

Best Practices Score  
Anaktuvak Pass  
Fall 2022

| 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       | 10          | System Classification: Water Treatment 1<br>Primary Operator: <i>John Ahgook</i><br>Certification Level: <i>WT 1</i><br>Backup Operator: <i>Kaleb Thompson</i><br>Certification Level: <i>WT 2</i><br><br>The North Slope Borough contracts with a private entity to provide water system operations. The community has more than one operator certified at the correct level. | The full points have been awarded in this category. Operators should continue to pursue the required continuing education and be prepared to renew certifications when necessary.                | ADEC Operator Certification Program<br>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       | 0           | 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. | John Johnson<br>RMW<br>269-7605                          |  |
|               |                                 | 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 2022. Excellent job - keep up the good work!                                                                                                                                                                                                                                                           |                                                                                                                                                                                                  | Karen Garland<br>ADEC Drinking Water Program<br>451-2137 |  |
|               |                                 | 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        | 0           | No one associated with the utility has attended a RUBA training in the past five years.                                                                                                                                                                                                                                                                                        | RUBA provides free training several times per year. Contact your RUBA specialist for more information.                                                                                           | Andy Durny<br>DCRA RUBA Program<br>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        | 5           | Minutes were provided for the following months during this reporting period: December 2021, January, February, March, and April 2022. The water operator report was consistently included in the meeting minutes.                                                                                                                                                              | To maintain full points, the governing body must continue to meet according to ordinance/bylaw and provide RUBA with meeting minutes.                                                            |                                                          |  |
|               |                                 | 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       | 13          | The utility owner has adopted an overall realistic and balanced budget. Accurate monthly financial reports have been documented in the meeting minutes.                                                                                                                                                                                                                        | Additional points can be earned by creating a separate enterprise account for the utility. This will allow for better tracking of the utility's revenues and expenses.                           |                                                          |  |
|               |                                 | 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 financial reports indicate the utility owner is operating at a loss, with insufficient revenues to cover expenses.                                                                                                                                                                                                                                                     | To receive additional points, the utility needs to provide monthly financial reports to RUBA and demonstrate sufficient revenue and subsidy to cover the utility's expenses.                     |                                                          |  |
|               |                                 | 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        | 5           | Continuous coverage for the utility owner and managing entity was confirmed by a Department of Labor and Workforce Development database query on 07/13/22.                                                                                                                                                                                                                     | Full points have been awarded. The utility owner must maintain an active worker's compensation policy to continue receiving these 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           | Authorization to request federal tax information for contractor was not available to RUBA during this reporting period.                                                                                                                                                                                                                                                        | Please provide RUBA with a completed authorization form to confirm compliance with tax liabilities.                                                                                              |                                                          |  |
|               |                                 | 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                                                                                                                                                                                                            |  |          | TOTAL SCORE | 48                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                  |                                                          |  |