

BOARD OF WATER SUPPLY

TOM SHIGEMOTO CHAIR
JULIE SIMONTON, VICE CHAIR
KURT AKAMINE, SECRETARY

MICAH FINNILA, MEMBER
KA'AINA HULL, EX-OFFICIO
TROY TANIGAWA, EX-OFFICIO
VACANT, EX-OFFICIO



JOSEPH E. TAIT
MANAGER AND CHIEF ENGINEER

REGULAR MONTHLY MEETING NOTICE AND AGENDA

Thursday, September 19, 2024

9:30 a.m. or shortly thereafter

Meetings of the Board of Water Supply, County of Kauai will be conducted in-person at the Department of Water Board Room, 2nd Floor located at 4398 Pua Loke Street, Lihue, Kauai, Hawaii, and remotely in accordance with Act 220, Session Laws of Hawai'i 2021 via interactive conference technology as follows:

Click on the link below to join on your computer or mobile app by VIDEO:

<https://us06web.zoom.us/j/86585144105>

Passcode: 000360

OR

Dial phone number and enter conference ID to call in and join by AUDIO:

Phone: 888 788 0099 US Toll-free

Phone Conference ID: 865 8514 4105

Please Note: If you do not provide a name, unique identifier, or alias when joining the meeting, you will be renamed to allow staff to address and manage individual guests.

In the event of a lost connection the Board will recess for up to 30 minutes to restore the connection. If the connection cannot be restored within 30 minutes, the Board will continue the meeting to 12:00 p.m. or shortly thereafter. If the visual link cannot be restored, the Board may reconvene with an audio-only link using the above dial-in phone number and conference ID. A lost connection only applies to remote connections provided as part of the remote meeting but does not apply to a public member being unable to access the meeting due to a connectivity issue on their end.

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

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

APPROVAL OF AGENDA

MEETING MINUTES

1. Regular Board Meeting – August 15, 2024

PUBLIC TESTIMONY

OLD BUSINESS

1. Discussion and Adoption of Resolution No. 25-02, Farewell to Duane Moriguchi (Retiree)
Heavy Vehicle & Construction Equipment Mechanic, Operations Division

STAFF REPORTS

1. **Fiscal:**
 - a. Monthly dashboard
 - b. Budget Report for August 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
5. **Manager and Chief Engineer** – Required communications to the Board, and update of Department activities

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

1. Water Systems Investment Plan presentation (*Information only; non-action item*)

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).

ADJOURNMENT

WRITTEN TESTIMONY

The Board is required to afford all interested persons an opportunity to present testimony on any agenda item. The Board encourages written testimony at least two (2) business days prior to a scheduled Board meeting. At each Board meeting, the Board will accept oral and written testimony on any agenda item during the Public Testimony portion.

Please include:

1. Your name and if applicable, your position/title and organization you are representing
2. The agenda item that you are providing comments on; and
3. Whether you are a registered lobbyist and, if so, on whose behalf you are appearing.

Send written testimony to:

Board of Water Supply, County of Kaua'i
C/O Administration
4398 Pua Loke Street
Lihu'e, Hawai'i 96766

E-Mail: board@kauaiwater.org
Phone: (808) 245-5406
Fax: (808) 245-5813

Public Testimony

You do not need to register to provide oral testimony on the day of the meeting. Please note that public testimony is taken after the approval of the meeting agenda to ensure public testimony is received before any action is taken on an agenda item. The length of time allocated to present oral testimony may be limited at the discretion of the chairperson.

SPECIAL ASSISTANCE

If you need an auxiliary aid/service or other accommodation due to a disability, or an interpreter for non-English speaking persons, please call (808) 245-5406 or email board@kauaiwater.org as soon as possible. Requests made as early as possible will allow adequate time to fulfil your request. Upon request, this notice is available in alternate formats such as large print, Braille, or electronic copy.

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DRAFT

MINUTES

MINUTES
BOARD OF WATER SUPPLY
Thursday, August 15, 2024

The Board of Water Supply, County of Kaua'i, met in a regular meeting in Lihu'e on Thursday, August 15, 2024. Chair Tom Shigemoto called the meeting to order at 9:35 a.m. The following Board members were present:

BOARD:

Mr. Tom Shigemoto, *Chair*
Ms. Julie Simonton, *Vice Chair*
Mr. Kurt Akamine
Mr. Ka'aina Hull (*entered 9:41 a.m.*)
Ms. Micah Finnila
Mr. Troy Tanigawa

EXCUSED:

Quorum was achieved with **5** members present at Roll Call. *Board member Hull entered the meeting at 9:41 a.m.*

ANNOUNCEMENTS

Next Scheduled Board Meeting: Thursday, September 19, 2024 – 9:30 a.m.

APPROVAL OF AGENDA

The agenda was approved with no objections

MEETING MINUTES

1. Regular Board Meeting – July 18, 2024
2. Executive Session – July 18, 2024

The meeting minutes were approved with no objections.

PUBLIC TESTIMONY

None

NEW BUSINESS

1. Discussion and Adoption of Resolution No. 25-02, Farewell to Duane Moriguchi (Retiree)
Heavy Vehicle & Construction Equipment Mechanic, Operations Division

Due to an unforeseen circumstance, Mr. Moriguchi was unable to be present at the meeting. **Board member Simonton moved to defer New Business Item 1. to the September 19, 2024 meeting, seconded by Mr. Tanigawa; with no objections, motion carried with 5 Ayes.**

INFORMATIONAL BRIEFING

1. ~~Water Systems Investment Plan presentation (*Information only; non-action item*)~~

Staff noted for the record that this item was inadvertently placed on the agenda, but had been cancelled shortly after posting.

Fiscal:

- a. Monthly dashboard
- b. Budget Report for June 2024

- c. Quarterly BAB Statement
- 1. Operations – Monthly dashboard
- 2. Engineering
 - a. Monthly dashboard
 - b. Quarterly Update
- 3. 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
- 4. Manager and Chief Engineer – Required communications to the Board, and update of Department activities

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

TOPICS FOR FUTURE BOARD OF WATER SUPPLY MEETING:

- 1. Water Systems Investment Plan presentation (*information only; non-action item*)

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 9:49 a.m.

Respectfully submitted,

Cherisse Zaima
Commission Support Clerk

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OLD BUSINESS

MAHALO AND ALOHA

Duane Moriguchi

Heavy Vehicle & Construction Equipment
Mechanic I
October 2013 – July 2024

WHEREAS, Duane Moriguchi joined the County of Kaua'i, Department of Water as a Heavy Vehicle & Construction Equipment Mechanic I on January 2, 2019, following his original hire into the County of Kaua'i, Department of Public Works on October 16, 2013; and

WHEREAS, after more than 10 years of service to the County of Kaua'i and DOW customers, Duane decided it is time to pursue other interests; and

WHEREAS, now Duane can dedicate more time to his family and help prep them for the next stage in their lives; and

WHEREAS, Duane no longer has to worry about the countless repairs to the Department's fleet of vehicles and equipment, including the numerous emergency generators scattered around the island; and

WHEREAS, Duane demonstrated his dedication and loyalty to the Department and his fellow employees by working independently and fulfilling his assignments with little to no supervision producing high quality work and providing a helping hand to whoever needed it; and

WHEREAS, Duane can retire knowing that the community is in good hands and has well cared for emergency generators to provide water in case of emergency; and

WHEREAS, Duane's morning routine will be missed as he was always one of the first to arrive, opening up the shop, always prompt in the office, ready to tackle the day's work schedule big or small; and

WHEREAS, Duane will forever be admired for his dedication to his duties as our heavy-duty construction mechanic, the pride taken in cleaning and keeping supplies completely stocked, and the pure joy he exhibited when operating our EC4000 service truck crane; and

WHEREAS, in addition to his many years of dedicated, loyal and devoted service with the Department of Water of the County of Kaua'i, we will miss the "can do" attitude by which Duane performs his work duties and work assignments; and

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF WATER SUPPLY, COUNTY OF KAUAI, STATE OF HAWAII, that on behalf of the water-consuming customers of Kaua'i, the Board expresses its gratitude and appreciation for the many years of dedicated service rendered by Duane Moriguchi. We extend to Duane our best wishes for much happiness and success in retirement.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to Duane Moriguchi with our warmest Aloha and best wishes for success in all future endeavors.



We do certify that the foregoing was duly adopted by the Board of Water Supply during its meeting on August 15, 2024.

