

MINUTES
BOARD OF WATER SUPPLY
Thursday, December 15, 2022

The Board of Water Supply, County of Kaua'i, met in a regular meeting in Līhu'e on Thursday, December 15, 2022. Chair Julie Simonton called the meeting to order at 9:37 a.m. The following Board members were present:

BOARD:

Ms. Julie Simonton, *Chair*
Mr. Kurt Akamine
Mr. Larry Dill
Mr. Troy Tanigawa

EXCUSED:

Mr. Greg Kamm
Mr. Tom Shigemoto
Mr. Ka'aina Hull

GUESTS:

Beth Tokioka, Cameron Kruse, Fred Pascual (KIUC); Kaipo Duncan (DHHL)

Quorum was achieved with 4 members present at Roll Call.

ANNOUNCEMENTS

Next Scheduled Meeting: Thursday, January 26, 2023 (tentative) – 9:30 a.m.

APPROVAL OF AGENDA

The agenda was approved with no objections.

APPROVAL OF MEETING MINUTES

1. Regular Board Meeting – November 17, 2022
2. Executive Session – November 17, 2022

The meeting minutes were approved with no objections.

PUBLIC TESTIMONY

No public testimony was received.

OLD BUSINESS

1. *Manager's Report No. 23-07* Discussion and Possible Action on a Determination pursuant to Hawaii Revised Statutes Ch. 201M; the Repeal of Part 1, Rules of Administrative Practice and Procedure, Section III Officers and Their Duties, subsection 1 Chairperson, paragraph b, subparagraph 2; the Repeal of Part 1, Rules of Administrative Practice and Procedure, Section III Officers and Their Duties, subsection 3 Secretary, paragraphs b, c. and d; and confirmation that the administrative functions covered in these Rules are delegated to and shall remain with Department personnel. (*deferred from November 17, 2022 meeting*)

At the request of Board member Dill, Deputy County Attorney Mahealani Krafft provided a brief summary of the proposed amendments to the Administrative Rules.

Board member Dill moved to approve Manager's Report No. 23-07, seconded by Mr. Akamine; with no objections, motion carried with 4 Ayes.

2. Manager's Report No. 23-08 Discussion and Possible Action on Manager and Chief Engineer's Proposed Goals for 2023 (*deferred from November 17, 2022 meeting*)
Board member Dill moved to approve Manager's Report No. 23-08, seconded by Mr. Akamine; with no objections, motion carried with 4 Ayes.

NEW BUSINESS

1. Manager's Report No. 23-09 Discussion and Adoption of Resolution No. 23-04, Farewell to Brian M. Fujii (Retiree), Water Service Investigator II, Operations Division

Chief of Operations Val Reyna shared some highlights of Brian's career with the Department of Water and wished him a happy retirement.

Board member Akamine moved to approve Manager's Report No. 23-09, seconded by Mr. Tanigawa; with no objections, motion carried with 4 Ayes.

2. Manager's Report No. 23-10 Discussion and Adoption of Resolution No. 23-05, Farewell to Amy S.K. Kiyotsuka (Retiree), Clerk Dispatcher II, Operations Division

Chief of Operations Val Reyna shared some highlights of Amy's career with the Department of Water and wished her a happy retirement.

Board member Tanigawa moved to approve Manager's Report No. 23-10, seconded by Mr. Akamine; with no objections, motion carried with 4 Ayes.

3. Manager's Report No. 23-11 Resolution No. 23-06 Discussion and Adoption of Resolution No. 23-06, Mahalo and Aloha to Board Member Gregory Kamm

Chair Simonton expressed her gratitude and appreciation for Greg's contributions to the Board of Water and wished him a fond Mahalo and Aloha.

Board member Akamine moved to approve Manager's Report No. 23-11, seconded by Mr. Tanigawa; with no objections, motion carried with 4 Ayes.

4. Manager's Report No. 23-12 Discussion and Possible Action to approve the License Easement No. 853 Agreement from the State of Hawaii, Department of Hawaiian Home Lands (DHHL) for access and water utility purposes for the Kauai Island Utility Cooperative (KIUC), Anahola Solar Project Service Center TMK: (4) 4-7-004:002

Civil Engineer Jason Kagimoto provided a summary of Manager's Report No. 23-12.

Board member Dill moved to approve Manager's Report No. 23-12, seconded by Mr. Akamine; with no objections, motion carried with 4 Ayes.

