# 2018 Best Practices Score

**Wales**

**March 1, 2018**

## Technical

**System Classification:** Small Untreated  
**Primary Operator:** Terrin Magby  
**Certification Level:** Operator holds no current certification  
**Backup Operator:** Cyrus Savetlik  
**Certification Level:** Operator holds no current certification

### Operator Certification
- Utility has more than one operator certified to the level of the water system: **10**  
- 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** (Score: 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** (Score: 5)  
- 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

#### Meetings of the Governing Body
- Utility owner’s governing body meets routinely consistent with the local ordinance/bylaw requirements and receives a current report from the operator: **5** (Score: 2)  
- The utility owner’s governing body meets routinely with the local ordinance/bylaw requirements: **2**  
- The utility owner’s governing body does not meet: **0**

#### 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** (Score: 10)  
- 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** (Score: 5)  
- 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** (Score: 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**  
- 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**

### O&M Scoring Criteria

<table>
<thead>
<tr>
<th>Category</th>
<th>Possible</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operator Certification</td>
<td>10</td>
<td>0</td>
</tr>
<tr>
<td>Preventive Maintenance Plan</td>
<td>25</td>
<td>15</td>
</tr>
<tr>
<td>Compliance</td>
<td>10</td>
<td>5</td>
</tr>
<tr>
<td>Meetings of the Governing Body</td>
<td>5</td>
<td>2</td>
</tr>
<tr>
<td>Budget</td>
<td>15</td>
<td>10</td>
</tr>
<tr>
<td>Revenue</td>
<td>20</td>
<td>5</td>
</tr>
<tr>
<td>Worker’s Compensation Insurance</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Payroll Liability Compliance</td>
<td>5</td>
<td>0</td>
</tr>
</tbody>
</table>

**TOTAL SCORE:** 47