Tom Shigemoto, Chairperson

Kurt Akamine, Secretary

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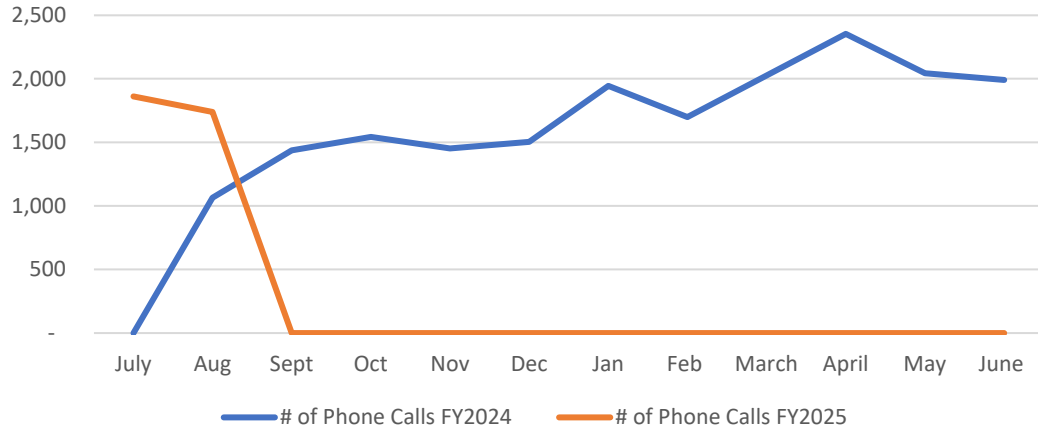
STAFF

REPORTS

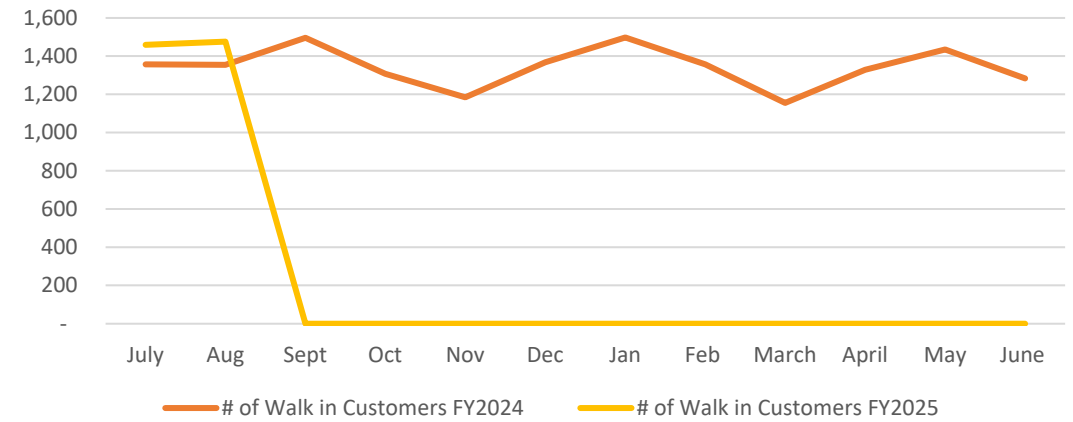


FISCAL DIVISION DASHBOARD

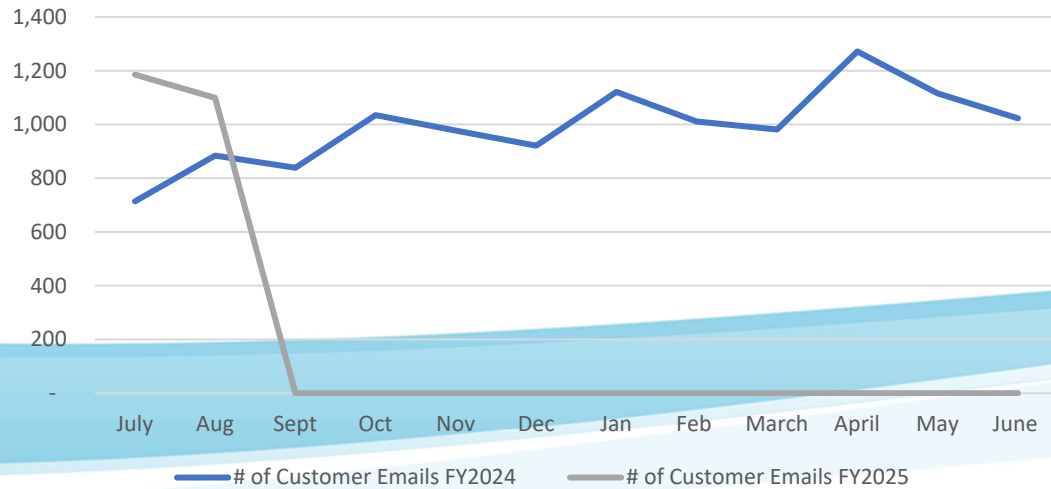
of Customer Service Calls



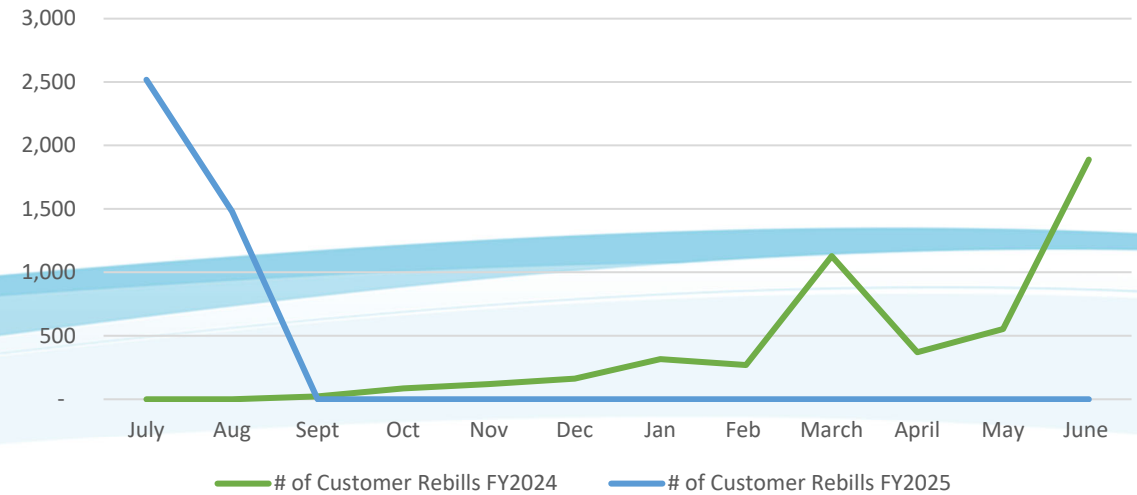
of Walk in Customers



of Customer Emails and Correspondence

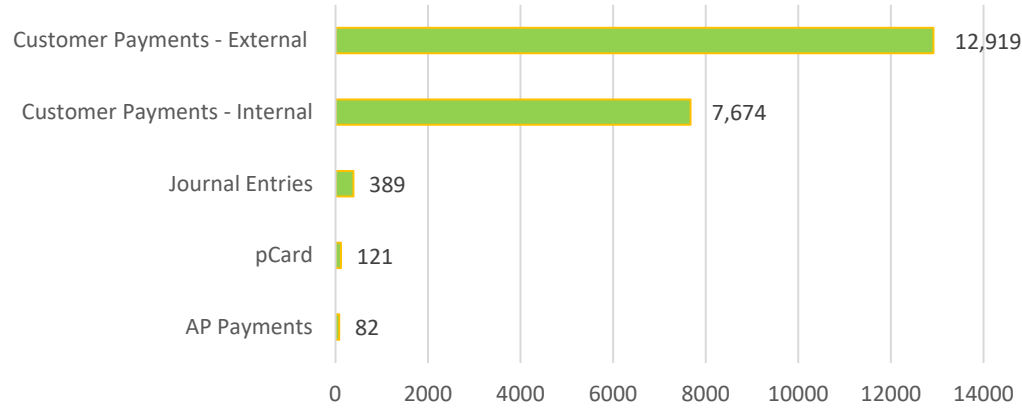


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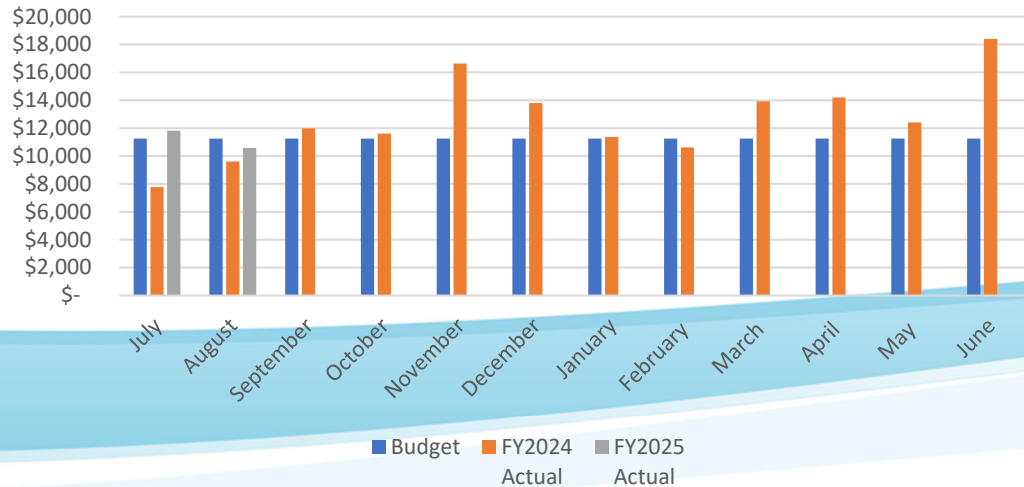
FISCAL DIVISION DASHBOARD

Accounting Highlights



Monthly Transactional Volume processed and reconciled by the Accounting Team.

