

**DEPARTMENT OF WATER SUPPLY  
COUNTY OF HAWAI‘I  
WATER BOARD MEETING  
AGENDA**

**MEETING DATE:** December 20, 2016

**TIME:** 10:00 a.m.

**PLACE:** Department of Water Supply, Operations Center Conference Room,  
889 Leilani Street, Hilo, Hawai‘i

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- 1) CALL TO ORDER – 10:00 a.m. (*please turn cell phones off or set to silent*)
- 2) STATEMENTS FROM THE PUBLIC
- 3) APPROVAL OF MINUTES – Minutes of the November 22, 2016, Water Board Meeting
- 4) APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA (if necessary)  
(**Note: Addendum requires Roll Call Vote**)
- 5) NORTH KOHALA:

**A. MEMORANDUM OF UNDERSTANDING FOR THE HALA‘ULA WELL AND TANK SITE IN THE DISTRICT OF NORTH KOHALA, TMK (3) 5-3-004:001:**

The Department of Water Supply has reached an agreement to acquire a portion of Tax Map Key (3) 5-3-004:001 for a well and reservoir site, including an easement, and obtain an immediate right of entry for survey and construction purposes. This Memorandum of Understanding identifies the responsibilities of the owner and the Department as a means to distinguish the modifications to our typical dedication documents where a developer is responsible for the water system improvements and conveys the improvements to the Water Board.

Staff has reviewed the Memorandum of Understanding and finds the terms of the document acceptable.

RECOMMENDATION: It is recommended that the Water Board approve the subject Memorandum of Understanding subject to the review and approval of Corporation Counsel and that the Chairperson or Vice-Chairperson be authorized to sign the documents.

**B. RIGHT OF ENTRY FOR THE HALA‘ULA WELL AND TANK SITE IN THE DISTRICT OF NORTH KOHALA, TMK (3) 5-3-004:001:**

*(This Item was deferred from the November 22, 2016, Board meeting.)*

The Department of Water Supply is working to acquire a portion of Tax Map Key (3) 5-3-004:001 for a well and tank site. In order to begin the design work prior to completion of the acquisition, DWS intends to execute a Right of Entry Agreement with the land owner.

**RECOMMENDATION:** It is recommended that the Water Board approve the subject Right of Entry Agreement for the Hala‘ula Well and Tank Site in the District of North Kohala, Tax Map Key (3) 5-3-004:001, subject to review and approval of Corporation Counsel, and that the Manager-Chief Engineer or the Deputy be authorized to sign the documents.

6) **MISCELLANEOUS:**

A. **DEDICATIONS:**

The Department has received the following document for action by the Water Board. The water system has been constructed in accordance with the Department’s standards, and is in acceptable condition for dedication.

**1. Partial Cancellation of Lease**

Lessor: Pu‘a Foundation aka The Board of the Hawaiian Evangelical Association

Lessee: Water Board of the County of Hawai‘i

Tax Map Key: (3) 2-5-001:011 and 012 portions

**RECOMMENDATION:** It is recommended that the Water Board accept this document subject to the approval of the Corporation Counsel, and that either the Chairperson the Vice-Chairperson be authorized to sign the document.

B. **VEHICLE BID NO. 2016-10, FURNISHING AND DELIVERING VEHICLES AND EQUIPMENT TO THE DEPARTMENT OF WATER SUPPLY:**

Bids were opened on December 8, 2016, at 2:00 p.m., and the following are the bid results:

	<b>Inter Pacific Motors, Inc., dba Orchid Isle Auto Center</b>	<b>IK Motors, Inc., dba Kamaaina Motors</b>	<b>Big Island Motors, Inc., dba Hilo Kona Mazda Subaru Hyundai</b>
<b>Part “A”</b>			
One (1) only 2016 or later, 1-ton crew cab with service body pickup, 4-wheel drive			
Total delivery price	<b>\$48,952.24</b>	\$51,212.17	No Bid
Delivery time (calendar days)	240		
<b>Part “B”</b>			
One (1) only 2016 or later, full-size pickup with extended cab, service body, 4-wheel drive			
Total delivery price	<b>\$41,670.97</b>	No Bid	No Bid
Delivery time (calendar days)	240		

