

Best Practices Score
Togiak
Spring 2024

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 Primary Operator: <i>Darryl Thompson</i>	Darryl Thompson needs 3.0 CEUs by 12/31/2025 to renew in 2025. Mickey Atakitlig needs an additional 1.0 CEU by 12/31/2025 to renew in 2025. Terry Evatt needs 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		Certification Level: <i>WT 2</i>			
		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		Backup Operator: <i>Mickey Atakitlig</i>			
		Utility has one or more operators certified at some level in water treatment or distribution		3		Certification Level: <i>WT 1</i>			
		Utility has no certified operators		0		Darryl Thompson and Mickey Atakitlig hold the correct level of certification. Terry Evatt holds no certifications.			
	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.	Larry Small BBAHC RMW 842-3396	
		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 2023. Excellent job - keep up the good work!		John Davis ADEC Drinking Water Program 262-8201	
		Utility had up to five Monitoring and Reporting violations during the past year		5					
		Utility had more than five Monitoring and Reporting violations 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	Janessa Andrews attended Financial Management for Rural Utilities training on 11/13/2023.	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	5	Minutes were provided for the following months during this reporting period: June, August, September, and October 2023. The water operator report was consistently included in the meeting minutes.	To maintain full points, the governing body must continue to meet according to local 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	15	The owner-managed utility has adopted an overall balanced and realistic budget; accurate monthly financial reports have been submitted and documented in the meeting minutes.	Full points have been awarded. Continue to provide RUBA accurate monthly financial reports that are submitted to the council and documented in the meeting minutes.	Cindy Roque DCRA RUBA Program 842-1969	
		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	15	Financial reports show utility revenue is sufficient to cover expenses, but the utility does not contribute to a repair and replacement account.	To received additional points, the utility must establish a utility repair and replacement account and make regular contributions to be prepared for future needs.		
		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 was confirmed by the insurance provider on 12/31/2023.	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	0	Utility owner is not current with state tax reporting and/or payment requirements.	To receive points, the utility must either become current on all outstanding tax liabilities and filings, or enter into a repayment agreement for outstanding liabilities and remain current on payments.		
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		30			TOTAL SCORE	90			