Overtime



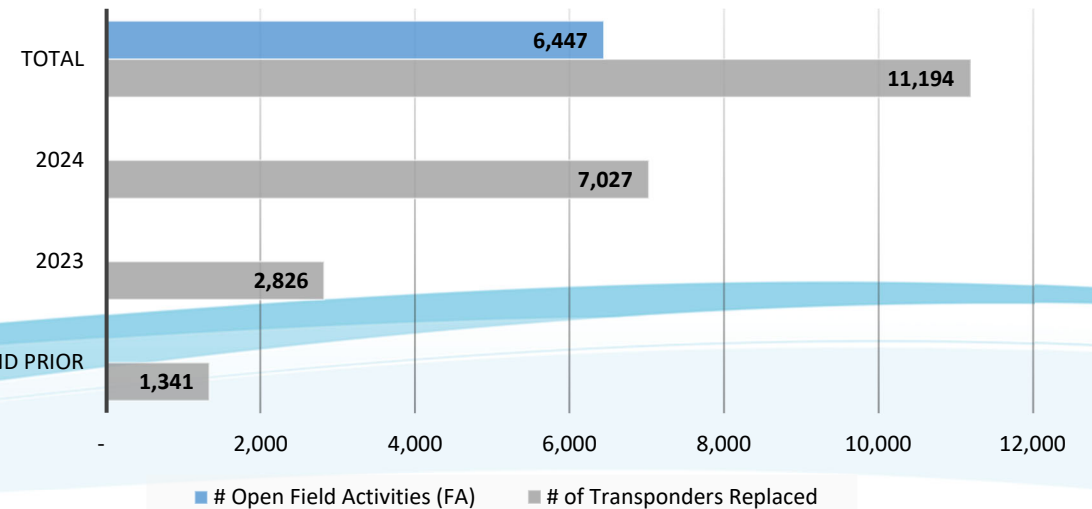
Transponder Replacement Highlights:

7,680 parts ordered on May 30, 2024

- 1,800 Expected to ship September 2024
- 1,800 Expected to ship October 2024
- 1,800 Expected to ship November 2024
- 2,280 Expected to ship December 2024

49% Replaced to date.
28% Awaiting parts.
23% Active; expected to fail

Transponder Replacement Progress (Calendar Year)



■ # Open Field Activities (FA) ■ # of Transponders Replaced

Department Of Water Budget Report for August 2024

	August 2024			Fiscal Year 2025			
	Budget	Actual	Variance	Year to Date Budget	Year to Date Actual	Variance	Variance %
Operating							
Revenue	\$ 2,765,742.00	\$ 3,551,342.34	\$ 785,600.34	\$ 5,531,484.00	\$ 6,123,706.73	\$ 592,222.73	11.1%
Expenses							
Labor *	\$ 1,166,793.00	\$ 1,092,292.41	\$ 74,500.59	\$ 2,333,586.00	\$ 2,184,584.82	\$ 149,001.18	6.4%
Services	1,341,633.30	57,072.37	1,284,560.93	2,683,266.60	294,102.38	2,389,164.22	89.1%
Utilities & Materials	952,621.84	465,845.86	486,775.98	1,905,243.68	1,186,696.36	718,547.32	38.1%
Total Operating Expenses	\$ 3,461,048.14	\$ 1,615,210.64	\$ 1,845,837.50	\$ 3,461,048.14	\$ 3,665,383.56	\$ (204,335.42)	(6.0%)
Debt Service Principal & Interest	251,033.00	292,691.32	(41,658.32)	251,033.00	292,691.32	(188,785.98)	(75.2%)
Operating and Debt Expenses	\$ 3,712,081.14	\$ 1,907,901.96	\$ 1,804,179.18	\$ 3,712,081.14	\$ 3,958,074.88	\$ (245,993.74)	-7.0%
Net Income (Loss)	\$ (946,339.14)	\$ 1,643,440.38	\$ 2,589,779.52	\$ 1,819,402.86	\$ 2,165,631.85	\$ 346,228.99	(19.0%)

* Current month's labor is estimated

Capital Projects and Purchases**

	Fiscal Year Budget	August FYD 2025 Actual	Remaining Budget
Water Utility Funded Projects			
IT-Expansion Capital Purchases--	\$ 968,434.45	\$ 25,249.42	\$ 943,185.03
Eng-Job 18-3 -Kuhio Hwy Hardy-Oxford 16IN M	2,808,941.82	2,398.95	2,806,542.87
Eng-56%R-Job 23-03 Kuhio Hwy Papaloa to Wai	318,284.46	25,959.36	292,325.10
Cns-44%R-09-01 Yamada Tank Clearwell, Conn I	2,777,114.24	19,028.69	2,758,085.55
Ops-R&R-Upgrade and Replace SCADA RTU and	261,281.91	77,994.60	183,287.31
Ops-RandR Capital Purchases	2,193,999.05	19,268.21	2,174,730.84
Ops-Expansion Capital Purchases	631,573.69	157,439.08	474,134.61
Projects with budget but no activity	12,981,451.56		12,981,451.56
	\$ 22,941,081.18	\$ 327,338.31	\$ 22,613,742.87
			-
FRC Funded Projects			
Projects with budget but no activity	\$ 6,165,434.36		\$ 6,165,434.36
	\$ 6,165,434.36	\$ -	\$ 6,165,434.36
Build America Bonds Funded Projects			
Projects with budget but no activity	\$ 9,418,863.75		\$ 9,418,863.75
	\$ 9,418,863.75	\$ -	\$ 9,418,863.75
State Allotment Funded Projects			
WK-08-Kapaa Homesteads 2-0.5MG Tanks	\$ 2,400,000.00		\$ 2,400,000.00
WK-39, Kapaa Homesteads Well No. 4 Pump an	2,400,000.00		2,400,000.00
PLH-27 Kūhiō Highway (Hardy-Oxford) 16' Main	2,500,000.00		2,500,000.00
	\$ 7,300,000.00	\$ -	\$ 7,300,000.00
State Revolving Funded Projects			
WK-08, Kapaa Homesteads 2.0 5MG Tanks	\$ 5,200,000.00		\$ 5,200,000.00
Yamada Tank Conn Pipe	6,926,518.00		6,926,518.00
	\$ 12,126,518.00	\$ -	\$ 12,126,518.00
Total Capital Projects	\$ 57,951,897.29	\$ 327,338.31	\$ 57,624,558.98

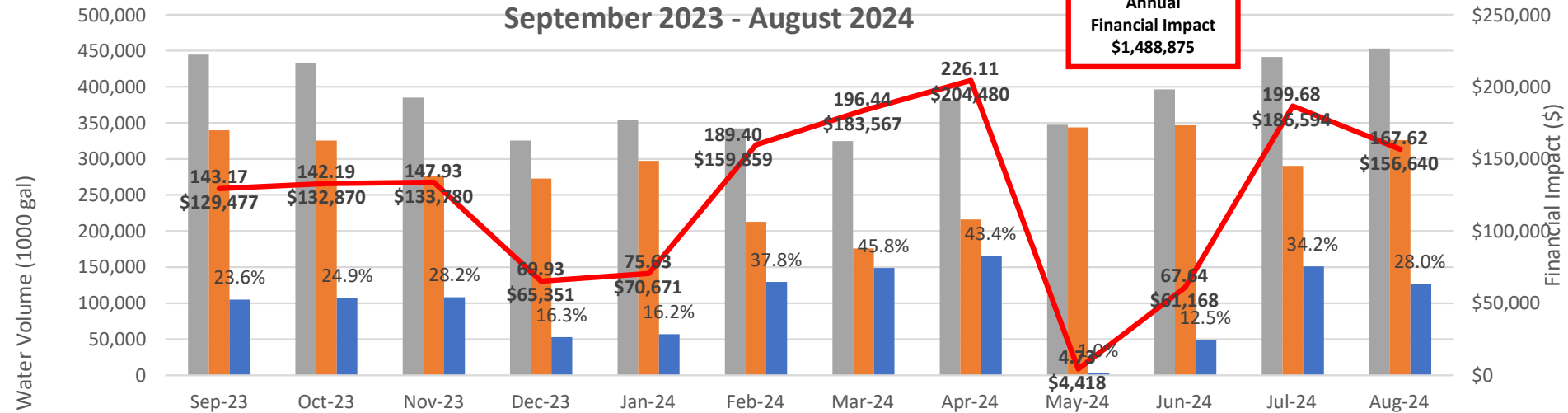
Selected Divisions

	August 2024			Fiscal Year 2025			
	Budget	Actual	Variance	Year to Date Budget	Year to Date Actual	Variance	Variance %
Engineering	\$ 881,339.59	\$ 281,565.14	\$ 599,774.45	\$ 1,762,679.18	\$ 501,863.27	\$ 1,260,815.91	72.1%
Fiscal	245,832.78	217,639.02	28,193.76	491,665.56	412,161.59	79,503.97	16.3%
Operations	1,561,895.28	1,542,776.76	19,118.52	3,123,790.56	2,279,949.80	843,840.76	27.3%
	\$ 2,689,067.65	\$ 2,041,980.92	\$ 647,086.73	\$ 5,378,135.30	\$ 3,193,974.66	\$ 2,184,160.64	41.0%



