2024 meeting.

The meeting recessed at 9:44 a.m.

The meeting reconvened at 9:47 a.m.

2. *Manager's Report No. 25-05* Discussion and Possible Action to Approve Grant of Easement from County of Kaua'i for TMK 2-1-013:001 (Lima Ola Lot 1 Kealaula West)

Board member Akamine moved to approve Manager's Report No. 25-05, seconded by Ms. Simonton; with no objections, motion carried with 4 Ayes.

3. Manager's Report No. 25-06 Discussion and Possible Action to Approve Grant of Easement from DMurata LLC; Murata, Dawn M Rev Living Trust for TMK 3-8-007:014

Board member Simonton moved to approve Manager's Report No. 25-06, seconded by Mr. Akamine; with no objections, motion carried with 4 Ayes.

4. Manager's Report No. 25-07 Discussion and Possible Action to execute an annual Use and Occupancy Permit No. 914 between the State of Hawai'i and the Board of Water Supply, County of Kaua'i for non-trenching maintenance, inspection and other uses and activities within the State Highway Right of Way, Kaua'i, Hawai'i.

Board member Simonton moved to approve Manager's Report No. 25-07, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.

PERMITTED INTERACTION GROUP REPORT

1. Permitted Interaction Group (PIG) Report for the Performance Appraisal for the Manager & Chief Engineer and Delegation of Authority to the Board Chair

The Permitted Interaction Group Report was received for the record.

INFORMATIONAL BRIEFING

1. Water Systems Investment Plan presentation (*Information only; non-action item*)
Michelle Sorensen and Stan Kowalczyk provided an overview of the Water Systems Investment Plan update submitted (presentation on file)

STAFF REPORTS

1. Fiscal:
 - a. Monthly dashboard
 - b. Budget Report for September 2024
2. Operations – Monthly dashboard
3. Engineering – Monthly dashboard
4. Administration:
 - a. Monthly dashboard
 - b. Public Relations – updates on Public Notices & Announcements, Community Outreach & Education, and Upcoming Events
 - c. Human Resources – updates on Personnel Vacancies
 - d. Information Technology
 - i. Corrective Action Plan updates
5. Manager and Chief Engineer – Required communications to the Board, and update of Department activities

TOPICS FOR NEXT BOARD OF WATER SUPPLY MEETING: (November)

TOPICS FOR FUTURE BOARD OF WATER SUPPLY MEETING:

EXECUTIVE SESSION:

Pursuant to Hawai'i Revised Statutes (HRS) §92-7(a), the Board may, when deemed necessary, hold an executive session on any agenda item without written public notice if the Executive

Session was not anticipated in advance. Any such executive session shall be held pursuant to HRS §92-4 and shall be limited to those items described in HRS §92-5(a).

There was no executive session held.

ADJOURNMENT

The meeting was adjourned at 10:38 a.m.

Respectfully submitted,

Cherisse Zaima

Cherisse Zaima
Commission Support Clerk