

## ENVIRONMENTAL MANAGEMENT COMMISSION

Wednesday, July 18, 2007, 9:20 a.m.

Tutu's House, 64-1032 Mamalahoa Hwy., Kamuela, HI 96743

**COMMISSIONERS**  
**PRESENT:**

Carolyn Witcher  
Bobby Cooper  
Marjorie Erway  
Suzanne Mayhew  
Diana Miller  
Arnold Okamura  
Paulette Pavao  
Bill Sanborn  
Sam Sumner

**ALSO**  
**PRESENT:**

Jon Olson  
Steve Cassulo

**EXCUSED:**

**STAFF:**

Bobby Jean Leithead-Todd, Director  
Sharron Henry, Secretary  
Mike Dworsky SWD Chief  
Paul Ochi, WWD Op Supv.  
Bert Saito, WWD Chief

1. **CALL TO ORDER:** Commission Chair Witcher called the meeting to order at 9:20 a.m.
2. **APPROVAL OF MINUTES OF MAY 23, 2007 MEETING:**  
**Commissioner Cooper moved to approve the May 23, 2007 minutes as written. Commissioner Okamura seconded the motion. Motion passed unanimously.**
3. **APPROVAL OF ADDENDUM AND/OR SUPPLEMENTAL AGENDA:** None
4. **STATEMENTS FROM THE PUBLIC ON ITEMS LISTED ON AGENDA:** None
5. **CORRESPONDENCE/REPORTS/DISCUSSION:**

**Abandoned Vehicle Program Report** (attached to original minutes)

- The SWD Chief has requested that the AV staff do more to emphasize the Derelict Vehicle Program to residents.
- The management and monitoring of the scrap metal contract has been turned over to the Abandoned Vehicle section and will be a part of the Clerk's responsibility.
- The Derelict Vehicle Amnesty program allows 2 vehicles to be removed from an individual property.
- Abandoned vehicles are to be reported to the Police Dispatcher and can be removed upon the AV program receiving a police report.
- Commission member Sumner distributed a location map identifying abandoned vehicles in his district and will submit it to the Abandoned Vehicle Program to process.

**Solid Waste Division Report** (attached to original minutes)

**TRANSFER STATIONS**

- The County has contracted RW Beck to prepare Phase I design for Pahoia, Glenwood, Volcan and Waiahinu Transfer Stations.
- The Ocean View Transfer Station will be brought in as a component when the EIS has been completed and the land purchased.
- The new design will enclose the transfer stations.

- **Dworsky will draft an ordinance and SWD rules change relating to accepting bulky goods at transfer stations and submit it to the Commission for review and input.**
- Business Services Hawai`i will provide 2-stream sort recycling at the transfer stations. One will include all recyclables except glass. The second is for glass only.
- Will look at expanding the recycling area at Kealakehe when the green waste and scrap metal areas are moved to Pu`uanahulu.

#### WEST HAWAII LANDFILL:

- Bid opening for the construction of the material recovery facility infrastructure was July 12, 2007.
- The lowest bid was over \$4M. We have \$3.2M in available funds.
- A site visit will be done with the lowest bidder to review and identify project needs.

#### RECYCLING AND DIVERSION PROGRAMS

- Household Hazardous Waste: There is a need to have permanent collection sites instead of twice-a-year collections. Will work with DOH regarding permitting and work to revise the Hawai`i County Code where needed. Commission member Miller stated that the traffic flow at the Hilo site needs to be managed more efficiently.
- Recycling Services at County facilities: There is now a contract for recycling services at the Maluhia, Ben Franklin, Puainako, SWD/WWD offices. The goal is to expand these services to a majority of the remaining County buildings and offices.
- Hi5 Bins in the Parks: There is a Parks employee who is personally furnishing HI5 bins at the County parks.
- Used Oil Program: Commission member Sanborn will discuss used oil disposal in Waimea with Dworsky and has offered an area at this site for E-waste disposal.

#### SCRAP METAL AND TIRES

- Will look at changing the County Code to ban all tires from the landfills.
- Currently there are radio advertisements relating to tire disposal.

#### EQUIPMENT

- Repairs are contracted out if Automotive is unable to do them in a timely manner.
- The Division still feels that adequate equipment maintenance and repairs cannot be done unless approval and funding is provided for their own automotive shop and staff.

#### SOLID WASTE DISPOSAL FEES

- Leithead-Todd and Dworsky are discussing additional tipping fee increases to begin July 1, 2008.
- The department is looking at identifying a dedicated source of funding for solid waste disposal in the form of a solid waste fee collected as part of real property taxes.

