

## ENVIRONMENTAL MANAGEMENT COMMISSION

Wednesday, January 28, 2004, 9:07 a.m.

Waimea Community Center Building, 65-1260 Kawaihae Road, Kamuela, Hawaii

<b>COMMISSIONERS</b>	Riley Smith	<b>ALSO</b>	Robin Bauman, DEM Accountant
<b>PRESENT:</b>	David Kimo Frankel	<b>PRESENT:</b>	Bev Byouk
	Marjorie Erway		Tiffany Edwards, West Hawai'i Today
	Hugh Ono		Walter Iida, Legislative Aide to
	Anne Plack		Councilman Reynolds
	Lorraine Stahr		Gerald Takase, Corporation Counsel
	Carolyn Witcher		Kevin Wheeler
			Annie Williamson
<b>EXCUSED:</b>	Mack Asato	<b>STAFF:</b>	Barbara Bell, Director
	Sam Kawamura		Peter Boucher, Wastewater Division Chief
			Lono Tyson, Solid Waste Division Chief
			Sharron Henry, Secretary

1. **CALL TO ORDER:** Commission Chair Smith called the meeting to order at 9:07 a.m.
2. **APPROVAL OF MINUTES OF DECEMBER 23, 2003 MEETING:**  
**David Frankel made a motion to approve the December 23, 2003 minutes. Marjorie Erway seconded the motion. Motion passed unanimously.**
3. **APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA:**  
Lorraine Stahr requested Commission Meeting Frequency be added to NEW BUSINESS.
4. **STATEMENTS FROM THE PUBLIC ON ITEMS LISTED ON AGENDA:** None
5. **CORRESPONDENCE/REPORTS/DISCUSSION:**

**Director's Report** (attached to original minutes)

### ORGANICS DIVERSION:

- Additional information was submitted to Council.
- Resolution 136-03 has been deferred by Financial Committee awaiting Corporation Counsel review.
- Contract negotiation and site discussions are being held with prospective vendor.
- West Hawaii temporary site: Kealekehe Golf Course. Possible long term site: Pu`uanahulu Landfill.
- **Bell will provide EIS/EA information on sites.**

### HILO LANDFILL MEDIA RELEASE:

- With DOH's acceptance of the air survey analysis and calculations, a media release published regarding the extended life of the landfill.

### EIS FOR SORT STATION:

- Landfill closure time was added to the Sort Station timeline and the construction timeline of July 2004 to April 2005 was verified. Projects are on track with the timeline.
- Final EIS will be published February 23, 2004.

SCRAP METAL:

- Present cost is \$98.00/ton is down from the \$134.90/ton paid at start of contract.

SOLID WASTE OUTREACH AND EDUCATION MEETINGS:

- Island wide community meetings are planned for mid to late March.
- Bell will do a presentation at the January 31, 2004 community meeting organized by Councilman Joe Reynolds.

TRANSFER STATIONS:

- Environmental Assessment contract has been executed and Right-of-Entry has been received for Oceanview Transfer station. \$300,000 is available now. \$1M is being requested in the CIP budget to complete the project.
- An application has been submitted for a Community Based Development Grant (CBDG) for \$250,000 for transfer station enhancements. Infrastructure repairs will hopefully be done before enhancements begin.
- Diversion streams were discussed.
- **Bell will provide explanation of criteria ranking for transfer station enhancements.**

**Solid Waste Division Chief's Report** (attached to original minutes)

CHRISTMAS TREE RECYCLING:

- Chipping is in process.
- Tyson expressed appreciation to the Akaka Falls Lions Club for their assistance in expanding the Christmas tree collection to three additional transfer stations by collecting trees at these stations and delivering them to the designated Hilo site.

EQUIPMENT:

- A division maintenance facility and staff, to be located adjacent to the Sort Station, has been requested in the upcoming budget.

PERSONNEL:

- Working with Department Personnel Management Specialist to update position descriptions.

**Wastewater Division Chief's Report** (attached to original minutes)

KALANIANAOLE INTERCEPTER SEWER REHAB:

- Contract has been awarded to Isemoto Contracting.
- There may be a 2-4 week delay awaiting National Pollution Discharge Elimination System (NPDES) storm water permit.

KEALAKEHE WETLANDS:

- US Board of Reclamation may contribute additional construction funds to expedite Pilot Cell implementation.
- Boucher will select consultant to prepare final bid documents.
- New CEIV position, if approved by the Mayor, will oversee this project and Kona reuse projects.

PERSONNEL:

- Requesting a new Deputy Division Chief position. If approved, there will be a West

Hawai'i and an East Hawai'i superintendent, and these two positions will report to the Deputy Division Chief.

IMPROVEMENT DISTRICTS:

- North Kona has passed council and is in consultant selection phase.
- Kilohana and Puainako resolutions will go to Mayor for approval by end of week and then be agendized for council committee.

