

Best Practices Score
Allakaket
FALL 2018

Category		O&M Scoring Criteria		Possible	Score	Explanation of Score	How to Improve Score	Contact
Technical	Operator Certification	Utility has more than one operator certified to the level of the water system		10	5	System Classification: Water Treatment 1 Primary Operator: <i>Floyd Saunders</i> Certification Level: <i>WT 1</i> Backup Operator: <i>No backup on record</i> Certification Level: <i>N/A</i> Floyd Saunders is certified at the correct level; there is no backup operator identified.	Floyd Saunders needs 3.0 CEUs before 12/31/19 to renew his certificate. A backup operator needs to be identified and take and pass the WT1 exam. Please see the enclosed flier with more information about certification.	ADEC Operator Certification Program 465-1139
		Primary operator is certified to the level of the water system and the backup operator holds some level of certification in water treatment or distribution		7				
		Primary operator is certified to the level of the water system and the backup operator holds no certification or there is no backup operator		5				
		Utility has one or more operators certified at some level in water treatment or distribution		3				
		Utility has no certified operators		0				
	Preventive Maintenance Plan	Utility has a written PM plan; PM is performed on schedule; records of completion are submitted on a quarterly basis and have been verified		25	15	The utility is not performing the required maintenance or isn't keeping records of maintenance.	To receive the full points in this category, the operator must have a Preventative Maintenance plan that they follow and the completed plan must be submitted to your assigned RMW each quarter.	Lee Meckel TCC RMW 452-8251 ext. 3265
		Utility has a written PM plan; performance of PM and record keeping are not consistent		15				
		Utility has no PM plan or performs no PM		0				
	Compliance	Utility had no Monitoring and Reporting violations during the past year		10	10	The utility had 0 Drinking Water Monitoring and Reporting violations in 2017. Excellent job - keep up the good work!	The Drinking Water Program provides you with an Annual Monitoring Summary with all of the required samples for your water system. All samples and reports must be collected and submitted in a timely manner.	Teslyn Visscher ADEC Drinking Water Program 451-3038
		Utility had up to five Monitoring and Reporting violation during the past year		5				
		Utility had more than five Monitoring and Reporting violation during the last year		0				
Managerial	Utility Management Training	A person who holds a position of responsibility for management of the utility has completed a DCRA approved Utility Management course or other utility management training course within the last five years		5	5	Steven Strassburg attended financial training on 11/17/2015.	To maintain the full points in this category, consider sending someone to one of the free RUBA trainings each year.	Andy Durny DCRA RUBA Program 451-2756
	Meetings of the Governing Body	The utility owner's governing body meets routinely consistent with the local ordinance/bylaw requirements and receives a current report from the operator		5	2	The governing bodies meet regularly but have not provided RUBA with documentation to confirm operator's reports are provided on a consistent basis at regular meetings.	To receive additional points, provide RUBA with meeting minutes that demonstrate that the operator is providing a report to the council.	
		The utility owner's governing body meets routinely consistent with the local ordinance/bylaw requirements		2				
		The utility owner's governing body does not meet		0				
Financial	Budget	Utility owner and the Utility have each adopted a realistic budget and budget amendments are adopted as needed; Accurate monthly budget reports are prepared and submitted to the governing body		15	0	Utility owner has adopted a budget but it does not include utility department. Managing entity has not provided operating budget showing utility income and expenditures	Provide RUBA with an adopted, realistic budget. Provide RUBA with monthly financial reports and meeting minutes that demonstrate the council is reviewing the monthly financial reports.	
		Either the Utility or the Utility owner has adopted and implemented a budget, the other has not		13				
		Either the Utility or the Utility owner has adopted a budget, but it is not being implemented		10				
		Utility owner and the Utility have not adopted a budget		0				
	Revenue	Utility is collecting revenue sufficient to cover the Utility's operating expenses and to contribute to a repair and replacement account		20	5	Utility generates revenue from coin-operated washers, dryers, and showers at the washeteria building, but there is insufficient documentation to confirm source of subsidies.	Provide RUBA with monthly financial reports.	
		Utility is collecting revenue sufficient to cover expenses		15				
		Utility has a fee schedule and a collection policy that is followed		5				
		Utility has no fee structure or collection policy		0				
	Worker's Compensation Insurance	Utility has had a worker's compensation policy for all employees for the past two years and has a current policy in place		5	0	The tribe manages the utility and does not have Worker's Compensation Insurance.	The utility must obtain worker's compensation insurance to receive additional points.	
		Utility has a current worker's compensation policy in place for all employees		2				
		Utility has no worker's compensation policy		0				
	Payroll Liability Compliance	Utility has no past due tax liabilities and is current with all tax obligations		5	0	The utility owner made payroll tax payments, but did not file reports (Form 941) for 2nd and 3rd quarters of 2017, and 1st quarter of 2018. The utility manager has not provided evidence of compliance with payroll tax requirements.	The utility must file the outstanding reports and provide RUBA with authorization to access tax information for verification purposes.	
		Utility owes back taxes, but has a signed payment agreement, is current on that agreement, and is up-to-date with all other tax obligations		2				
		Utility is not current with its tax obligations and/or does not have a signed repayment agreement for back taxes owed		0				
CIP O&M Score		0	SDS O&M Score	7	TOTAL SCORE		42	