

2018 Best Practices Score

Hoonah

March 1, 2018

Category		O&M Scoring Criteria		Possible	Score	
Technical	Operator Certification	Utility has more than one operator certified to the level of the water system		10	7	
		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		
	System Classification: Water Treatment 2 Primary Operator: <i>Ronny Roberts</i> Certification Level: <i>WT 2</i> Backup Operator: <i>Billy Miller</i> Certification Level: <i>WT 1</i>					
	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	
		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	5	
		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		
	4 Monitoring and Reporting Violations in 2017					
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	
	Attendee: <i>Jennifer McKillican</i> Course: <i>Utility Clerks</i> Date: <i>Sept. 9, 2016</i>					
	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	
		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	
		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	
		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	
		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	
		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		22	SDS O&M Score	13	TOTAL SCORE	82