COUNCIL:

- **The Capacity Assessment Fees, Connection Fee, and Collection Loan Fee ordinances will be agendized for the February commission meeting.**

INDIVIDUAL SEWER SYSTEMS DISCUSSION:

- Liliuokalani subdivision residents are being charged a reduced sewer rate, used to maintain their existing large capacity cesspools and connecting sewer lines.
- There is currently an exemption for property owners along portions of Laukapu Street in Hilo due to their inability to utilize gravity flow (requires sewage pumping).

6. **UNFINISHED BUSINESS:**

UPDATE ON DEPARTMENT OF ENVIRONMENTAL MANAGEMENT RULES: Deferred.

DISCUSSION AND DECISION MAKING OF ORDINANCE TO INITIATE A CHARTER AMENDMENT O THE HAWAII COUNTY CHARTER (2000), RELATING TO THE DIRECTOR OF ENVIRONMENTAL MANAGEMENT AND BOARD OF APPEALS:

- To be discussed with Item 3 under NEW BUSINESS.

7. **NEW BUSINESS:**

DISCUSSION OF FISCAL YEAR 2004-2005 DEPARTMENT BUDGET:

- Increased revenue is due to increase in tipping fees and increase in annual car registration for vehicle disposal fund.
- Transfer station personnel budget was discussed.
- Security guard/employee training was discussed.
- **The following budget information to be provided to the commission:**
  - **Breakdown per transfer station (how much money will be spent in what year for enhancements and how much for operating),**
  - **Breakdown of transfer station budget request by council district,**
  - **Personnel summary,**
  - **Department CIP.**
- New security guard contract was implemented January 1, 2004.

STATUS REPORT ON DRAFT UPDATE TO INTEGRATED SOLID WASTE MANAGEMENT PLAN (ISWMP): Deferred.

DISCUSSION AND DECISION MAKING OF ORDINANCE FOR THE DEPARTMENT OF ENVIRONMENTAL MANAGEMENT TO ESTABLISH A PROCESS FOR ENFORCEMENT AND FOR APPEALS TO BE HEARD BY THE ENVIRONMENTAL MANAGEMENT COMMISSION:

- Draft is being reviewed by Corporation Counsel.

- Ordinance to Initiate a Charter Amendment relating to the Director of Environmental Management and the Board of Appeals will be replaced by this ordinance.

DISCUSSION AND DECISION MAKING OF RESOLUTION TO ESTABLISH PUAINAKO IMPROVEMENT DISTRICT:

- Discussed in 5. CORRESPONDENCE/REPORTS/DISCUSSION, Wastewater Division Report.

DISCUSSION AND DECISION MAKING OF RESOLUTION TO ESTABLISH KILOHANA IMPROVEMENT DISTRICT:

- Discussed in 5. CORRESPONDENCE/REPORTS/DISCUSSION, Wastewater Division Report.

DISCUSSION OF COMMISSION MEETING FREQUENCY:

- Takase discussed Commission Rules relating to meeting frequency.
- **Ono moved that after the March meeting the commission goes to a quarterly meeting schedule and special meetings as needed; the agendas to be those items that are agreed upon that the department needs advice on. Stahr seconded the motion.**
- **After further discussion, Ono withdrew his motion and Stahr withdrew her second.**
- This item will be discussed further at next meeting. A vote of 5 members, not the majority of members present, is necessary to approve any motion relating to this item.

8. **FUTURE AGENDA ITEMS:** As discussed above.

9. **ANNOUNCEMENTS**

- A slate of applicants has been given to the Mayor for selection of two new commissioners.
- Completed Financial Disclosure Forms are due January 31, 2004.

FUTURE COMMISSION MEETINGS

- Wednesday, February 25, 2004, 9:00 a.m. – 12:00 p.m., Hilo County Council Room, 25 Aupuni Street, Room 201, Hilo, Hawai‘i 96720
- Wednesday, March 24, 2004, 9:00 a.m. – 12:00 p.m. Kona Police Department Conference Room, 74-5221 Queen Ka`ahumanu Highway, Kailua-Kona, Hawai‘i 96740
- Wednesday, April 28, 2004, 9:00 a.m. – 12:00 p.m., Waimea Community Center (Park) Building, 65-1260 Kawaihae Road, Kamuela, Hawai`i 96743

10. **ADJOURNMENT**

**Ono moved to adjourn. Frankel seconded and motion was carried unanimously.** Meeting adjourned at 11:35 a.m.

Minutes Respectfully Submitted by:

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SHARRON HENRY  
Environmental Management Secretary

FORMAT NOTE: ACTION ITEMS ARE IN **BOLD** PRINT (MOTIONS AND ITEMS REQUIRING ACTION TO BE TAKEN FOR FUTURE MEETINGS).