#### Technical Services Section Report (attached to original minutes)

#### LARGE CAPACITY CESSPOOL REPLACEMENTS

- These projects are consuming the majority of the staff's time and are moving ahead.

#### NORTH KONA SEWER & EFFLUENT REUSE UPGRADE

- Working with the State Department of Transportation to finalize the Memorandum of Understanding by August 1, 2007.

#### KILOHANA SEWER AND NORTH KONA IMPROVEMENT DISTRICTS

- Waiting for information from financial consultants.

#### PERSONNEL

- Paperwork is being processed to hire another engineer.

#### Wastewater Division Report (attached to original minutes)

##### PERSONNEL:

- Bert Saito was introduced as the interim WWD chief. Bert has an MS and BS in Civil Engineering and has 20 years experience in designing wastewater systems. The County has a 6-month employment contract with Bert.
- During the transition period between WWD and Technical Services, projects currently being handled by TSS that Bert can assist with are being identified.
- Bert will handle repair and maintenance of WWD facilities while Technical Services will continue to handle CIP projects.

##### SEWER FEES:

- Department will work with consultants to prepare and submit an ordinance to Council requesting sewer fee increases and implementation of sewer connection fees by January, 2008.
- The department will meet with DHHL/Keaukaha residents at a community meeting to discuss their sewer billing concerns.
- Collections are up with Waiakea Villas being the past-due customer with the largest balance.

#### HILO WASTEWATER TREATMENT PLANT (HWWTP)

- Some facility repairs that were identified earlier have already been completed and additional repairs are currently being done.
- Start-up tests on the back up generators are done weekly and load tests are done monthly.

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

#### WASTE REDUCTION TECHNOLOGY REQUEST FOR PROPOSALS

- The Council was given an update at the July 10, 2007 Council meeting.
- The next Council update will be in 3 months and the Council should approve or disapprove the evaluation committee's recommendation at that time.
- Leithead-Todd has been requested by the Mayor and Council to provide them a "best total cost" figures for: (1) trucking trash to Pu`uanahulu, (2) bail and barge and (3) a new landfill in Hilo. Real numbers require design so it will be a difficult task.
- Council is looking at time factor and cost factor differences and that is why they are requesting the department to quantify the length of time for development and attach dollars.
- PUC's role and "wheeling" was discussed.
- Estimated landfill closure is August 2010.

#### INTEGRATED SOLID WASTE MANAGEMENT PLAN UPDATE

- This commission is the body that will review and approve the plan update before it goes to Council for approval.
- Jon Olson suggested the commission members read the HIEDB solid waste management plan if they haven't already.
- **Henry will request the plan from HIEDB and provide it to Commission members.**

Commission member Cooper expressed his frustrations with the inactivity of the commission and the length of the meetings. He feels the meeting time should be better utilized by the commission member discussing department items and offering recommendations to the department rather than the majority of the meeting time being used up listen to staff discussion of their reports.

**Following further discussion by the group, Chair Witcher stated that at future meetings, department staff would be allowed no more than 5 minutes to discuss additional items not included in their written reports.**

6. **UNFINISHED BUSINESS**

**DISCUSSION: WASTE STREAM VISION STATEMENT FOR COUNCIL**

- **Leithead-Todd will prepare a draft vision statement to be distributed to the commission members for review before next meeting.**

**TRASH TOUR PLANNING**

- City and County of Honolulu confirmed that they will host the tour on October 1, 2007.
- **Let Henry know no later than August 1, 2007 if you plan to attend, where you will depart from and if she is to make your air reservations.**

7. **NEW BUSINESS**

**DEPARTMENT PRIORITY LIST LETTER TO COUNCIL**

- After discussion regarding the accomplishment of the majority of the items discussed, **Sanborn made a motion to file this item. Erway seconded and the motion carried unanimously.**

8. **FUTURE AGENDA ITEMS**

- Wastewater Division Statement

9. **FUTURE COMMISSION MEETINGS**

- September 26, 2007, Kona Council Office, 75-5706 Hanama Place, Suite 109, Kailua-Kona, Hawaii 96740
- November 21, 2007, Liquor Control Conference Room, First Floor, 101 Aupuni Street, Hilo, HI 96720

10. **ADJOURNMENT**

**Mayhew moved to adjourn. Sanborn seconded and it passed unanimously. The meeting adjourned at 11:50 a.m.**

Minutes Respectfully Submitted by:

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SHARRON HENRY  
Environmental Management Secretary