OPERATIONS DASHBOARD

Monthly Water Audit September 2023 - August 2024

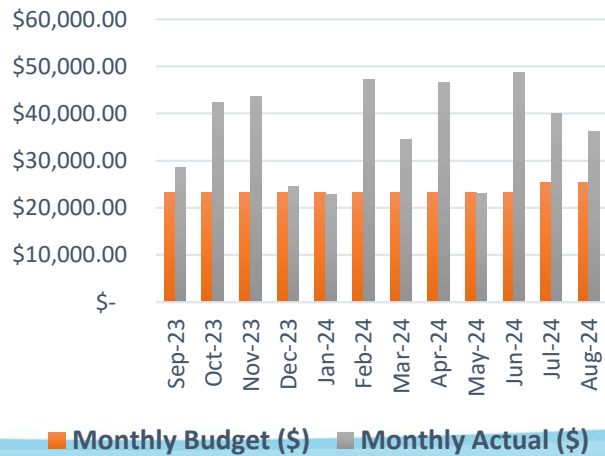


	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24
Produced (Kgals)	444,660	433,059	384,904	325,580	354,475	342,356	324,631	381,800	347,331	396,223	441,367	452,933
Customer Read (Kgals)	339,771	325,421	276,529	272,639	297,225	212,855	175,924	216,151	343,752	346,671	290,208	326,039
Non-Rev Water (Kgals)	104,889	107,638	108,375	52,941	57,250	129,501	148,707	165,649	3,579	49,552	151,159	126,894
Financial Impact	\$129,477	\$132,870	\$133,780	\$65,351	\$70,671	\$159,859	\$183,567	\$204,480	\$4,418	\$61,168	\$186,594	\$156,640

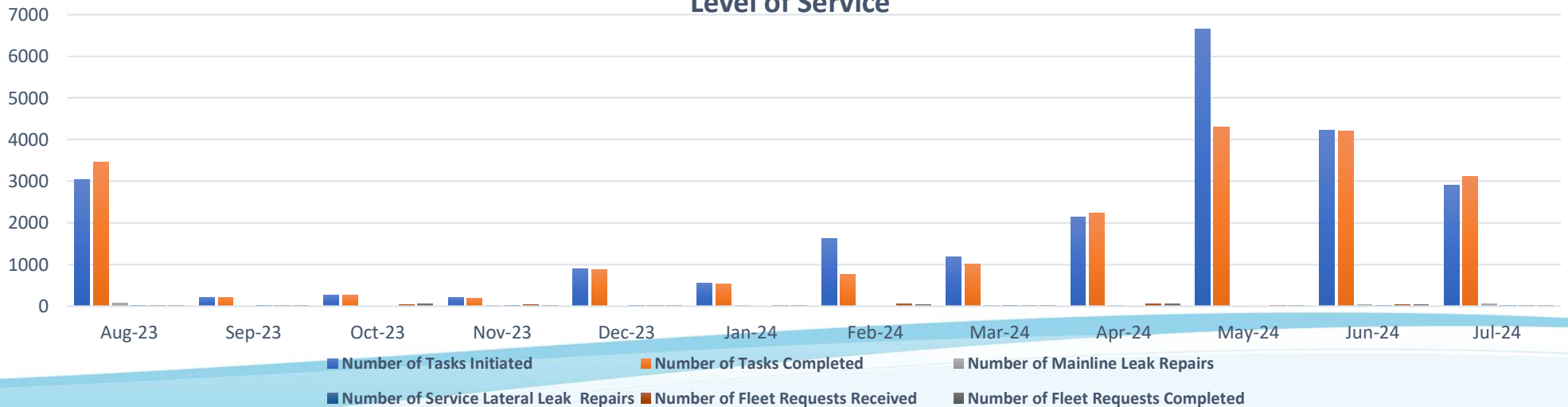
Ops Highlights:

1. Hired Assistant WPO. Recruiting for Water Meter Mechanic Helper and Lead Pipefitter.
2. Next meter transponder shipment will ship in September.
3. Cartegraph Backflow module implementation completed.
4. Training conducted for forklift safety, flagger certification, and respiratory/fit test.

Overtime



Level of Service



OPERATIONS

	Last Month		Current Month		Previous FY		Current FY	
					Year to Date		Year to Date	
STAFFING								
Budgeted Staff Vacancies	49	10	49	10	50	7	49	10
OVERTIME								
Budget (\$) Actual (\$)	\$25,416.67	\$40,124.98	\$25,416.67	\$36,256.54	\$46,566.67	\$52,297.38	\$50,833.33	\$76,381.52
FLEET MANAGEMENT								
# of Vehicles Active per day	40		41		42		41	
# of Vehicles Active per month	880		857		925		869	
METER PROGRAM								
# of Existing Meters Replaced	164		4		1		168	
# of Existing Meters Repaired	618		295		163		913	
# of New Meters Installed	4		11		14		15	
# of New Laterals Installed	1		1		3		2	

OPERATIONS



LEVEL OF SERVICE

	Last		Current		Previous		Current	
	Month	Month	Month	Month	FY YTD	FY YTD	FY YTD	FY YTD
# of Tasks Initiated	2904		3048		1007		5952	
# of Tasks Completed	3108		3456		872		6564	
# of Mainline Leak Repairs	62		79		28		141	
# of Service Lateral Leak Repairs	22		29		28		51	
# of Calls for Service	210		225		392		435	
# of Temporary Hydrant Meters Installed	3		2		7		5	
# One Call Request Received Completed	27	20	54	57	149	149	81	77
# of Auto Shop Requests Received Completed	21	19	17	18	66	63	38	37
# of Hydrant Hits	2		3		5		5	

WATER AUDIT

	Last	Current Month	Previous	Current
	Month		FY YTD	FY YTD
Water Produced (Million Gallons)	441.367	452.933	802.632	894.300
Customer Meter Reading (Million Gallons)	290.208	326.039	603.348	616.247
Non-Revenue Water (Million Gallons)	151.159	126.894	199.284	278.053
Non-revenue %	34%	28%	25%	31%
Financial Impact	\$186,593.69	\$156,640.49	\$245,999.76	\$343,234.18



ENGINEERING DASHBOARD

	Last Month		Current Month		Previous FY Year to Date		Current FY Year to Date	
STAFFING								
Budgeted Staff Vacancies	24	4	24	4	23	6	24	4
OVERTIME								
Budget (\$) Actual (\$)	\$12,900	\$13,200	\$12,900	\$21,000	\$9,800	\$33,700	\$25,800	\$34,200

CIP Project Highlights:

- Kapa‘a Homesteads 325’ Tanks
 - Final EA posted 9/8/24
 - NTP for construction 9/3/24
- Pu‘u Pane 1.0 MG Tank
 - Working to Finalize EA
- Kalāheo Water System Improvements Project
 - Poured wall of Yamada Tank on 9/5/24
- Kūhiō Highway (Hardy-Oxford) 18” Main Replacement
 - Anticipate Issuing IFB in September
- Hā‘ena 0.2 MG Tank
 - Performing Ka Pa‘akai analysis week of 9/9/24
- Weke, ‘Anae, Mahimahi and He‘e Rds Main Replacement
 - NTP for construction 9/3/24
- Hanapēpē Town Well MCC, Chlorination Facilities
 - Bid opening on 9/27/24
- Kapa‘a Homesteads Well No. 4 Pump and Controls
 - NTP for design-build 10/1/24