	<b>Inter Pacific Motors, Inc., dba Orchid Isle Auto Center</b>	<b>IK Motors, Inc., dba Kamaaina Motors</b>	<b>Big Island Motors, Inc., dba Hilo Kona Mazda Subaru Hyundai</b>
<b>Part “C”</b>			
Two (2) only 2016 or later, mid-size extended cab pickup, 4-wheel drive			
Total delivery price	\$62,891.86	<b>\$60,918.36</b>	No Bid
Delivery time (calendar days)	180	180	
<b>Part “D”</b>			
One (1) only 2016 or later, mid-size regular cab pickup, 4-wheel drive			
Total delivery price	<b>\$28,286.55</b>	\$29,459.19	No Bid
Delivery time (calendar days)	180		
<b>Part “E”</b>			
One (1) only 2016 or later, mid-size extended cab pickup with lift gate, 4-wheel drive			
Total delivery price	<b>\$36,024.07</b>	\$37,476.84	No Bid
Delivery time (calendar days)	210		
<b>Part “F”</b>			
One (1) only 2016 or later, mid-size crew cab pickup, 4-wheel drive			
Total delivery price	<b>\$33,683.44</b>	\$34,427.90	No Bid
Delivery time (calendar days)	180		
<b>Part “G”</b>			
One (1) only 2016 or later, passenger van, 2-wheel drive			
Total delivery price	No Bid	No Bid	No Bid
Delivery time (calendar days)			
<b>Part “H”</b>			
One (1) only 2016 or later, passenger van, 2-wheel drive			
Total delivery price	<b>\$28,913.63</b>	No Bid	No Bid
Delivery time (calendar days)	240		

	<b>Inter Pacific Motors, Inc., dba Orchid Isle Auto Center</b>	<b>IK Motors, Inc., dba Kamaaina Motors</b>	<b>Big Island Motors, Inc., dba Hilo Kona Mazda Subaru Hyundai</b>
<b>Part "I"</b>			
Two (2) only 2016 or later, all-wheel drive compact cross-over wagon or SUV			
Total delivery price	Non-responsive	\$53,747.58	<b>\$53,100.68</b>
Delivery time (calendar days)			120
<b>Part "J"</b>			
One (1) only 2016 or later, 1-ton dump truck, 4-wheel drive			
Total delivery price	<b>\$51,431.41</b>	No Bid	No Bid
Delivery time (calendar days)	240		

**RECOMMENDATION:** It is recommended that the Board award VEHICLE BID NO. 2016-10, FURNISHING AND DELIVERING VEHICLES TO THE DEPARTMENT OF WATER SUPPLY, to:

- Inter Pacific Motors, Inc., dba Orchid Isle Auto Center, for Parts A, B, D, E, F, H, and J at a total cost of \$268,962.31;
- IK Motors, Inc., dba Kamaaina Motors, for Part C at a total cost of \$60,918.36;
- Big Island Motors, Inc., dba Hilo Kona Mazda Subaru Hyundai, for Part I at a total cost of \$53,100.68;

and that either the Chairperson or the Vice-Chairperson be authorized to sign the contracts subject to approval of the contracts as to form and legality by Corporation Counsel.

For Part G, for which no bids were received, staff will seek alternate methods of procurement, in accordance with State Procurement rules.

**C. UPDATE RE: NATIONAL PARKS SERVICE'S PETITION TO DESIGNATE KEAUHOU AQUIFER AS A GROUND WATER MANAGEMENT AREA:**

For discussion and possible action.

