

MINUTES
BOARD OF WATER SUPPLY
Thursday, November 21, 2024

The Board of Water Supply, County of Kaua‘i, met in a regular meeting in Lihu'e on Thursday, November 21, 2024. Chair Tom Shigemoto called the meeting to order at 9:34 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 – October 17, 2024

The minutes of the October 17, 2024 meeting was received for the record

PUBLIC TESTIMONY

None

OLD BUSINESS

1. Discussion and Possible Action on Manager’s Annual Evaluation timeline, process, and Criteria (*referred to PIG Committee at October 19, 2023 Board meeting; PIG committee report presented at October 17, 2024 Board meeting*)

Board member Simonton moved to defer Old Business Item 1. To the December 19, 2024 meeting, seconded by Mr. Tanigawa; with no objections, motion carried with 4 Ayes.

NEW BUSINESS

1. *Manager’s Report No. 25-08* Discussion and Possible Action to reappropriate certain budget line items to other line-item budgets for the purpose of compliance with the Supplemental Agreement for Bargaining Unit 13, Salaries for Certain Engineering Classes.

Board member Simonton moved to approve Manager’s Report No. 25-08, seconded by Mr. Tanigawa; with no objections, motion carried with 4 Ayes.

2. *Manager’s Report No. 25-09* Discussion and Possible Action on Approving Certain Unspecified Future Obligations Provisions Included in Laserfiche’s Professional Services Additional Terms

Board member Tanigawa moved to approve Manager’s Report No. 25-09, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.

3. Manager's Report No. 25-10 Discussion and Possible Action to Approve GOE for 'Ōpaeka'a Falls Subdivision Lot 2, TMK (4) 4-2-003:065

Board member Simonton moved to approve Manager's Report No. 25-10, seconded by Mr. Tanigawa; with no objections, motion carried with 4 Ayes.

4. Manager's Report No. 25-11 Discussion and Possible Action to Approve Notice of Waiver and Release and Cancellation of Private Water System Agreement for 'Ōpaeka'a Falls Subdivision Lot 2, TMK (4) 4-2-003:065

Board member Tanigawa moved to approve Manager's Report No. 25-11, seconded by Ms. Finnila; with no objections, motion carried with 4 Ayes.

5. Manager's Report No. 25-12 Discussion and Possible Action to Approve Memorandum of Agreement with DHHL (Interconnection Agreement)

Board member Simonton moved to approve Manager's Report No. 25-12, seconded by Mr. Tanigawa; with no objections, motion carried with 4 Ayes.

6. Manager's Report No. 25-13 Discussion and Possible Action to Approve GOE with Achberg LLC, TMK (4) 5-1-005:124

Engineering Division Head Jason Kagimoto requested that this item be withdrawn from the agenda, noting that there are a few edits to the Grant of Easement that were made after it was provided for agenda posting. The intent is to finalize those edits and bring it back before the board at the December 19, 2024 meeting.

Chair Shigemoto approved the request to withdraw Manager's Report No. 25-13.

7. Manager's Report No. 25-14 Discussion and Possible Action to Request Board Approval for Unspecified Future Obligations and Indemnification for Zoom between the Board of Water Supply, County of Kaua'i and Zoom

Board member Tanigawa moved to approve Manager's Report No. 25-14, seconded by Ms. Simonton; with no objections, motion carried with 4 Ayes.

8. Election of Board Chair, Vice-Chair and Secretary, and committee appointments for 2025

Board member Simonton moved to elect Julie Simonton as Chair, Tom Shigemoto as Vice-Chair, and Micah Finnila as Secretary of the Board of Water Supply for calendar year 2025, seconded by Mr. Tanigawa; with no objections, motion carried with 4 Ayes.

9. Proposed Board meeting calendar for 2024

Board member Tanigawa moved to approve the proposed Board meeting calendar 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).

1. Pursuant to Hawai'i Revised Statutes (HRS) Sections 92-4 and 92-5(a)(4), the Office of the County Attorney requests an Executive Session with the Board, to provide a briefing and to discuss possible settlement authority in Ronald K. Yamashita, Jr., vs. County of Kaua'i, et al., Civil No. 18-1-0158, and to consult with the Board's attorney on its powers, duties, privileges, immunities, and liabilities as they relate to this agenda item.

Board member Simonton moved to enter into executive session, seconded by Mr. Tanigawa; with no objections, motion carried with 4 Ayes.

The Board entered into executive session at 10:09 a.m.

The Board resumed in open session at 10:41 a.m.

The Board has concluded its executive session for Item 1. Item 1. Involved discussion and/or final action for the purpose stated on the agenda for the particular item. Pursuant to HRS 92-4(b), the disclosure of the discussion and/or final action would defeat the purpose of convening the executive meeting which was held pursuant to HRS 92-5(a)(4).

Board member Simonton moved to ratify actions taken in executive session, seconded by Mr. Tanigawa; with no objections, motion carried with 4 Ayes.

ADJOURNMENT

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

Respectfully submitted,

Cherisse Zaima

Cherisse Zaima
Commission Support Clerk