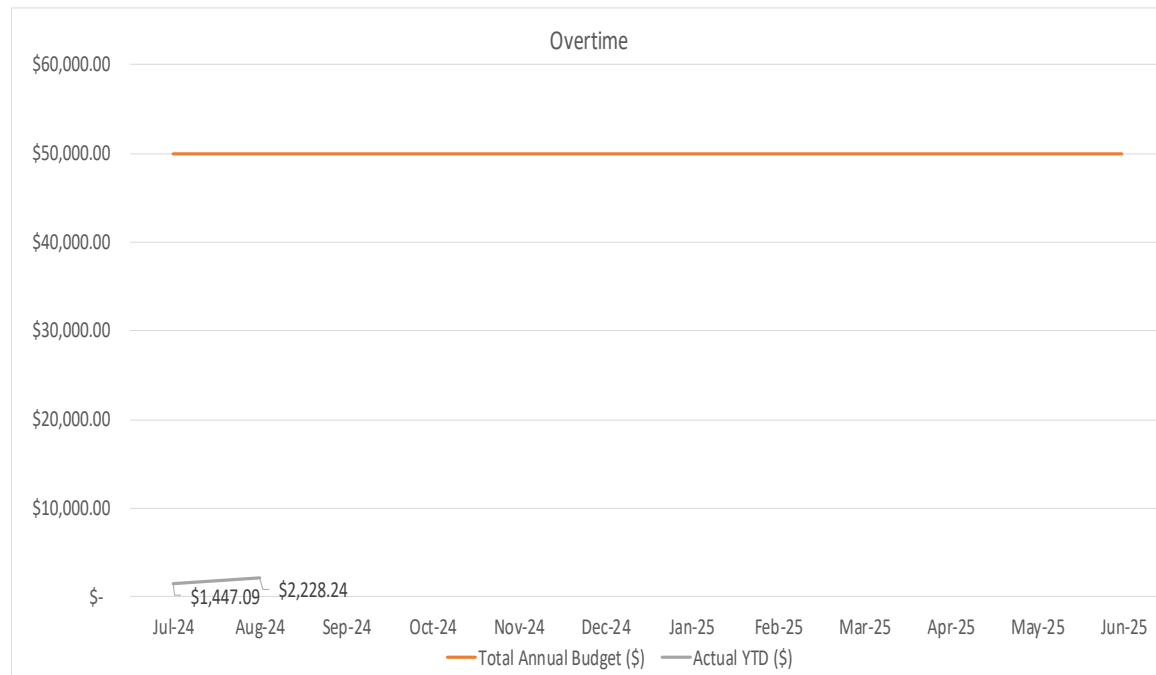
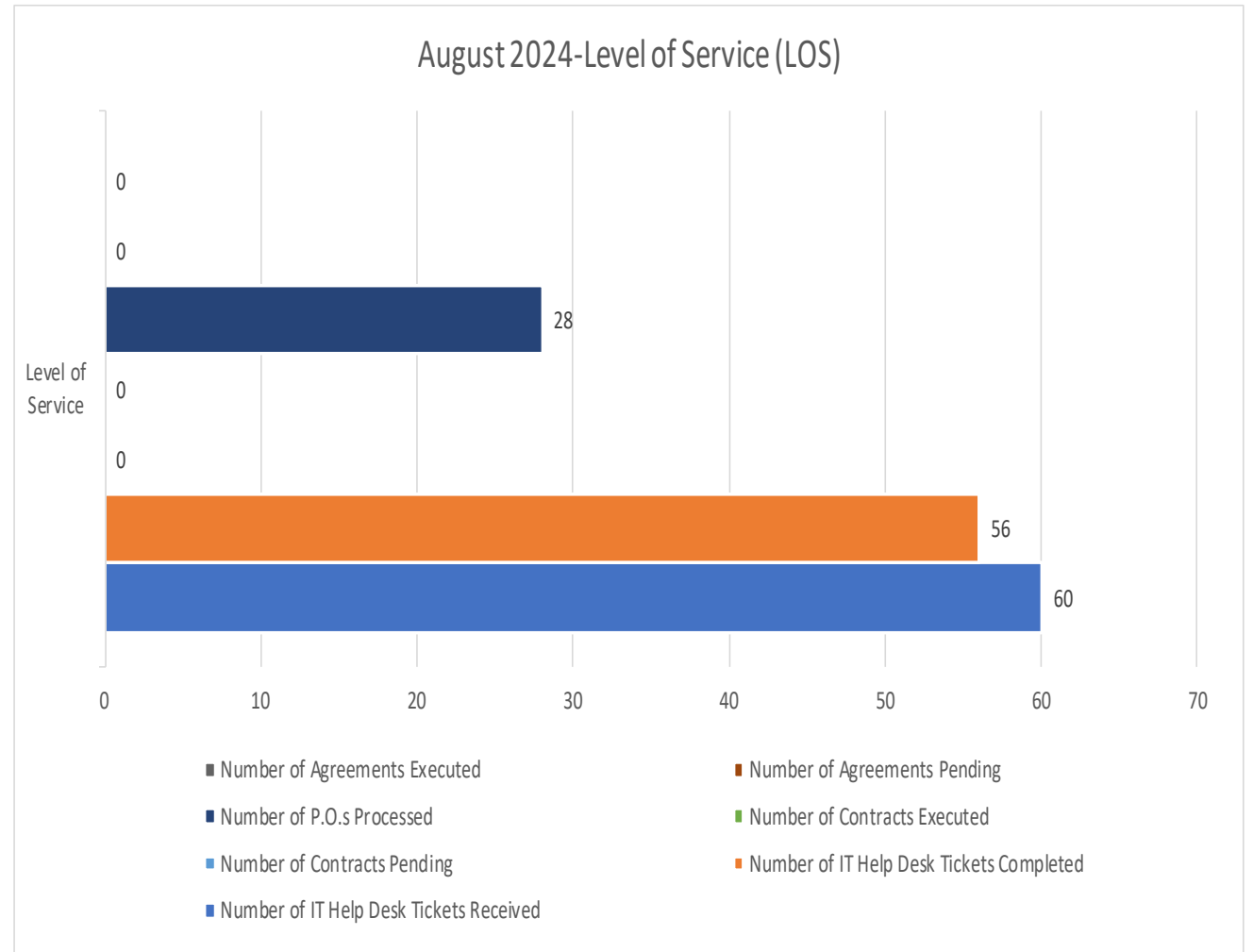
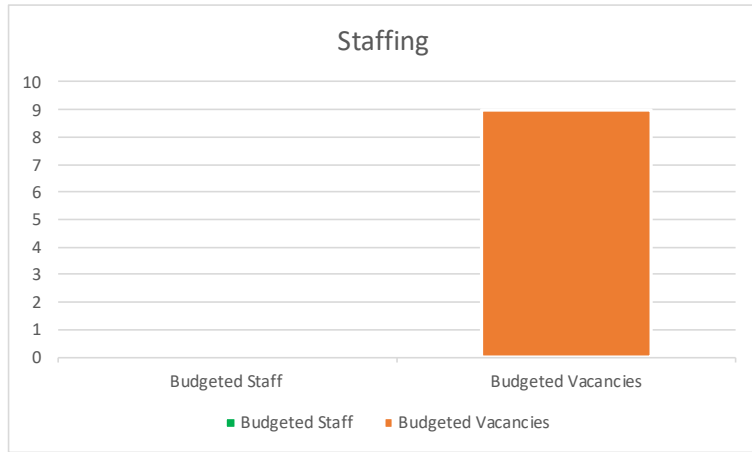
	Last Month		Current Month	
PROJECT MANAGEMENT				
DOW Projects In Design In Construction	30	6	30	6
Private Projects Design Approved In Construction	3	159	4	161
Private Projects Construction Completed	2		1	

ENGINEERING DASHBOARD

	Last Month		Current Month		Previous FY Year to Date		Current FY Year to Date	
WATER RESOURCES AND PLANNING								
Number of Customer Requests Received Completed								
Subdivision Applications, Zoning, Land Use and Variance Permits	4	9	8	3	14	2	12	12
ADU/ARU Clearance Applications	5	6	4	3	5	5	9	9
Building Permits	145	123	201	191	323	280	346	314
Water Service Requests	25	18	40	36	45	14	65	54
Government Records Request	4	3	2	0	2	2	6	3
Backflow Inspection # of Devices Tested	197		185		240		382	

- DOW Project Highlights:
- KWUDP Update
 - Briefed CWRM Board 9/17/24
 - Water System Improvements Plan (WSIP)
 - Evaluating CIP project list
 - Working on FRC update
 - Lead and Copper Rule Revisions (LCRR) Update
 - Reviewed and finalizing inventory
 - Deadline to submit inventory is 10/16/24

