

MINUTES
RULES COMMITTEE MEETING
February 22, 2024

The Rules Committee of the Board of Water Supply, County of Kauai met on Thursday, February 22, 2024. Committee Chair Kurt Akamine called the meeting to order at 8:35 a.m. Quorum was achieved with **3** members present.

COMMITTEE MEMBERS

Kurt Akamine, *Committee Chair*
Julie Simonton
Troy Tanigawa

PUBLIC TESTIMONY

None.

NEW BUSINESS:

1. *Manager's Report No. 24-09* Discussion and Possible Action to consider amending the Department of Water, County of Kaua'i, Rules and Regulations, Part 2 for Water Service Connection, Part 4 for the Furnishing of Water Service in the County of Kaua'i and Board Policy No. 9 titled, "Meter Reading and Rendering of Bills."

Deputy Manager Michael Hinazumi provided a summary of the Manager's Report submitted. **Committee Member Julie Simonton moved to approve Manager's Report No. 24-09, seconded by Mr. Tanigawa; with no objections, motion carried with 3 Ayes.**

In connection to Manager's Report No. 24-09 and pursuant to Board Rules Part 1, Section 4.6, Chair Akamine proposed the following committee report to the Board:

Findings of Fact:

- The Rules Committee was referred Manager's Report No. 24-09 on February 15, 2024.
- The Rules Committee held a committee meeting on February 22, 2024, to discuss and take action on Manager's Report No. 24-09.
- After listening to and considering the facts and circumstances presented to the committee, the Rules Committee approved Manager's Report No. 24-09.
- The Rules Committee finds that the Department's staff is unduly burdened by the failure of meter equipment, specifically, the failure of transponder equipment.
- The transponder failure now requires staff to manually read the meters rather than relying on automatic meter reads.
- It is impractical for the Department's staff to manually read the meters on a monthly basis.

Conclusion:

The Rules Committee concludes a rule amendment to Rules Part 2, Section 7, is necessary to adequately address the burden placed on Department staff by allowing the Department to render estimated monthly bills.

Recommendation:

The Rules Committee recommends the Board hold a public hearing on an amendment to Rules Part 2, Section 7 to include language allowing estimated billing.”

Committee member Tanigawa asked if the Rules Committee has to agree on specific language to be proposed to the Board which Deputy County Attorney Tyler Saito explained that it is an option the Committee can pursue but it would have to be done at a later meeting. Alternatively, the full Board can consider the specific language.

Committee Member Simonton moved to approve the Rules Committee Report, seconded by Mr. Tanigawa; with no objections, motion carried with 3 Ayes.

ADJOURNMENT

The meeting adjourned at 8:42 a.m.

Respectfully submitted,

Cherisse Zaima

Cherisse Zaima
Commission Support Clerk