**D. EXECUTIVE SESSION RE: NATIONAL PARKS SERVICE'S PETITION TO DESIGNATE KEAUHOU AQUIFER AS A GROUND WATER MANAGEMENT AREA:**

The Water Board anticipates convening an executive meeting, closed to the public, pursuant to Hawai'i Revised Statutes, Sections 92-4, 92-5(a)(2), to discuss mediation as directed by the Commission on Water Resource Management regarding the National Park Service's petition to designate Keauhou Aquifer as a Ground Water Management Area, and for the purpose of consulting with the Water Board's attorney on questions and issues pertaining to the Water Board's powers, duties, privileges, immunities and liabilities.

E. **MONTHLY PROGRESS REPORT:**

Submission of Progress Report of Projects by the Department. Department personnel will be available to respond to questions by the Board regarding the status/progress of any project.

F. **REVIEW OF MONTHLY FINANCIAL STATEMENTS:**

Submission of financial statements and information relating to the financial status of the Department. Department personnel will be available to respond to questions by the Board relating to the financial status of the Department.

G. **POWER COST CHARGE:**

Departmental power costs have increased as a result of Hawai'i Electric Light Company, Inc. (HELCO), billings. The Department proposes to increase the Power Cost Charge from \$1.61 to \$1.69 per thousand gallons to reflect this increase. In order to accept public testimony on this change, a Public Hearing should be scheduled before the new Power Cost Charge is increased.

**RECOMMENDATION:** It is recommended that the Board approve holding a Public Hearing on January 24, 2017, at 9:45 a.m., to receive testimony on increasing the Power Cost Charge from \$1.61 to **\$1.69**, effective February 1, 2017.

H. **MANAGER-CHIEF ENGINEER'S REPORT:**

The Manager-Chief Engineer will provide an update on the following:

- 1) Matters of interest to the Board
- 2) Recognition of Service Retirements

I. **MANAGER-CHIEF ENGINEER'S EVALUATION FOR CALENDAR YEAR 2016:**

Discussion/Action on Manager-Chief Engineer's evaluation, and *an effective date for salary increases for the Manager-Chief Engineer and Deputy.*

J. **EXECUTIVE SESSION: MANAGER-CHIEF ENGINEER'S EVALUATION FOR CALENDAR YEAR 2016:**

Discussion/Action on Manager-Chief Engineer's evaluation.

K. **ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON FOR 2017:**

Board to elect Chairperson and Vice-Chairperson for the 2017 term.

L. **CHAIRPERSON'S REPORT:**

Chairperson to report on matters of interest to the Board.

7) ANNOUNCEMENTS:

1. Next Regular Meeting:

The next meeting of the Water Board is scheduled for January 20, 2017, 10:00 a.m., at the Department of Water Supply, Hilo Operations Center Conference Room, 889 Leilani Street, Hilo, Hawai'i

2. Following Meeting:

The following meeting of the Water Board is scheduled for February 28, 2017, at the West Hawai'i Civic Center, Community Center, Bldg. G, 74-5044 Ane Keohokalole Highway, Kailua-Kona, HI.

8) ADJOURNMENT

Anyone who requires an auxiliary aid or service for effective communication or a modification of policies or procedures to participate in this Water Board Meeting should contact Doreen Jollimore, Secretary, at 961-8050 as soon as possible, but no later than five days before the scheduled meeting. Notice to Lobbyists: If you are a lobbyist, you must register with the Hawai'i County Clerk within five days of becoming a lobbyist. {Article 15, Section 2-91.3(b), Hawai'i County Code} A lobbyist means "any individual engaged for pay or other consideration who spends more than five hours in any month or \$275 in any six-month period for the purpose of attempting to influence legislative or administrative action by communicating or urging others to communicate with public officials." {Article 15, Section 2-91.3(a)(6), Hawai'i County Code} Registration forms and expenditure report documents are available at the Office of the County Clerk-Council, Hilo, Hawai'i.