ADMINISTRATION DASHBOARD



ADMINISTRATION

	Jul-24		Aug-24		Previous FY YTD		Current FY YTD	
STAFFING								
Budgeted Staff vs Vacancies (Admin-HR-IT-PR)	17	9	0	9	8	9	17	9
OVERTIME								
Budget (\$) vs Actual (\$)	\$ 4,166.67	\$ 1,447.09	\$ 4,166.67	\$ 781.15	\$ 8,333.33	\$ 14,739.72	\$ 8,333.33	\$ 2,228.24

	Jul-24		Aug-24		Previous FY YTD		Current FY YTD	
LEVEL OF SERVICES								
# of IT Help Desk Tickets Received Completed	37	34	60	56	81	53	37	34
# of Legal Claims Outstanding Resolved	0	0	0	0	0	0	0	0
# of Contracts Pending Executed	0	1	0	0	3	2	0	1
# of Purchase Orders Processed	31		28		64		31	
# of Agreements Pending Executed	0	6	0	0	0	2	0	6
# of MOU MOA Pending	0	0	0	0	1	1	0	0
# of MOU MOA Executed	0	0	0	0	0	0	0	0
# of Customer Remarks	1		0		0		1	
# of Customer Compliments	0		0		0		0	

Notes: DOW Dashboard data tracking started November 2022 & Legal claims are compiled quarterly as of March, June, September, & December

DEPARTMENT OF WATER

"Water has no Substitute – Conserve it!"

INFORMATION & EDUCATION SPECIALIST REPORT

September 19, 2024

Public Notices and Announcements

All news releases are sent to statewide media partners, published on the Department of Water's (DOW) Facebook page and the County of Kaua'i's website at www.kauai.gov/press-releases. Notices labeled as a Public Service Announcement (PSA) are shared directly with local newspaper and radio stations and posted on the Department's Facebook page. Additionally, all roadwork notices are emailed to the Department of Transportation's (DOT) communications office.

Service Announcements

<i>Date Issued</i>	<i>Water System & Affected Service Areas</i>	<i>Announcement</i>	<i>Effective Date & Times</i>	<i>Other Notices</i>
08-09-2024 08-22-2024 08-29-2024 09-06-2024	Omao-Koloa	Water conservation notice for Omao-Koloa continues until further notice	June 6, 2024, from 10:30 a.m. until further notice	Kaua'i County Alerts (weekly)
08-06-2024 08-12-2024	n/a	DOW office to open at 9 a.m. on Tuesday, Aug. 13 Reminder: DOW office to open at 9 a.m. on Tue. Aug. 13	August 13	
08-12-2024	Kilauea-Princeville	Water conservation request issued for Anini Road, Kalihiwai Valley Estates, Princeville	August 12, 2024 Until further notice	Kauai County Alerts
08-15-2024 08-20-2024 09-06-2024	Kapa'a – Olohena Road	Water service shutdown scheduled on portion of Olohena Road Water service shutdown on Olohena Road cancelled Water service shutdown on portion of Olohena Road scheduled on Sept. 10	August 22, 2024 8:30 a.m. to 2:30 p.m. September 10, 2024 8:30 a.m. to 2:30 p.m.	Kaua'i County Alerts Kaua'i County Alerts Kaua'i County Alerts
08-24-2024 08-26-2024	Lihue – Eha Street	Water service shutdown scheduled for Eha Street Water service shutdown on Eha Street rescheduled to Sept. 5	August 28, 2024 9 a.m. to 3 p.m. September 5, 2024 9 a.m. to 3 p.m.	Kaua'i County Alerts Kaua'i County Alerts
08-26-2024	Kalaheo – Po'ohiwi Road	2-hr water service shutdown scheduled on Po'ohiwi Road	August 28, 2024 9 a.m. to 11 a.m.	Kaua'i County Alerts

08-27-2024	Koloa – Waialā Road, Waihoonou Road	Emergency water service shutdown 1 p.m. Update: water shutdown extended through 4:30 p.m. 3:30 p.m. Update: Water service restored	August 27, 2024 8:30 a.m. to 1 p.m. 1 p.m. to 4:30 p.m. Restored approximately 3:30 p.m.	Kaua`i County Alerts Kaua`i County Alerts Kaua`i County Alerts
08-27-2024 09-03-2024	Kilauea -Kalamania Road, Kalamania Place, portion of Kuhio Highway	Overnight water service shutdown scheduled on Sept. 3-4 Reminder notice sent	7 p.m. on Sept. 3 to 5 a.m. on Sept. 4	Kaua`i County Alerts Kaua`i County Alerts
08-28-2024	Kalaheo – Pu`uwai Road, Po`ohiwi Road (Kalaheo Water Systems Improvement Project)	Partial lane closures on Pu`uwai Road extended through Sept. 30	September 1-30, 2024	Kaua`i County Alerts
09-03-2024	Kilauea, Princeville	Water conservation notice issued for Princeville, includes DOW customers on Anini Road and Kalihiwai Valley Estates	September 6, 2024, until further notice	Kaua`i County Alerts

Public Relations Programs

Community Outreach & Education and Conservation Program

- The Department of Water sponsored reusable water bottles for the backpack re-entry program conducted by Catholic Charities Hawaii – Kauai Branch. The program assembles backpacks for residents re-entering the community from the Kauai Community Correctional Center and Kauai Court System. The goal for the program is to offer basic toiletries and needs such as drinking water, soap, etc. and provided much needed resources. In total, DOW has donated 100 water bottles and 5 water storage jugs to the program.

Advertising & Communications

- The Department’s “Wise Water Wednesday” advertising awareness campaign for the month of September includes continuance of weekly water conservation notices for Omao-Koloa customers, water emergency preparedness, ways to bill pay and water conservation tips. The weekly media campaign is posted on the Department’s Facebook page, aired on local radio stations and published on Wednesday in the Garden Island Newspaper (print and online).

Upcoming Community Outreach & Educational Events

- Hydration Station in Hanapepe – September 9, 2024
- Make a Splash with Project WET Festival – September 20, 2024

Project WET (Water Education Today) Hawaii

- The Department is preparing to welcome 782 fifth grade students and their teachers to Make a Splash with Project WET Festival on Friday, Sept. 20, 2023. Event set-up day is planned for Sept. 19 with volunteers from DOW staff and community groups gathering to prepare for the big event. Neighbor island and local groups provide integral support by sponsoring the

lecture portions of the water education activities along our DOW staff. This year's planning observations included noticeably higher than normal expenses due to increase in vendor fees and costs for putting on the event.

Attachments: *KITV.com* (Lane and road closure on Pu'uwai Road extended to late September)
KauaiNowNews.com (Lane and road closure on Pu'uwai Road extended)

Lane and road closure notices on Pu'uwai Road extended

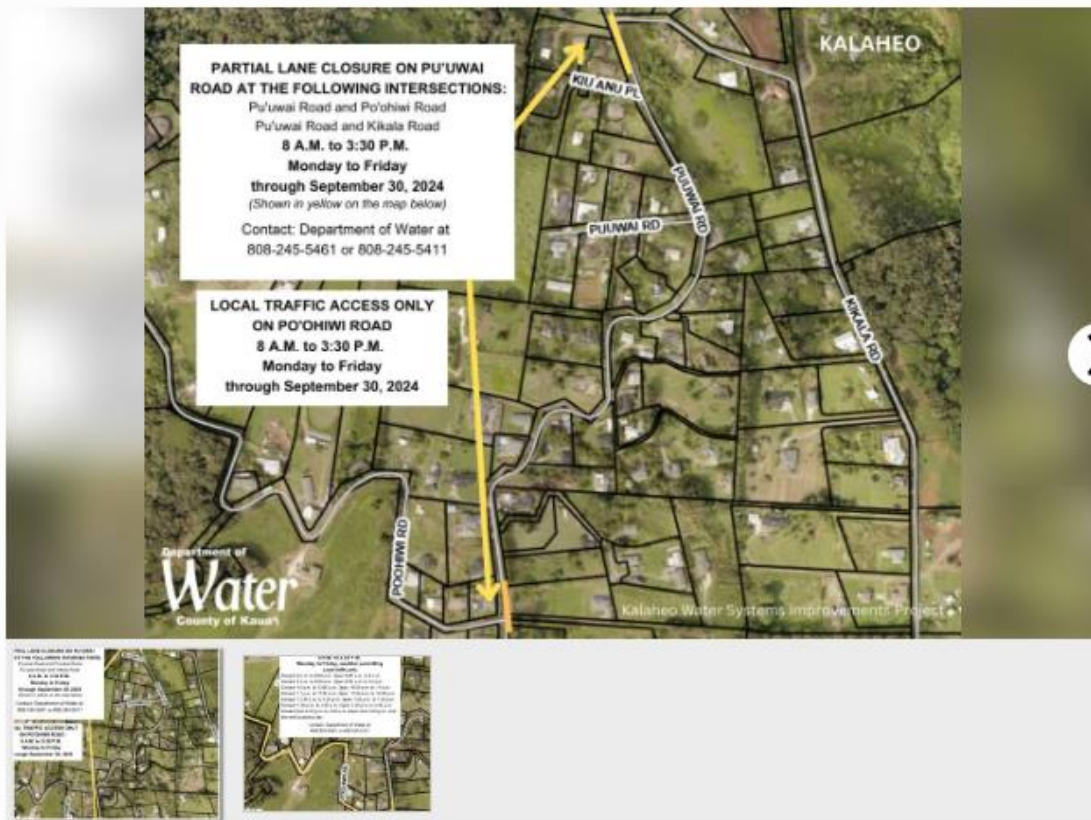
August 29, 2024 · 1:00 AM HST



Listen to this Article
2 minutes

A A A

The intermittent lane and road closure notices on Pu'uwai Road and Po'ohiwi Road for the Kalāheo Water Systems Improvements Project has been extended through Sept. 30, weather permitting.



