

MINUTES  
BOARD OF WATER SUPPLY  
**Thursday, December 19, 2024**

The Board of Water Supply, County of Kaua‘i, met in a regular meeting in Lihu'e on Thursday, December 19, 2024. Chair Tom Shigemoto called the meeting to order at 9:41 a.m. The following Board members were present:

**BOARD:**

Mr. Tom Shigemoto, *Chair*  
Ms. Julie Simonton, *Vice Chair*  
Ms. Micah Finnila  
Mr. Troy Tanigawa

**EXCUSED:**

Mr. Kurt Akamine  
Mr. Ka‘aina Hull

Quorum was achieved with 4 members present at Roll Call.

**ANNOUNCEMENTS**

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

**APPROVAL OF AGENDA**

**The agenda was approved with no objections**

**MEETING MINUTES**

1. Regular Board Meeting – November 21, 2024
2. Executive Session – November 21, 2024

**The minutes of the November 21, 2024 regular meeting and November 21, 2024 executive session were received for the record**

**PUBLIC TESTIMONY**

None

**CORRESPONDENCE**

1. Email dated December 4, 2024, from Sherrie Toma and Howard Carvalho re: debris from Albizia tree on DOW property causing damage to their roof

In response to Chair Shigemoto’s questions, Chief of Operations Ryan Smith stated that the Department is aware of the albezia trees referenced in the email, which are on DOW property, and is aware that leaves and small branches do fall, but no one has informed the department of any large branches falling and causing damage or blocking the road. Vice-Chair Simonton referenced the photos that were submitted and asked for clarification on where the house is located in relation to the tree as there are no photos of the house. Mr. Smith stated the house is across the road from the property, but the tree doesn’t extend that far. He believes the home owners are talking about debris from falling leaves. Ms. Finnila commented that they stated that they had replaced their roof because of this, which she found to be strange. Ms. Simonton asked if there are additional albezia trees in the area to which Mr. Smith stated that on the left side outside of DOW’s fence line are a whole bunch of albezia’s. Ms. Simonton questioned that the only albezia tree being specified in this letter is the one on DOW property. That being the case she would be inclined to receive for the record noting that since this tree does not extend onto

their property and because there are other albezia's in the area, she feels it would be a slippery slope for DOW to accept responsibility for the damage being claimed.

Deputy County Attorney Saito suggested that the Board refer it to the Department to dispose of even if there is no expectation for action to be taken now. This will allow the Department to do its due diligence to investigate, and from a liability standpoint, the Board can say it was referred to the Department to investigate and respond as necessary.

**Board member Simonton moved to refer this correspondence to the Department, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.**

### **NEW BUSINESS**

1. Discussion and Adoption of Resolution No. 25-04, Mahalo and Aloha to Dean Sacramed (Retiree), Maintenance Worker II, Operations Division

**Board member Simonton moved to adopt Resolution No. 25-04, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.**

**The meeting recessed at 9:47 a.m.**

**The meeting reconvened at 9:52 a.m.**

2. *Manager's Report No. 25-15* Discussion and Possible Action to receive and expend grant funds from the Hawaii Community Foundation

**Board member Simonton moved to approve Manager's Report No. 25-15, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.**

3. *Manager's Report No. 25-16* Discussion and Possible Action to Request Board Approval for the Indemnification Provisions of the Apple Business Manager Agreement between the Board of Water Supply, County of Kaua'i and Apple, Inc.

**Board member Simonton moved to approve Manager's Report No. 25-16, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.**

4. *Manager's Report No. 25-17* Discussion and Possible Action for Adoption of Budget Resolution 25-05 for the acceptance and expenditure of grant monies from the Legislature of the State of Hawai'i Supplemental Appropriations Act of 2024 for the Kapa'a Homesteads Tanks, Two 0.5 MG Tanks, Package B

Engineering Division Head Jason Kagimoto stated that with the efforts of Deputy Manager Michael Hinazumi as well as the support from Representatives Nadine Nakamura and Ron Kouchi, the Department was able to secure an additional \$2.4 million appropriation for this project.

**Board member Simonton moved to approve Manager's Report No. 25-17, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.**

5. Confirmation of Board Committee appointments for 2025

**Board member Simonton moved to confirm the Board Committee appointments for 2025, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.**

## **STAFF REPORTS**

1. Fiscal:
  - a. Monthly dashboard
  - b. Budget Report for October 2024
2. Operations – Monthly dashboard
3. Engineering – Monthly dashboard
4. Administration:
  - a. Monthly dashboard
  - b. 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: (December)**

### **TOPICS FOR FUTURE BOARD OF WATER SUPPLY MEETING:**

1. Resolutions for 2024 Employees of the Year

### **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**

The meeting was adjourned at 10:43 a.m.

Respectfully submitted,



Cherisse Zaima  
Commission Support Clerk