Best Practices Score
Deering
Spring 2023

	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	3	System Classification: Water Treatment 2 Primary Operator: *Fletcher Gregg* Certification Level: *Small Treated* Backup Operator: *Bruce Barr* Certification Level: *Operator holds no current certification* Fletcher Gregg holds certification but not at the correct level. Bruce Barr holds no certification.	Fletcher Gregg needs 1.0 CEU by 12/31/23 to renew in 2023. Fletcher Gregg and Bruce Barr need to take and pass the WT 1 exam. Please see the enclosed flyer 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	25	The operator is performing important maintenance on a regular basis and keeping records. Each month, the operator is submitting maintenance records to the assigned RMW.	Full points have been awarded in this category. Continue to perform maintenance according to the PM plan and send monthly records to the assigned RMW.	Bruce Nelson MHC RMW 442-7042
		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	0	The utility had 9 Drinking Water Monitoring and Reporting violations in 2022.	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.	Miki Smelter ADEC Drinking Water Program 451-2231
		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	Robert Moto attended Financial Management for Rural Utilities training on 3/18/2019.	To maintain the full points in this category, consider sending someone to one of the free RUBA trainings each year.	
	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	0	Documentation was not provided to RUBA during this reporting period.	The governing body needs to meet according to local ordinance/bylaw and submit meeting minutes to RUBA. The minutes should document that a report to the council was made by the operator. Contact your assigned LGS for assistance.	
		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	10	The contracted managing entity has adopted a budget, but meeting minutes were not provided to RUBA during this reporting period; therefore, a review of the financial reports has not been demonstrated.	Provide RUBA with accurate monthly financial reports that are submitted to the council and documented in the meeting minutes.	Eli Jacobson DCRA RUBA Program 269-4132
		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	20	Revenues surpass expenses and a reasonable repair and replacement account is funded in most months.	Full points have been awarded. Keep up the great work.	
		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 contractor was confirmed by a Department of Labor and Workforce Development database query on 01/04/23.	Full points have been awarded. The utility owner must maintain an active workers' 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	5	The utility owner and contractor have no past due tax liabilities and are current with all tax obligations.	Full points have been awarded. Continue to submit timely reports and payments to maintain these points.	
		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	13	SDS O&M Score		TOTAL SCORE	73	