The closures are to allow the Department of Water and its contractor, Hawaiian Dredging Construction Company, Inc. to excavate and conduct waterline work. Residents, pedestrians and

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motorists are advised to adhere to flaggers and posted signs at the following areas:

- Lane closures on Pu'uwai Road – Partial lane closures will be in place on Pu'uwai Road, between the intersection of Po'ohiwi Road and the intersection of Kikala Road from 8 a.m. to 3:30 p.m., Monday to Friday and on the north-end of Pu'uwai Road near Pu'ulima Road from 7 a.m. to 3:30 p.m. Additionally, intermittent lane closures will be implemented along Pu'uwai Road as work progresses through the area.
- Road closure on a portion of Pu'uwai Road – A road closure is being implemented on Pu'uwai Road from the intersection of Pu'ulima Road to the end of Pu'uwai Road, 24 hours a day, seven days a week. This portion of Pu'uwai Road is an unpaved road, without residential or commercial dwellings, therefore, no vehicle or pedestrian access and no parking will be allowed in the work zone. Road closure signs and barriers will be posted.
- Local traffic only on Po'ohiwi Road – Due to the narrow roadway, access will be granted to local traffic only on Po'ohiwi Road during the hours of 8 a.m. to 3:30 p.m., Monday to Friday. Additionally, the following road work schedule is currently in place for Po'ohiwi Road and will continue until work is completed.

Po'ohiwi Road Access schedule below is subject to change, weather permitting:

- Closed: 8 a.m. to 8:50 a.m. Open 8:50 a.m. to 9 a.m.
- Closed: 9 a.m. to 9:50 a.m. Open 9:50 a.m. to 10 a.m.
- Closed: 10 a.m. to 10:50 a.m. Open 10:50 a.m. to 11 a.m.
- Closed: 11 a.m. to 11:50 a.m. Open 11:50 a.m. to 12:30 p.m.
- Closed: 12:30 p.m. to 1:20 p.m. Open 1:20 p.m. to 1:30 p.m.
- Closed: 1:30 p.m. to 2:20 p.m. Open 2:20 p.m. to 2:30 p.m.
- Closed from 2:30 p.m. to 3:20 p.m. Open from 3:20 p.m. until the next business day.

This notice may be extended due to weather and as project needs and schedule updates arise.

For more information or questions, contact the contractor Chansen Oshiro at 808-397-9627 or the Department of Water at 808-245-5461.

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Lane and road closure on Puuwai Road extended to late September

By Jeremiah Estrada Aug 28, 2024 Updated 15 hrs ago 0



Courtesy of Kauai Department of Water

KAUAI COUNTY, Hawaii (Island News) -- Lane and road closure notices on Puuwai Road and Poohiwi Road for the Kalaheo Water Systems Improvements Project were extended until Sept. 30, 2024.

Excavation and waterline work by the Department of Water (DOW) and its contractor, Hawaiian Dredging Construction Company, Inc. (HDCCI) is being conducted on Poohiwi Road. The work is along portions of Puuwai Road with weather permitting.

For the following areas, residents, pedestrians and motorists are advised to adhere to workers and posted signs:

- **Lane closures on Puuwai Road** – Partial lane closures on Puuwai Road, between the intersection of Poohiwi Road and the intersection of Kikala Road from 8 a.m. to 3:30 p.m., Monday to Friday. Lane closure on the north-end of Puuwai Road near Puulima Road from 7 a.m. to 3:30 p.m. Additionally, intermittent lane closures will be implemented along Puuwai Road during work in the area.

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- **Road closure on a portion of Puuwai Road** – A road closure on Puuwai Road from the intersection of Puulima Road to the end of Puuwai Road for 24 hours a day, seven days a week. This portion of the road is unpaved, without residential or commercial dwellings, therefore, vehicle or pedestrian access and parking will not be allowed in the work zone. There will be road closure signs and barriers posted.
- **Local traffic only on Poohiwi Road** – Due to the narrow roadway, access will be granted to local traffic only on Poohiwi Road from 8 a.m. to 3:30 p.m., Monday to Friday. Additionally, the following road work schedule is in place for Poohiwi Road until work is completed.

This Poohiwi Road Access Schedule is subject to change with weather permitting.

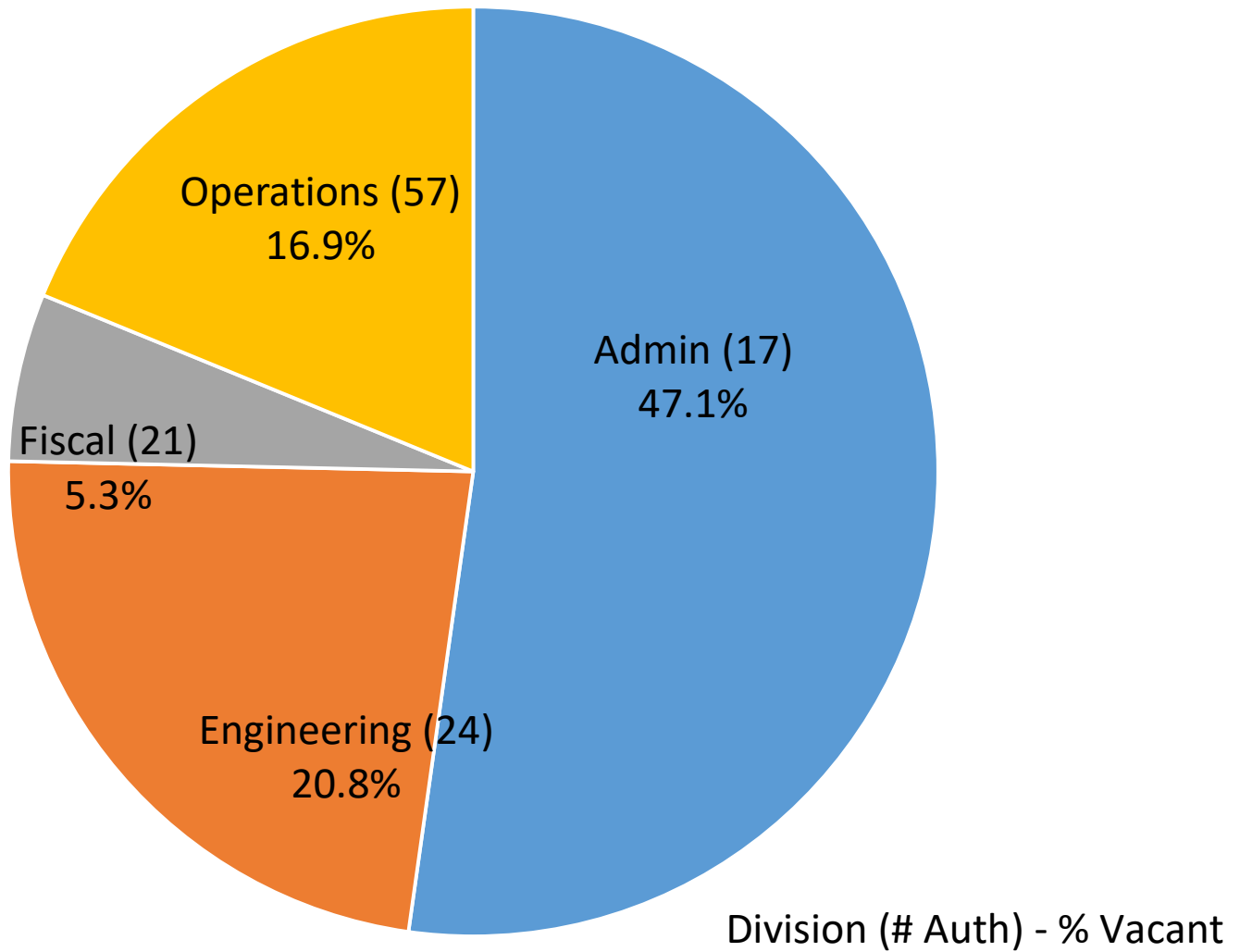
- Closed: 8 a.m. to 8:50 a.m. Open 8:50 a.m. to 9 a.m.
- Closed: 9 a.m. to 9:50 a.m. Open 9:50 a.m. to 10 a.m.
- Closed: 10 a.m. to 10:50 a.m. Open 10:50 a.m. to 11 a.m.
- Closed: 11 a.m. to 11:50 a.m. Open 11:50 a.m. to 12:30 p.m.
- Closed: 12:30 p.m. to 1:20 p.m. Open 1:20 p.m. to 1:30 p.m.
- Closed: 1:30 p.m. to 2:20 p.m. Open 2:20 p.m. to 2:30 p.m.
- Closed from 2:30 p.m. to 3:20 p.m. Open from 3:20 p.m. until the next business day.