5. Manager's Report No. 23-13 Discussion and Possible Action to approve additional funding for Job No. 23-01, Koloa Well "A" Pump Replacement

Chief of Operations Val Reyna provided a summary of Manager's Report No. 23-13. Board member Dill asked why there is such a large disparity between the bids received. Mr. Reyna explained that all bidders are from the outer islands, so mobilization costs are a factor; however, Derrick's Well Drilling & Pumping Services has their equipment on-island so their mobilization costs are much lower. He added that Derrick's has successfully completed projects for DOW in the past. Manager Joe Tait asked if there are any other locally drillers that we solicited to which Mr. Reyna stated yes, but they did not receive any communication back.

Mr. Dill asked what the contract time is for performance to which Mr. Reyna stated it is either 180 or 270 days but noted that lead time for ordering the pumps is more than 90 days.

Board member Dill moved to approve Manager's Report No. 23-13, seconded by Mr. Tanigawa; motion carried with 4 Ayes.

4. *Manager's Report No. 23-14* Discussion and Possible Action on Joint Funding Agreement with U.S. Geological (USGS) for the period of October 1, 2022 to September 30, 2023

Deputy Manager Michael Hinazumi provided a summary of Manager's Report No. 23-14. Board member Dill stated

STAFF REPORTS

1. Fiscal - Statement of Revenues and Expenditures
 - a. November Monthly Summary Budget
 - b. Accounts Receivable Aging Summary
2. Public Relations Activities – updates on Public Notices & Announcements, Community Outreach & Education, Upcoming Events, and Project WET
3. Operational Activities – Monthly service dashboard & highlights, Monthly comparison of water produced, customer meter read, and water loss
4. Manager and Chief Engineer – update on monthly activities, personnel matters, and required communications to the Board

TOPICS FOR NEXT BOARD OF WATER SUPPLY MEETING: *(January)*

1. DOW Draft Audit Financial Statements and Independent Auditor's Report for Fiscal Year Ending 2022

TOPICS FOR FUTURE BOARD OF WATER SUPPLY MEETING

2. Update regarding DOW's Water System Investment Plan
3. Report from Manager and Chief Engineer – Manager's DOW Performance Audit
4. Updates on various DOW Programs identified in December, 2021-22

EXECUTIVE SESSION:

Pursuant to Hawaii's 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).

1. Pursuant to Hawaii Revised Statutes §92-4 and §92-5(a)(4) the purpose of this Executive Session is to consult with the Board's attorney on questions and issues pertaining to the board's powers, duties, privileges, immunities, and liabilities as it relates to:

KIA'I WAI O WAI'ALE'ALE v. DEPARTMENT OF WATER, COUNTY OF KAUA'I, Civ. No.5CC 18-1-0063 and SCAP 20-000487

2. Pursuant to Hawaii Revised Statutes §92-4 and §92-5(a)(2) the purpose of this Executive Session is to consider the hire, evaluation, dismissal, or discipline of an officer or employee or of charges brought against the officer or employee, where consideration of matters affecting privacy will be involved; provided that if the individual concerned requests an open meeting, an open meeting shall be held:

Annual Job Performance Evaluation for the Manager and Chief Engineer

The Board invited Manager Tait to be called back in following Board discussion.

The Board entered into Executive Session at 10:34 a.m.

The Board resumed in open session at 11:38 a.m.

ADJOURNMENT

The meeting was adjourned at 11:38 a.m.

Respectfully submitted,

Cherisse Zaima

Cherisse Zaima
Commission Support Clerk

Approved,

kurt akamine

[kurt akamine \(Feb 3, 2023 14:06 HST\)](#)

Kurt Akamine
Secretary, Board of Water Supply

12-15-22 RBM Open Session Minutes

Final Audit Report

2023-02-04

Created:	2023-02-03
By:	Cherisse Zaima (czaima@kauaiwater.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAABVHAA-bUZInP2RBWvQKMC46eoxdmszTF_

"12-15-22 RBM Open Session Minutes" History

 Document created by Cherisse Zaima (czaima@kauaiwater.org)

2023-02-03 - 11:28:41 PM GMT

 Document emailed to kakamine@kauaiwater.org for signature

2023-02-03 - 11:29:06 PM GMT

 Email viewed by kakamine@kauaiwater.org

2023-02-04 - 0:05:18 AM GMT

 Signer kakamine@kauaiwater.org entered name at signing as kurt akamine

2023-02-04 - 0:06:11 AM GMT

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