### Category: Operator Certification
- **Primary Operator**: Michael Swinney Certification Level: Operator holds no current certification  
- **Backup Operator**: Jonathan Zaochney Certification Level: Operator holds no current certification

#### System Classification: Water Treatment 2  
- **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
  - 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
- 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

**47 Monitoring and Reporting Violations in 2016**

#### 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

#### 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
- 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

#### Budget
- 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 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 a current worker’s compensation policy in place 5
- Utility has no current worker’s compensation policy 0

#### Payroll Liability Compliance
- 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

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**2017 Best Practices Score**

**Atka**

**August 22, 2017**

<table>
<thead>
<tr>
<th>Category</th>
<th>O&amp;M Scoring Criteria</th>
<th>Possible</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operator Certification</strong></td>
<td>Utility has more than one operator certified to the level of the water system</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>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</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Primary operator is certified to the level of the water system and the backup operator holds no certification or there is no backup operator</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Utility has one or more operators certified at some level in water treatment or distribution</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Utility has no certified operators</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

**Technical**

**System Classification: Water Treatment 2**

**Primary Operator: Michael Swinney Certification Level: Operator holds no current certification**

**Backup Operator: Jonathan Zaochney Certification Level: Operator holds no current certification**

**Managerial**

**Meetings of the Governing Body**

**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

**Budget**

- 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 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 a current worker’s compensation policy in place 5
- Utility has no current worker’s compensation policy 0

**Payroll Liability Compliance**

- 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  
**SDS O&M Score**: 4  
**TOTAL SCORE**: 25