This closure may be extended due to weather and as project needs and schedule updates arise.

For more information or questions, HDCCI's Chansen Oshiro can be reached at 808-397-9627 or the DOW at 808-245-5461.

###

% Vacancy Within Each Division Level



DEPARTMENT OF WATER

County of Kaua‘i

“Water has no substitute – Conserve It!”

MANAGER’S UPDATE

September 19, 2024

Pursuant to Board Policy No. 3

**1. CHANGE ORDER NO. 4 FOR CONTRACT NO. 735 WITH DERRICK’S WELL DRILLING & PUMP SERVICES, LLC.
JOB NO. 23-01, KŌLOA WELL “A” PUMP REPLACEMENT**

RECOMMENDATION:

It is recommended that the Manager approve Change Order No. 4 for a contract time extension of 98 calendar days to the contract time.

FUNDING:

Account No.	10-40-50-560-000		
Acct Description	WU/Ops/PandP/Repairs and Maintenance – Water System		
Funds Available	<i>Verified by WWC</i>		\$N/A
Contract No.	735		
Vendor	Derrick’s Well Drilling & Pump Services, LLC		
	Contract Amount	\$169,316.00	
	5% Contingency	\$8,466.00	
	Change Order No. 1 (05/18/23)	\$0.00	
	Change Order No. 2 (02/15/24)	\$0.00	
	Change Order No. 3 (04/18/24)	\$0.00	
	Total Funds Certified To Date	\$177,782.00	
Change Order No. 4:			
	Contract Time Extension of 98 calendar days	\$0.00	
	Total Change Order	\$0.00	<\$N/A>
	Contract Amount To Date	\$169,316.00	
Fund Balance			\$N/A

BACKGROUND:

Contract NTP Date: May 1, 2023
 Original Contract End Date: January 26, 2024
 New Contract End Date: October 15, 2024

This contract change order is to add a no cost time extension, no funds requested. There was an emergency pump repair on Moloka‘i that delayed the shipment of the pump rig to Kaua‘i. The Department finds this request to be reasonable considering the emergency on Moloka‘i.

**2. UPDATE CONTRACT FUNDING FOR CONTRACT NO. 764, R.M. TOWILL CORPORATION
 JOB NO. 24-01, PLH-35B, KAPAIA CANE HAUL ROAD 18" WATER LINE ENVIRONMENTAL PERMITTING**

RECOMMENDATION:

It is recommended that the Manager approve the updated contract funding for the professional services contract to R.M. Towill Corporation, for the subject project.

FUNDING:

Account No.	10-20-00-605-141	
Acct Description	WU/Eng/AdminCapital Outlay-Expansion (Kapaia Cane Haul Road 18" Main), reference MR#24-23 (05/16/24)	\$1,250,000.00
Account No.	10-20-10-540-010	
Acct Description	WU/Eng/Admin/Professional Services	\$375,000.00
Contract No.	764	
Vendor	R.M. Towill Corporation	
	Contract Amount	\$1,499,375.70
	5% Contingency	\$N/A
	Total Funds Certified	\$1,499,375.70
Replacing Funds from G/L Acct No. 40-20-00-605-141 (FY24) with 10-20-10-540-010		\$375,000.00

BACKGROUND:

The Department of Water (DOW) needs to perform an updated environmental review for the Kapaia Cane Haul Road 18" Water Line based on the September 23, 2022 Hawai'i Supreme Court ruling which found that a 2018 Hawai'i Revised Statutes (HRS) Chapter 343 Final Environmental Assessment (FEA) and Finding of No Significant Impact (FONSI) did not adequately analyze secondary and cumulative impacts; thus, did not provide sufficient information for meaningful public participation in the environmental review process. This contract will update the environmental review for the project.

The contract award was initially awarded in FY24 using a combination of water utility (WU) funds and a State appropriation grant of \$1,124,375.70 and \$375,000.00, respectively. When requesting the State release the appropriated funds it was determined that the project description in the State appropriation identified the pipeline as a 19" diameter water line instead of an 18". As a result, the state is unable to release the funds to the Department. The Department is working with the State to amend the project description and is temporarily using its funds for the contract until the project description is updated and we can request and receive the state appropriation amount of \$375,000.00.

**3. EMERGENCY PROCUREMENT #EP-2024-01, CONTRACT AWARD TO HAWAI'I DRILLING & PUMP SERVICES, LLC
 JOB NO. 24-16, PIWAI WELL NO. 2 EMERGENCY REPAIR**

RECOMMENDATION:

It is recommended that the Manager approve additional funds to Hawai'i Drilling & Pump Services, LLC to perform emergency repairs to Piwai Well No. 2.

FUNDING:

Account No.	10-40-00-604-999		
Acct Description	WU/Ops/Capital Outlay – R&R/Misc. Capital Purchases		
Funds Available	<i>Verified by WWC</i>		\$294,000.00
Vendor	Hawai'i Drilling & Pump Services, LLC		
	PO#5824 (06/18/24)	\$97,500.00	
	PO#5869 (07/24/24)		
	Purchase Replacement Appurtenances (Manager's Report No. 25-02, approved 07/18/24)	\$294,000.00	<\$294,000.00>

BACKGROUND:

Piwai Well No. 2 catastrophically failed on June 6, 2024. The Board entered into emergency procurement with Hawai'i Drilling & Pump Service to pull and replace the well pump. Upon removal of the pump and appurtenances, it was determined that the damage was significant to warrant replacement of the column pipe, combo couplings, pump shafts, shaft couplings, and shaft bushings.

The contractor and Department assessed the potential to rehabilitate the damaged components based upon an external visual inspection. However, without more detailed assessment of the damage, the extent of the damage is unknown to provide a time frame for the work to be completed. Estimating for complete rehabilitation of all components, the cost is similar to the purchase of new equipment with a significant time saving.

Given the criticality of the system's situation, the time required for a detailed assessment and rehabilitation work to be completed, the purchase of new components is most efficient to resolve this emergency situation. Additionally, the use of new components would provide a longer life expectancy of the system.

Manager's Report No. 25-02 was submitted and approved at the July 18, 2024 board meeting.

4. UPDATED MEMORANDUM OF UNDERSTANDING BETWEEN THE OFFICE OF THE AUDITOR, STATE OF HAWAI'I, AND DEPARTMENT OF WATER, COUNTY OF KAUA'I

RECOMMENDATION:

It is recommended that the Manager approve the updated Memorandum of Understanding between the Office of The Auditor, State of Hawaii, and the Department of Water, County of Kauai, to perform audit services for FY June 30, 2023 and 2024.

FUNDING:

Account No.	10-31-10-540-010		
Acct Description	WU/Acctg/Admin/Professional Services - General		
Funds Available	Verified by WWC		\$4,200.00
Contract No.	n/a		
Vendor	Office of the Auditor, State of Hawaii		
	Year 1 of 3 (FY2022)	\$3,700.00	
	Total Funds Certified	\$3,700.00	
Updated MOU:			
	Total for Year 2 of 3 (FY2023)	\$4,200.00	<\$4,200.00>
Total MOU to date		\$7,900.00	

BACKGROUND:

The Office of the Auditor coordinates the audit of the of the Employee's Retirement System of the State of Hawaii ("ERS") to meet the Governmental Accounting Standards Board ("GASB") reporting requirement for GASB 68.

The Department of Water ("DOW") is a participating employer of the ERS pension fund and by participating in this MOU, the DOW will receive a copy of the audited schedule of employer allocations for pension expense, deferred outflows of resources, deferred inflows of resources and net pension liability. This information will be used in the annual preparation of the DOW's financial statements.

The original MOU executed is for a period of three years (we are in Year 2 of 3), and the annual cost-share is budgeted for each fiscal year. This updated MOU reflects the change in auditors from Eide Bailly LLP to KKDLY LLC and audit cost.

CONVEYANCE OF WATER FACILITIES NONE